

## The Conservators of Therfield Heath and Greens

The Therfield Regulation Trust

c/o Royston Golf Club, Baldock Rd, Royston, SG8 5BG

Registered Charity No. 277881

Chair: Nicholas Keep

Site Manager: Maria Barber

Email: [sitemanager@therfieldheath.org.uk](mailto:sitemanager@therfieldheath.org.uk)



### Summary Meeting Minutes

#### 27th March 2024, 7pm, Black Barn

Abbreviations may be used to identify individuals:

Chair or NKe: Nick Keep, CSw: Clare Swarbrick, CSm: Colin Smith; CHa: Clive Hall;

BHa: Ben Harrop; RLa: Robert Law; JKl: John King

Item	Description
1	<b>Apologies for Absence</b> Ben Harrop (arrived at item 5.4)
2	<b>Declarations of Interest: (see * * for any relevant minute details)</b>
3	<b>Election of Chair</b> NK was re-elected. He was Nominated by JK and seconded by CSm
4	<b>Approve the minutes of the meeting held on 25<sup>th</sup> January 2024 and 16<sup>th</sup> February 2024</b> Conservator Meeting minutes 25 <sup>th</sup> January 2024 Conservator Meeting minutes 16 <sup>th</sup> February 2024 Both sets of minutes were Approved
5	<b>Major items to discuss</b>
5.1	Countryside Stewardship Scheme Folder of Papers The deadline of the existing CS claim date is 15 May 2024. The application for the next year Higher Tier maybe 28th April although it could possibly be later in the summer. We need to request the form. ACTION CH to find date of Higher Tier application. ACTION NK/CH to flesh out the Internal Agreement. ACTION CV to approach Greenwoods for advice on the internal agreement.
5.2	Priorities and responsibilities It was agreed to go back to Caz's prioritised list to update.

	ACTION CS to circulate 2023 Responsibilities list to discuss and agree at the next meeting.
5.3	<p>Kite Festival</p> <p>An update was given re the meeting between NE and the Conservators 20<sup>th</sup> March (on site).</p> <ul style="list-style-type: none"> <li>• Natural England (NE) advice to the Planning Inspectorate (PIs) has not changed. They re-iterated they were happy to permit Rotary to cut at the end of July, however as Rotary explained this date will not work for the festival. Alternatives sites were again discussed and ruled out for the same reasons.</li> <li>• Rotary are likely to go to the press and MP with a statement. They told NE that as a courtesy they would share any press statement with them.</li> <li>• Following the NE/Rotary meeting, Clive wrote to NE about a suite of NE related issues (including the CS ORNECs which included provision for the kite festival).</li> </ul> <p>The Conservator meeting thought it unlikely that PIs would go against NE's advice meaning the kite festival is unlikely to go ahead in 2024.</p> <p>There were two decisions:</p> <ol style="list-style-type: none"> <li>a) It was decided to use Greenwoods for the advice (and the associated spend). Clare was to let Greenwoods know this was coming (as part of a wider legal issues update).</li> <li>b) It was decided not to cut the grass on the kite festival land unless Rotary get the s38 or until we have the legal advice (2 above) and the Conservators feel able to cut from our own permissions.</li> </ol>
5.4	<p>Tennis</p> <p>Proposed clause for new lease</p> <p>ACTION CV to ask for Greenwoods price for lease.</p> <p>ACTION CSm/NK to go back to the tennis club.</p>
5.5	<p>Staffing Replacements</p> <p>Update from HR Committee which included a confirmation of the requirements; a Site Manager/Conservation role to manage the contracts, a Finance role and Admin.</p>
6	<b>Project/Task updates</b>
6.1	<p>Affinity Water</p> <p>Legal letters have been sent.</p>
6.2	<p>Kelshall Right of Way</p> <p>Folder of papers</p> <p>We have acknowledged the dates which are important because of the learning curve.</p> <p>An initial budget of £3,000 for Greenwoods was agreed. We need to get volunteers to help with the recording of the Inquiry.</p> <p>ACTION CH to prepare a paper.</p>

6.3	Canicross Draft application form
6.4	Car park resurfacing
7	<b>Health &amp; Safety, Accidents and incidents</b>
8	<b>Leases, Licenses and Tenants etc</b>
8.1	Heath Café An email has been drafted.
8.2	Golf Club maintenance Penn Hill- Pulsatilla Vulgaris behind 9 <sup>th</sup> green ACTION CS/NK to mark out the area Meeting minutes 4 <sup>th</sup> March ACTION Ferreting – Rabbit infestation. It was agreed to appoint a contractor early eve/morning weekdays. This issue is included in the habitat management plan and therefore already has assent. ACTION JK to ask Reggie to do the verges on New Road. Thanks to RL for digging out the trenches.
8.3	Rugby The Trust is supportive of a multiuse space and are very happy that they have a plan to utilise the space, containers and lights, They have agreed to developing a longer term jointly.
8.4	Therfield Grass cutting and Central Green Contract email It was agreed to allocate the £800 to the Parish Council. However it was agreed to say No to the path as this was taken out at their instruction. A plan needs to be developed for Greens including the Chapel.
9	<b>Events and Requests</b>
9.1	Royston Runners Events 2024 Folder of Papers ACTION BH to pick up conversations.
9.2	Request for stall/horsebox to sell Dog food from Reggies Reggies Raw Meats It was agreed to reject this request. There is already pressure in the car parks with existing events and customers. It was suggested Reggies talk to the Market Manager in Town.
9.3	Request to host an outdoor arts session from Friends of the Heath Heath and Green form This was agreed.

9.4	<p>Company volunteering requests</p> <p>Company volunteering email</p> <p>JM to send volunteers on regular Work Parties. The Electric All Terrain Vehicle is still live but awaiting a Ranger.</p>
9.5	<p>Permission to set up Car park booth/commercial operations</p> <p>The decision was to reject these requests.</p> <p>A burger van competes with current cafe.</p> <p>ACTION CS to reply to request.</p>
9.6	<p>Herts and Middlesex Butterfly Conservation Walks 2024</p> <p>Heath and Green form</p> <p>The Conservators agreed to this request.</p>
10	<b>Finance Matters</b>
10.1	<p>Accounts</p> <p>See February accounts.</p>
10.2	<p>IT Support</p> <p>Quote</p> <p>The quote was deemed too expensive.</p> <p>SSL certificate</p> <p>ACTION CS/NK</p>
10.3	<p>Debit Cards and Mandate</p> <p>Add Colin to mandate and remove Paddy. Signatures of all trustees required. Authorise Debit cards for NK and CSm, to be actioned when mandate changed.</p>
10.4	<p>Budget</p> <p>See Budget 2024</p>
10.5	<p>Charity Account</p> <p>Charity email &amp; comments</p> <p>It was agreed to deposit £100,000 into an investment account.</p>
11	<b>Legal Actions, Disputes, Wayleaves and related issues</b>
12	<p><b>Any Other business</b></p> <p>Fun Fair – the rate is OK. We will need to gain food permission from Heath Cafe. In addition, we could suggest the Fair considers NHDC events guidance, although this is not our responsibility to do/check.</p> <p>ACTION CS/CH to contact the Heath Cafe.</p> <p>ACTION CH to give permission for events area to be cut by the Golf Club. Roadside as well.</p> <p>Dog Show</p> <p>It was agreed to say No as Royston already has one at the May Fayre.</p>
13	<b>Date of next meeting</b>

	<b>25<sup>th</sup> April, 7pm Black Barn</b>
--	--