

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

Clerk: Carol Fossick

Deputy Clerk: Maria Barber

Email: sitemanager@therfieldheath.org.uk



Summary minutes for the meeting held on 28th November 2024 at 7pm at the Black Barn

Abbreviations may be used to identify individuals:

Chair or NKe: Nick Keep, CSm: Colin Smith; CHa: Clive Hall; BHa: Ben Harrop;

RLa: Robert Law; JKi: John King; Rev Carol Newnham

Attending : Chair or NKe: Nick Keep, CSm: Colin Smith; CHa: Clive Hall; BHa: Ben Harrop;

Item	
1	Apologies for Absence RLa: Robert Law; JKi: John King; Rev Carol Newnham
2	Declarations of Interest: (see ** for any relevant minute details)
3	Approve the minutes of the meeting held on 25th October 2024 Approved
4	Major items to discuss
4.1	Staffing Long list of applications with some potentially good candidates Action NKe CSm and CF set interview times
4.2	Tennis Tennis taking legal advice on lease and having discussions on options. Action : CF to defer further engagement until Tennis have legal advice
4.3	AWL Responses submitted.
4.4	KKP

	<p>CHa has circulated information. Need to get meeting set up.</p> <p>Action : CF chase up KKP for meeting</p>
5	Project/Task updates
5.1	<p>Right of Way</p> <p>Phenomenal amount of paperwork has been located and reproduced and time spent mastering where each map and evidence is located in our case and that of HCC.</p> <p>Expect decision in 2 mths</p>
5.2	<p>Car park</p> <p>Applied as 28G to get 28 (I) NE consent to allow others to do this work Limestone working well</p>
5.3	<p>Strategy for removal of Containers : discussion of view.</p> <p>Action : CF to re confirm to runners container to go. Further instructions regarding other container will be given to CF in 2025.</p>
5.4	<p>Agricultural subsidies in 2025 – brief review and discussion.</p> <p>Action : defer until ranger in place.</p>
5.5	<p>Election February 2025</p> <p>Discussion – set date. 13th February with AGM and open meeting. Can be upper room in Town Hall.</p> <p>Action : Deputy Clerk to book meeting : CF will start the process</p>
5.6	<p>Website</p> <p>Change is needed : need to be clear on the look /feel ‘brand’. Eg Signs and/or website need to match.</p> <p>Action– add in as a budget item for 2025. Team needs to work on look and feel using</p>
5.7	<p>Support for homeless person : Vulnerable person – in winter – action and outreach to continue to get a better solution.</p> <p>Action : agreed additional outreach to get advice on what more we can do.</p>
5.8	<p>Health and safety for scrub clearance.</p> <p>Discussed need to review procedures based on revised information.</p> <p>Action : CF to do ‘checklist’ form to ensure we capture information in one document. NKe to revert to contractor to discuss grass cutting.</p>
5.9	<p>Posts</p> <p>Xmas Tree Area (WWII fenced area) needs some small fix or upgrade. Issue with lighting columns etc.</p>

	Action : RLa will cost up new fence in correct location
6	Health & Safety, Accidents and incidents
6	Health & Safety, Accidents and incidents Damage on Golf course on 16 th . Discussed Volunteer group scratched - seems fine – incident logged. Noted.
7	Leases, Licenses and Tenants etc
7.1	Licence fees Discussion – agreed one set charge – raised from 2024 by £5. Action : Deputy clerk to advise PT
7.2	Heath Café Discussion – offer to pay installation of required kit to comply with insurance obligation. Action : CF to tell Café.
7.3	Golf Club Meeting on 16 th so nothing to report here.
7.4	Rugby Rugby looking into ways to manage club’s growth and associated problems.
7.5	Signs – CF In hand – look and feel needs to be discussed – awaiting HCC feedback om 106
7.6	Road signs opposite Hedera Gardens need to locate who installed them on our land.
7.7	Community Engagement Letter seemed fine – 60-70 copies.
7.8	John Jenkins Racing: We need to reach out to offer the quarterly meetings which are so useful with other tenants to exchange information and keep in touch. Action : CF to achieve this.
8	Events and Requests
8.1	Car parking at Therfield Heath Clerk to respond that if we can get details of who to write to we will make contact about vacant land opposite our site. Also Barriers in this car park ; Agreed there is a need – CSm to forward plan.
8.2	Outdoor project

	Action : Carol Agreed in principle :set cost : gazebo is also ok but must be taken down after each session.
8.3	Canicross : reach out and advise of set cost.
8.4	Christmas tree shredding drop off – refuse this as there are more suitable locations in Royston for this Action : CF to say no.
8.5	Orienteering request from Action : CF/Deputy to ask rugby about space and then make decision based on land use/safety etc
9	Finance Matters
9.1	Accounts and Appointment of Examiners Action : NKe and Dep Clerk to action
9.2	Banking - fine
9.3	Budget & Budget 2025 Maintenance is increasing in cost. Greater Spend v Budget. With staffing and grass cutting we are breaking even
9.4	Extra works for Lancaster Hill – discussed.
10	Legal Actions, Disputes, Wayleaves and related issues : nothing
11	Any Other business nothing
13	Date of next meetings Short meeting on 19th at Black barn 6pm. Then full meeting 7pm, Thursday 23 rd January 2025, Black Barn