

Sandridge Parish Council



JERSEY FARM WOODLAND PARK MANAGEMENT COMMITTEE

Met at 7.30pm at Sandridge Village Hall on Monday 3rd July 2023. There was a walkabout prior to the meeting on the Woodland Park from 6.30pm for those able to attend.

PRESENT:

Parish Councillors - Jenny Roberts (Chair), Carol Chalkley, Adam Twidell (walkabout only), Julie Oakley, Maurice Wells
District Councillors – Raj Visram
Public Members - John Forward, Carol Higgins, Paul Stack, Anne Thomas

OFFICERS:

Emma Hostler, Deputy Clerk

APOLOGIES:

Luke Sieger – Parish Councillor
Adam Twidell (from 7.30pm) – Parish Councillor
Lorraine Kirby – District Councillor
Frances Leonard, Clyde Martindill – Public Members
Mark Carter – Warden
Rebecca Pannese – Projects, Amenities and Community Engagement (PACE) Officer

ABSENT:

Jamie Burrows

621. TO ELECT A CHAIR

It was proposed by Cllr Higgins and seconded by Cllr Visram that Cllr Roberts be elected as Chair of the Committee. It was, unanimously;

RESOLVED

That Cllr Roberts be elected as Chair of the Jersey Farm Woodland Park Management Committee.

622. TO ELECT A VICE CHAIR

It was proposed by Cllr Roberts and seconded by Cllr Chalkley that Public Member John Forward be elected as Vice Chair of the Jersey Farm Woodland Park Management Committee. It was, unanimously;

RESOLVED

That Public Member John Forward be elected as Vice Chair of the Jersey Farm Woodland Park Management Committee.

623. REAFFIRMATION OF PUBLIC MEMBERS

The Public Members present reaffirmed their commitment to continue as Public Members of the Jersey Farm Woodland Park Management Committee. Cllr Roberts welcomed the new Public Member Paul Stack to the Committee.

624. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Mark Carter, Cllr Lorraine Kirby, Cllr Luke Sieger, Frances Leonard and Clyde Martindill.

625. DISCLOSURES OF INTEREST AND DISPENSATIONS

There was none.

626. MINUTES

The minutes of the meeting held on Monday 27th March 2023, having been previously circulated, were taken as a correct record and it was, unanimously;

RESOLVED

That the minutes of the meeting held on Monday 27th March 2023 be approved and signed by the Chair as a correct record.

627. APPROVAL OF TERMS OF REFERENCE

It is a statutory requirement to review the Committee Terms of Reference annually. Members reviewed the current document, and it was proposed by Cllr Roberts to increase the membership of Parish Councillors from five to six and that the additional place be filled by Cllr Maurice Wells. This amendment will be ratified at the next Full Council meeting on 12th July. It was;

RESOLVED

To amend the Terms of Reference to increase membership of Parish Councillors to the Committee from five to six places. It was further agreed that Cllr Maurice Wells would join the Committee as a Parish Councillor. This amendment will be taken to the next Full Council meeting on 12th July for ratification.

628. MATTERS OF NOTE

- The Deputy Clerk and Cllr Roberts accompanied the Green Flag judge for the annual site assessment of the Woodland Park for this award. The final report has since been received and circulated to Members, but no further details are available at this stage due to an embargo on publication until 18th July.
- The Project, Facilities and Community Engagement (PACE) Officer and the Deputy Clerk are due to meet with Tim Hill, Conservation Manager, Herts and Middlesex Wildlife Trust (HMWT) to discuss ideas for increasing biodiversity on the Woodland Park and potential sites for further botanical surveys.
- Cllr Twidell has received instruction from Mark Carter on use of the new mower to assist with keeping paths clear through the long grass in the top meadow where runners start and finish the parkrun course on a Saturday morning. This grassed area would normally be kept short in preparation for summer events, but as there have been no events this year, the grass has been left to grow. Future mowing of this meadow grass will be included in the Management Plans from next year.
- Cllr Roberts hosted two successful evening bat walks in June meeting at the

Highfield Road entrance and walking along BW 53 adjacent to the Park.

629. REVIEW OF THE MANAGEMENT PLANS AND CURRENT EXPENDITURE

Committee Members were asked to review the annual Management Plan previously circulated to note activities undertaken to date. This includes the first of two cuts of the meadow grass between Bill's Wood and the North Plantation (as recommended in the recent HMWT botanical survey) and removal of the holly tree near the war memorial (as recommended during the recent Green Flag site visit). Members also noted current expenditure of just £212 for the purchase of bat detectors against the annual budget of £20,335.

630. 5-YEAR MANAGEMENT PLANS 2024-28

Mark Carter, with some input from a working party, has provided a first draft of the 5-year management plans for 2024-28, circulated to all Members. These plans included a synopsis of proposed aims and activity under key headings including *Habitats: Grass, Trees, Woodland, Hedges, and Pond* and *Facilities: Furniture, Information and Events*; a breakdown of activities and associated costs per year; and will eventually include annotated maps, or visual representations of the written plans.

Members were invited to submit their own ideas for inclusion in the plans. The Deputy Clerk explained that due to the annual budgeting schedule the plan for 2024-25 will need to be finalised at the September meeting and therefore due to time constraints Members were asked to submit any ideas to the office prior to this. Cllr Wells has already submitted a proposal for the installation of bike parking to the Full Parish Council. It was also agreed to establish a new working party at the September meeting so that Members could share knowledge and ideas in an informal setting with a view to then finalising the remaining long-term plans. In the meantime, it was agreed to discuss with Mark Carter and the PACE Officer a date for volunteers to cut back some of the vegetation that has grown around the pond, the time capsule, and around the benches, as highlighted in the Green Flag report.

631. FOOTPATH REPAIRS AND INSTALLATION

The PACE Officer provided an updated report, distributed to Members, on amendments to the original project specification to the existing surface of the perimeter footpath and installation of a new path at the Chiltern Road entrance. Members noted that having received three quotations, a suitable contractor has been identified, and the modified works are due to be undertaken towards the end of the summer or early autumn.

632. PRINCESS DIANA TREE REPLACEMENT

Cllr Roberts provided a brief history on the site of the Princess Diana Tree and explained that having considered requesting use of the £2,000 locality grant from Cllr Annie Brewster to commemorate the King's Coronation it would be more appropriate to use this funding elsewhere in the Parish. Cllr Chalkley proposed planting a number of trees on the site. Cllr Jenny Roberts will continue to follow up with the wood sculpture. These suggestions will be followed up with Mark Carter.

633. SUGGESTIONS OR MATTERS ARISING SINCE THE CIRCULATION OF THE AGENDA

Cllr Wells made a suggestion for the installation of litter bins on the Woodland Park but it was explained that it was a deliberate policy not to provide bins in order to encourage visitors to take their rubbish home with themselves. Also, the current dog bins are dual purpose, and the installation of further bins will incur associated costs with John O'Conner.

DATE OF THE NEXT MEETING

The next meeting of the JFWP Management Committee will take place at Marshalswick Community Centre at 7.30pm on Monday 18th September 2023. A site walkabout will take place beforehand, meeting outside Woodland House at 6.30pm.

There being no further business the meeting closed at 8.55pm.

Chair

Date