

COLESHILL PARISH COUNCIL

Meeting of the Common Management sub-committee

On Tuesday 9th April 2024 in the Village Hall, Barrack Hill, Coleshill at 7.00 pm.

NOTICE OF MEETING

Notice is hereby given that the **MEETING** of the **Common Management Committee** will be held on **Tuesday, 9th April 2024**
At the Village Hall, Barrack Hill, Coleshill HP7 0LN

All Members of the Committee are hereby summoned to attend for the purposes of considering and resolving upon the business to be transacted in the agenda below.

After point 2. Of the Agenda the meeting is stopped so that members of the public are invited to bring before the Council any matters of concern within the community. The public are welcome to attend the following meeting once it recommences but may not participate.

1. Apologises for Absence
2. Matters Arising - Hazard tape cordoning off part of the Pond.
 - Pond bench refurbishment request

DEMOCRATIC PERIOD- Parishioners` questions and comments.

3. Ash trees update & replacement trees choice.
4. Willow trees – 6-month checks
5. UKPN use of the Common
6. Action plan 2023-24 review of work completed.
7. Action plan 2024/5 for Common & Pond review & Support days from Chiltern Rangers & Chiltern Society
8. Plan for public participation events. – Wildlife Explorer Day
9. Finance -Quotes for work
 - Budget for 24/25
 - 2023/24 Actual vs. Budget expenditure end of year review
10. Next meeting date 3rd September 2024 - Coleshill Village Hall

Coleshill Clerk

From: Colin's Emails ~~colin.bradley@coleshill.org~~
Sent: 03 April 2024 11:23
To: clerk@coleshill.org
Subject: Wooden bench

Sent from my iPhone

I am a friend of Sarah Jane Lipman's daughter Natasha. She asked me to help her restore her mum's commemorative bench that's situated by the pond. On inspection its condition is pretty bad. I wondered if I could have permission to remove it to carry out restoration work. I would probably have it for a couple of weeks and then return it. Many thanks, Colin Bradley

2023

SPRING WORK:

APRIL

- TUESDAY 4TH WORK PARTY 5 VOLUNTEERS. SCALLOPING AREA
- TUESDAY 18TH WORK PARTY 5 VOLUNTEERS. SCALLOPING AREA
- SATURDAY 22ND WORK PARTY TO BEGIN TO IMPROVE THE PICNIC AREA AND/OR
- REDISTRIBUTE REMAINING AGGREGATE ON THE MUDDY STRETCHES OF THE PATH ON EITHER END OF THE BRIDGE OVER THE LITTLE STREAM LEAVING THE COMMON POND.
- ONLY THE PICNIC AREA TASK WAS DONE. 4 VOLUNTEERS.
- SUMMER WORK: SATURDAY 29TH REPEAT WORK PARTY. ONLY 1 VOLUNTEER – ME!

MAY

- TUESDAY 2ND WORK PARTY 3 VOLUNTEERS
- TUESDAY 9TH WORK PARTY + MEETING POTENTIAL GRASSCUTTING OPERATIVE.
- SATURDAY 13TH WORK PARTY - HOPING TO COMPLETE THE TWO IMPROVEMENTS: THE PICNIC AREA AND REDISTRIBUTING THE AGGREGATE TO THE MUDDY AREAS EITHER SIDE OF THE BRIDGE OVER THE LITTLE STREAM. 3 VOLUNTEERS
- TUESDAY 16TH WORK PARTY 2 VOLUNTEERS
- TUESDAY 23RD WORK PARTY 2 VOLUNTEERS
- TUESDAY 30TH WORK PARTY 3 VOLUNTEERS

SUMMER

JUNE

- SATURDAY 3RD WORK PARTY 3 VOLUNTEERS
- TUESDAY 6TH WORK PARTY 3 VOLUNTEERS
- TUESDAY 13TH WORK PARTY 4 VOLUNTEERS
- TUESDAY 20TH WORK PARTY 2 VOLUNTEERS
- TUESDAY 27TH WORK PARTY 3 VOLUNTEERS

ALL KEEPING OPEN THE PATHS THROUGH THE GRASSLAND AND THE PATHS THROUGH THE WOODED AREAS.

43 VOLUNTEERS @ 2 HOURS EACH

86 PERSON HOURS

- JUNE 12TH EASTERN END OF THE COMMON GRASS LAND CUT BY DAVID FLACK AND ASSISTANT.

YELLOW MEADOW ANTS SURVEY COMPLETED

AUTUMN WORK:

SEPTEMBER

- GRASS CUTTING CHILTERN RANGERS + VOLUNTEERS
- SMALL MAMMAL TRAPPING EVENT FOR THE FAMILIES TO SEE SOME OF OUR LITTLE RODENTS.

OCTOBER

- SCALLOPING
- SATURDAY 21ST WE FINISHED SPREADING THE LEFT OVER AGGREGATE AT EITHER END OF THE BRIDGE. 6 VOLUNTEERS @ 2 HOURS EACH

NOVEMBER

- THE OPENING UP OF THE RIDE BY CEDAR PARK TREE SURGEONS

NEW YEAR 2024 WINTER - SPRING

- TUESDAY 2ND JANUARY WE SPENT THE FIRST OF TWO SESSIONS FINISHING THE SCALLOPING AREA.
- TUESDAY 8TH JANUARY WE LAID TWO MORE LENGTHS OF THE WHEATSHEAF PATH. ONE SECTION AT THE TOP AND ONE BELOW. WE HAD HELP FROM THE CONSERVATION VOLUNTEERS AGAIN.
- 7TH FEBRUARY WE DID SOME PATH CLEARING DOWN FROM THE GRASSLAND TO THE UMBRELLA TREE FROM BOTH SIDES.
- SATURDAY 18TH FEBRUARY WE HAD A SUCCESSFUL MORNING DOING THE FIRST STAGE OF TIDYING UP THE PICNIC AREA, WHERE THERE ARE TABLE WITH BENCHES. IT INVOLVED A LOT OF RAKING AWAY OF FALLEN LEAVES TO CLEAR THE AREA. WE ALSO CLEARED BACK THE BRAMBLE AND THE DEAD BRANCHES AWAY FROM THE GRASSLAND AND CLEARING AROUND THE APPLE TREE.
- FRIDAY 1ST PETE WHIPP CAME AND DID THE TREE FELLING ON THE LIST WE COMPILED TOGETHER A WHILE AGO TO WHICH I HAD SUBSEQUENTLY NOTICED SOME OTHER TREES THAT NEEDED TO BE FELLED. THE WORK WAS FINISHED BY MIDDAY.
- TUESDAY 12TH. WE BEGAN TO LOG UP AND TIDY AWAY THE FELLED TIMBER.

2024 FINANCIAL YEAR BEGINS

WORK PARTIES FINANCIAL YEAR 2024 – 2025

WORK PARTIES ON TUESDAYS AND SATURDAYS IN EACH MONTH

SPRING

APRIL

9th The meeting of the CMC in the Village Hall

Pond grass cut

Family i.e. Picnic Area

Send work requirements to CR/CS/TCV

WORK PARTIES:

Tuesday 2th

Saturday 20th

Tuesday 30th

MAY

Picnic area grass cut

Pond area grass cut

WORK PARTIES:

Tuesday

Saturday 18th

Tuesday 28th

JUNE

Draft Budget

Pond grass cut

Verge Cut

Picnic area grass cut.

Generally keeping the paths open:

Tuesday 4th

Saturday 15th

JULY

Weed overgrown plants in the Village Pond - probably not - the Amphibians need cover conserved to enable their breeding success.

Tuesday 2nd

July 7th WILDLIFE EXPLORER DAY

AUGUST

No Work Parties this month

Picnic area grass cut

Village Pond area grass cut.

Annual Tree Survey

Budget.

SEPTEMBER

Verge cut

Village Pond area cut

Picnic area grass cut

Autumn cut of the grassland area. CHILTERN SOCIETY - **DATE TO BE DISCUSSED.**

Check Mushroom Tree

Final Budget agreed

Tuesday September 3rd

? Saturday 14th Scalloping the next section of the Commons surrounding trees and shrubs. Or, later in November.

Tuesday 24th

OCTOBER

Verge grass cut

Picnic area grass cut

Tuesday 8th

Saturday 19th

Tuesday 29th

NOVEMBER

? Scalloping

Invoice for Admin Charge

Tuesday 5th

Saturday 16th

DECEMBER

Nothing until the New Year

LARGER TASKS THAT COULD BE INCLUDED IN 2024

- **Small Mammal Survey.** Dr. Kristin Thompson and myself.
- **Dormouse Survey -** to find out if we have any. Help from Dr. Kristin Thompson
- **Set up Camera Trap videos on the Village Website (or School) using my camera traps videos.**
- **Two more lengths of path to be made easier to walk in wet winter weather.** I have the timber for one of those not used by TCV.
- **Restoring the filter which was controlling the run off from the road.**
- **Hopefully, one day getting the Common Pond sealed so that it doesn't drain quickly.**
- **Any other ideas?**

2025

WINTER TASKS AND DATES TO BE DECIDED

JANUARY

FEBRUARY

MARCH

FINANCIAL YEAR ENDS

WILDLIFE EXPLORER DAY

ITEM 8

I have set out below what we discussed. Hope this helps. I will write to the organisations tomorrow and then we can perhaps meet when I am back from holiday, after 15 April? That gives a bit of time for people to respond.

Best wishes

Marieke

General

1.a What? Celebratory day on the Common with nature stalls and activities for families - possible name Wildlife Explorer Day (or Creatures on the Common)

2a Where? Coleshill Common

3a Who? 7 to 10 local organisations working on nature supported by volunteers from Coleshill and Amersham; possibly a cake stall and a Syrian food stall

4a When? Sunday 7 July from 11 to 3pm

5 a. How? Organised by the Coleshill Common Committee and Wild Amersham hopefully under the auspices of the Parish Council

6a. How much? Budget to be worked out - costs might include table and gazebo rental, a small donation to each organisation to cover costs (perhaps £50), advertising. Graham will check what budget is available from the Committee, and we could apply for funding from the Amersham Community Board.

To do:

1b. Graham to check whether the Parish Council is happy to have it organised under its auspices, whether it has liability insurance for this (and what that insurance does and does not cover), whether it can give any support, and whether there is anything else on

2b. Graham to check with the Committee to see if they are happy for this to be organised as a joint activity with Wild Amersham, and whether they have any conditions/ideas/suggestions

3b. Graham to check what budget might be available

4b' Graham to check whether Jean Dover who did the catering last time is happy to do that again

5b. Graham to check whether Steve Jones is happy to do an activity on butterflies

6b. Marieke to check with the organisations suggested (see below) if they are interested and available in principle and whether they have a table and gazebo

7b. Marieke to check with contacts in Coleshill to see if they are interested in helping (with advertising, spreading the word, helping out on the day)

8b. Marieke to check whether Narjes (Syrian lady) would be happy to sell Syrian food

9b. Once all this information is available, Graham and Marieke to meet again, and possibly to also meet with the Council and the Committee

Suggested organisations:

- BBOWT
- Penn group
- Wild Amersham
- Green Families
- Bucks Bird Club
- BARG
- Badger group
- Prestwood Nature
- Rough Around the Hedges
- Graham - making nestboxes
- River Misbourne Action
- River Chess group
- Chesham Environmental Group and/or Natural History Society
- BORG
- Bumblebee conservation trust
- Field Studies Centre
- Butterfly Conservation (or Steve Jones)
- Bucks Mammal Group

Common Management Sub Committee Finance report 9.4.23

- i) **Quotes for work** – there are currently no outstanding quotes for work requiring approval.
- ii) **Budget for 2024-25** – Up until 4.4.24 there has been no updates on the budget submitted to Bucks for the Common budget as to whether he has been approved or needed amendment. The Clerk has on numerous occasions tried to get a response from David Stowe at Bucks, who is the lead contact for the Common, but has been unsuccessful. The problem was escalated to David`s superior at the end of March who advised David was away until mid-April. The Clerk stressed that an answer was required for this meeting as work was already scheduled for April. A response came back that the budget had been reduced to the previous year`s total and David would send out Purchase Orders on his return. The Clerk has challenged the reduction as at David`s request an extra £2500 had been put into the budget for the diseased and unsafe ash trees at the Pond which had received planning approval in December 2023. There will be concern that funds requested for volunteer day assistance from Chiltern Rangers or Chiltern Society will not be made available which will make maintaining the Common more difficult if volunteers from the village do not come forward.

Proposal: Wait for David Stowe`s return to get a breakdown of the budget that has been approved to identify which works he has cut out or reduced.

- iii) **2023-24 End of Year Review of Actual vs. Budget expenditure**- grass cutting of the central part of the Common was underspent due to only 1 cut being completed. Verge cutting also was underspent as one detailed cut was made by Remy in summer and a 2nd cut made in the Autumn using David Hall which was a `rough cut`. No funds for tools, plants or grass scalloping were used which allowed extra unbudgeted tree work to take place. It is clear if the budget does not get used, Bucks will reduce it further in future years. The next round of budget planning will need to start in June/ July by the CMC.

ITEM 9.11

Section F - Common & Pond Committee

(£) means underspent

COMMON & POND EXPENDITURE - budget reduced may 2023 by Bucks		Requested Budget Dec 2022 exc. VAT	Amended Budget May 2023 exc. VAT	Currently Spent	Balance
Grass Cutting	C&PC	1,134	1,134	760	(374)
Mushroom Tree Cutting	C&PC	80	80	70	(10)
Grass Cutting - Pond	C&PC	550	550	550	0
Verge Cutting	C&PC	1,120	1,120	660	(460)
Tree Work contingencies	C&PC	1,500	0	1000	(500)
Tools	C&PC	210	210	0	(210)
Plants	C&PC	160	160	0	(160)
Grass area scalloping	C&PC	350	350	0	(350)
Annual tree survey	C&PC	220	220	100	(120)
Pond maintenance	C&PC	2,000	761	0	(2,000)
Willow trees pollarding	C&PC	1,500	1,500	1320	(180)
Admin charge	C&PC	150	150	150	0
Misc	C&PC	105	105	122	17
Dog bin emptying	C&PC	120	120	124	4
Total		9,199	6,460	4,856	(1,604)

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Section F - Common & Pond Committee Budget & Expenditure 2024-25

(£) means underspent

		Amended Budget May 2023 exc. VAT	Currently Spent 2023/24	Requested Budget 2024/25	Amended Budget April 2024 exc. VAT	Currently Spent	Balance
COMMON & POND EXPENDITURE - budget reduced April 2024 by Bucks							
Grass Cutting	C&PC	1,134	760	1250			0
Mushroom Tree Cutting	C&PC	80	70	80			0
Grass Cutting - Pond	C&PC	550	550	550			0
Large Cutting	C&PC	1,120	660	1120			0
Tree Work contingencies	C&PC	0	1000	0			0
Tools	C&PC	210	0	210			0
Plants	C&PC	160	0	300			0
Grass area scalloping	C&PC	350	0	700			0
Annual tree survey	C&PC	220	100	250			0
Pond maintenance	C&PC	761	0	0			0
Willow trees pollarding	C&PC	1,500	1320	0			0
Admin charge	C&PC	150	150	230			0
Misc	C&PC	105	122	200			0
Dog bin emptying	C&PC	120	124	120			0
Village Hall hire for 2 public meetings	C&PC			120			0
Ash tree felling	C&PC			2,500			0
Replacement trees for Ash	C&PC			250			0
Volunteer assistance with Common works (3 days at £350 per day)	C&PC			1050			0
Total		6,460	4,856	8,930	6,460	0	6,460