**Friends of Worts Meadow**
**Minutes of Committee Meeting**
**Thursday 11 July 2013**

## 1) Welcome, introductions and apologies

Present: Frances Dipper (Chairman), Robert Humphrey (Secretary), Robert Stripe, Guy Warren, Phil Clark, Anna Bilton, Graeme Bilton, Ray Gambell, Dannie Gambell, Barbara Le Gallez

Apologies: David Pell, Ruth McArthur, Judy Stevens, Andrew Stevens, Melanie Hale.

FD opened the meeting by welcoming Barbara to her first committee meeting with us.

## 2) Agreeing minutes of previous meeting (18 April) as circulated.

The minutes were agreed subject to the following amendments:
Page 1 Item 3c change to ...Bat Detectors and I.D. charts.
Page 5 Last bullet point change to .....litter clearing event...

## 3) Matters arising.

a. Notice Board. PC delivered a board to the meeting, FD agreed to paint and then to consult with members on siting and installation. **Action FD**
b. Bags for dog waste dispenser. RH said he had purchased some bags and was keeping dispenser topped up.
c. Notice to dog walkers to clean up dog mess. Following discussion PC said he would obtain for us an appropriate poster that we could laminate and display. GW asked for two copies for display at both Cockfen Lane gates. **Action PC**
d. Log to record who borrows and returns I.D. charts. FD apologised that she had not yet prepared this. **Action FD**
e. Bird nest boxes. RH said that since the AGM both he and David Pell had been in touch with Diane Docherty, Director of Emmaus Cambridge, and she had confirmed they could make the boxes we require for a donation of our choice. They had made an example which RH showed to those present. Following this it was agreed that:

- We would ask Emmaus to make 20 boxes subject to Judy Stevens agreement which RH would seek. **Action RH**
- We would ask them to make 16 boxes with 32mm entrance holes to which we would add metal plates, 8 x 25mm holes (Blue Tits), 8x 32mm holes (Great Tits) plus 4 open fronted boxes for Robins. **Action RH**
- We would ask them to change the example they had provided so that instead of a screw fastening the lid there was a hook and eye. This would facilitate opening for cleaning out after installation and hopefully use. **Action RH**
- We would not require Emmaus to paint with wood preserver as RG has some spare preserver that could be used, he will deliver this to FD. **Action RG**
- GW said he would see if he could have some metal plates made if he was given the size required.

f. Members feedback on recording sightings via irecord. Only FD and RH had used the system and apart from RH having problem changing default password no problems.

g. Placing barley straw in ponds to reduce algae. GW said he had placed straw in 3 ponds with mixed results. No benefit in big pond but he thought it had helped in half moon pond and wood pond.
PC said he thought bales should be opened up to allow air to enter straw. He suggested spreading straw out in nets for which fruit netting would be ideal. Volunteers required. **Action all**

h. Any thoughts on Group Logo. Carry forward to next meeting; perhaps involve local art group to come up with design based on Great Crested Newt. RG said he would send initial idea for on to FD **Action RG**

i. Great Crested Newt Survey. FD said she had not had time to undertake this therefore carried forward to next year.

**4) Correspondence.**
None

**5) Treasurer's Report**
In the Treasurer's absence RH read out his report.
Since our AGM there have been no receipts and one item of expenditure namely £76.52 for I.D. charts and printing. Balance of funds in bank account was £2491.15.
A notice of change of Terms and Conditions had been received from our bank, Lloyds TSB meaning that from 10 August 2013 we would incur charges on all transactions.
Our Treasurer wanted to know if he should look around for a different bank that offered us free banking.
The meeting thought in principle we would like free banking but that we should not rush a decision.
RS said he would enquire of Nat West Bank if they applied charges to small organisations such as ours. **Action RS**
In the meantime consult with Treasurer on his opinion.

**6) Group training/Equipment**
a. Risk Assessment workshop. PC said he might have enough interest to organise a course in the autumn. GW and BLeG volunteered from our group. **Action PC**
b. Report by BLeG on leadership training undertaken and how we might make use of this. Barbara said that she had attended a one-day course on 27 April run by Conservation Volunteers at which there were 8 attendees.
She gave an outline of the course and PC said that she could perhaps lead an event in the autumn such as coppicing where he would be available for consultation.
Two points we needed to attend to for Health & Safety reasons were:

- Everyone should know the postcode for our reserve as it would need to be quoted in the event the emergency services need to be contacted. **Action RH**
- We need to hold a portable first aid kit. PC said he would supply one to the group and this should be held by Melanie Hale who is our trained first- aider.

It is:
CB25 9FG

**7. Events and Activities**

a. Report on events since last meeting

- Annual Management Walk.
  PC said this was undertaken prior to our AGM on 9 May. He said that our aims as outlined in our Management Plan had been met. He will prepare a new Management Plan, which will be emailed to members. **Action PC**
- Isleham Group open day
  RH said he had attended this event on 22 June. The Isleham Group was similar to ours in that it was formed in 2010 has about a dozen active volunteers who do most of the management work and an interested mailing list of 70. RH gave details of their reserve, which is the site of an old railway track and is chalk grassland. He explained some of the management work undertaken and other sites in the parish where they have involvement.
- Stand at Village Garden Party
  RH said he manned an FOWM stand on 6 July at which photos of the site were displayed along with the background of the group and its aims. A list of future events was also displayed.
  No new members were obtained but a few people made note of the pond dipping date.
  RH thanked David Pell for loan of the table and help with erecting the gazebo, Andrew Stevens for manning the stand for part of the afternoon and Lee Coddrington Construction for loan of the gazebo.
  FD said that if there was a village fete in future years we could consider running wildlife events for children.

b. Future planned and new events/activities, dates and details

- Pond dipping 31 August starting 2.30pm.
  FD to lead and deal with publicity but support from other members welcomed on the day. **Action FD**
  FD has ordered 2 'professional' nets + 6 others + 6 trays.
  FD said that in addition to main pond she might use half moon pond.
  PC will see if Deborah Marchant can attend as last year. **Action PC**
- Setting out Moth trap 31 August at 10pm
  Examination of moth trap and identification of species before release,
  1 September starting 8am.
  PC suggested we hire Village Hall from 8am to 10 am when we could invite people to view results and have tea/coffee plus bacon sandwiches.
  RH to book hall and check on hygiene regulations re supply of cooked food.
  **Action RH**
- Ragwort clearance
  PC to follow up with Sarah Shepherd re clearance as required under Higher-Level Stewardship agreement. **Action PC**
  GW said there was too much in first meadow for us to tackle by hand and suggested we cut off flower heads in second meadow and he will do same in Bourne Wood. Place flower heads in strong bags, tie up and leave by large metal gate, GW will arrange disposal. **Action all**

- Fencing half moon pond.
  GW said dogs using pond no longer a problem so fencing not necessary.
  Agreed to monitor in future and bring up at future meeting if position changes.
  **Action GW**
- Fugus foray 12 October starting 10am.
  Phil has organised an expert and will see if he has a suitable poster that he can email and we can adapt. **Action PC**
- Consolidating log piles/hole filling in meadow
  Fix date at next meeting.
- Daffodil bulb planting.
  Fix date at next meeting
- Any other events for 2013
  FD suggested we have an informal social evening towards the end of the year, discuss further at next meeting.

**8) Website**

FD and GB to get together in September to discuss. **Action FD & GB**

**9) Any other business**

- PC asked if it was OK for him to set up a Facebook page for our group. He will be administrator and page will have links to similar groups in county. Agreed by all. **Action PC**
- GW asked PC if he knew present position on removal of silt from moat. PC said he would contact Quinton Carroll, Cambs. C.C. archaeologist, for update but he suspected delay was funding. **Action PC**
- GW asked PC if he knew when additional pond in half moon area would be dug. PC said he would ask Sarah Shepherd for an update. **Action PC**
- RH said that Isleham group thought it would be a good idea if major items of equipment were pooled amongst groups, something PC has mentioned before.
- RH said he would be unable to attend the next meeting so could someone else take the minutes and provide refreshments. PC said he would record the action points arising and at the suggestion of FD members would bring their own refreshments.

**10) Date of next meeting**

This is on Thursday 10 October commencing 7.30pm

The meeting ended at 9.10pm