

Halesworth Millennium Green Trust

Registered charity no. 1079518



Notes from Trustees' Meeting
held at 7.00 p.m. on Monday 1st June 2015
at Brook House, Quay Street, Halesworth

Present

Trustees: John Bainer, Don Foster, Kelly Jacobs, Sal Jenkinson, Nicky Rowbottom, Richard Woolnough
Secretary: Judith Woolnough

1. There were no **Apologies**

2. The **Notes** of the last two meetings (12th November 2014 and 3rd April 2015) were agreed and signed as a correct record.

3. The **New Trustees**, Kelly and Don, were welcomed and various aspects of the 'job' were discussed.

4. Finance

- John presented a set of accounts for the last year and stated that the monthly standing orders were now nearly £100 and the Gift Aid received from HM Revenue and Customs was £394.50. The bank balance stood at £30,875.16 of which £20,000 is emergency fund and £5665 from Lottery for Signage and Access Project (£818 having already been paid to Mustard Creative for leaflet design). As the smallest cheque that can be drawn from Ipswich Building Society is £25 John keeps a Petty Cash float of £100 for any small outgoings.
It was agreed that Expenses claims would be itemised on the accounts to have a clearer idea of what money spent on, eg. mowing which includes fuel and maintenance.
- Matt Waters of Lovewell Blake (local Accountants) has kindly agreed to sign off Annual Accounts free of charge. **John** will arrange to take them to him.,
- Richard explained the government grants from DEFRA (Department for Environment, Food and Rural Affairs)
Application had recently been made to the Rural Payments Agency for the Basic Payments Scheme (which had taken over from Single Payments Scheme) and the grant amounts to about £3000 a year. Don took the information on BPS and Cross Compliance to study.
(Cross Compliance is a term used to refer to the requirement for farmers to comply with a set of Statutory Management Requirements (SMR) and also ensure that the land is in Good Agricultural and Environmental Condition (GAEC) so that they can qualify for a full payment. Richard fills in the Soil Protection Standards form annually in December) **Don** took BPS information away to study.
Environmental Stewardship is received from Natural England (used to be Entry Level Stewardship) and amounts to about £500 a year.
- Tim (Blythweb) had responded to Dale's query regarding certain glitches on the website and said that a newer version would be the answer. **Sal** would ask Dale to find out how much this might cost.

5. **Awards for All Project** – the grant must be spent by 8th January 2016

- **All Trustees** were given a copy of the latest version of the leaflet from Mustard Creative and were asked to give Nicky their comments on Wednesday.
It is intended to get the leaflet done by the end of June also the draft of the board.
Mike Pratt who had carved a sign for Stanny Field Centre had been asked to price up artwork for the fingerposts.
Richard would speak to Mark Woolnough regarding the work to be done on various footpath surfaces.

6. New Reach Project

- The new strimmer has been purchased and Don is the only certified operative. It is hoped that the New Reach Fund that the Town Council hold (about £2000) would pay for Training. **John** and Gerald will be attending the next Town Council Finance meeting on 15th June regarding this and it was agreed **Trustees** would meet at 6 pm on Wednesday 3rd June to discuss the application.
Richard would speak to Gerald regarding booking a Training session for 6+

- The Environment Agency are going to spray the channel from Halesworth Lock to the Park, mostly for reed mace and Himalayan balsam. Waveney District Council have been informed, also the Wildlife Trust who were not concerned. Sal confirmed the advice from Norfolk Invasive Species Project Officer that the only way to control Himalayan balsam is “*to get the whole catchment area involved*”.
- **Richard and Sal** agreed to meet James Hewett from Southwold Railway Society one Wednesday morning regarding maintenance (bridge and engine shed site)
- **7.Walks&Talks**
- The Dawn chorus was well attended (16) and 25 species of bird were seen or heard
- Dan and Scott’s illustrated talk was also well attended and enjoyed.
- The next talk is on Wednesday 3rd June at 7.30 pm by Gerald on the new Reach Trail. **Richard** to take the bat detector.
- Two more to be arranged in July are Zena ‘Meet the Cows’ and Graham and Dale ‘Bats and Moths’ **Kelly** to talk to Dale as Ian Barr had offered to do a Bat evening again.
- A Folly walk was suggested.

8.Management Support Group

- It was decided to cancel the next monthly work party on 14th June, **Judith** to inform Vols.
- 3 trial holes had been dug for Louise’s pond and the best was beside the ditch in the part of Folly meadow near the orchard. The material dug out would be put in the ditch to block it and improve the wetness of the area. Final plans to be agreed.
- Richard had discussed and agreed the maze with Mick and Peter, Peter had mown it. **Richard** would send Mick a copy of the plan.
- It was agreed that Kelly would give a talk on small mammal trapping to the Vols and then have a practical session on the Green. This would be videoed as part of her Level 3 Award in Education and Training. **Kelly** to send **Judith** email to be forwarded to Vols. **Richard** to borrow small mammal traps from Arthur Rivett.
- It was agreed to hold the Volunteers’ Outing on Friday 18th September and ask Vols at the next Sunday work party and Management Support Group for suggestions.

9.Any Other Business

- **Educational visits**
It was agreed that another visit from Edgar Sewter Primary School was a great idea. Abigail Robinson has requested to use the Folly to run a children’s course for her Forest School Level 3. All agreed this a good idea and to arrange to meet and discuss the project. **Sal** to draft and **Kelly and John** to check protocol for group visits including requirement public liability for inclusion in the Management Plan.
- **Halesworth in Bloom**
It was agreed that **Richard** could put their plaque somewhere on the Green. **Kelly and Richard** to liaise regarding the portfolio. A copy of Management Plan was needed. **Richard** to send a copy of the Heritage Tree Register to Tamsyn.
- Beetle box of species found on the Green donated by Colin Lucas & Trish Taylor, too fragile to be on permanent display in Library or Museum. Currently kept by Sal to be used at events as appropriate

10.Next Meeting

- Monday 5th October at 7.00 p.m. at Brook House, Quay Street, Halesworth.

The meeting ended with thanks to John and Sue for their excellent hospitality.