**Halesworth Millennium Green Trust**

Registered charity no. 1079518

**Minutes of a Trustees’ Meeting**

**Held at Brook House, Halesworth**

**on Friday 15th March 2019 at 10 am**

**Present**

Trustees: Don Foster (Chair), John Bainer, Mark Fisher, Paul Hyden, Sal Jenkinson, Richard Woolnough

Secretary: Sue Bainer

1. **Apologies**: Nicky Rowbottom
2. **Minutes:** PH asked if the management report at the last meeting had been attached to the minutes. SB confirmed that it was attached in the Minute Book. DF asked if the minutes were accurate and the trustees agreed to accept them as an accurate report.
3. **Finance:** JB reported on the financial situation for the calendar year from now. Total income to date is £7234 that includes approximately £2000 monthly in standing orders and a rural payment of nearly £4000. Total expenditure was £2500 and there has been £36,700 income during the year compared with £33,000 in the previous year. MF pointed out that the £4000 is not a guaranteed annual payment. JB asked if anyone knew when the rural payment request has to be sent in and confirmed he will check this online. PH advised that he had spent £1500 recently on the trailer and other goods and is waiting for invoices to give to JB. RW felt the trustees should revisit the Financial Reserve Policy and tweak it as the Charity Commission like charities to consider this regularly. PH pointed out that repairs to the track will be an expense in due course and DF agreed that HMG will need reserves in the future for track repairs.
4. **Management Group Report:** PH is to send this report to SB for the files. PH advised that it had been too windy lately for work parties to work on the Green. He confirmed that work had been undertaken on access at the bridge and the new trailer has been delivered. The Orchard group has completed the pruning programme and the cattle ponds are being improved. There is a need to dig out ditches and this will be done in the future. PH advised that James Hewitt has done a lot of work in the Folly to do with the railways project and is relaying railway sleepers and rails. PH also confirmed that all the mowers had now been serviced and that the routine work of strimming and tidying had been done and that a fallen willow tree has been tidied up. PH is to organize the removal of the rotten fence around Dr Nair’s tree. There have been no joint working parties recently with the New Reach group. A discussion took place regarding water supplies for cattle. It was agreed that next year MG might remove some trees. A discussion took place regarding the planting trees along the river. SJ offered to write to David about the Environmental proposal to tell them that MG do not feel that their plan does not fit in in with our management report. DF felt that the plan was putting trees where we do not need them. MF asked if there was anywhere that we did want trees. The trustees agreed we do not need any more trees. DF pointed out that HMG had planted a lot of trees and we do not want to change the character of the HMG that depends on its views, the townscape and the view of the church. It was agreed that planting trees everywhere is not necessarily a good thing. **Action: SJ**

SJ asked if there was a possibility of getting an up to date survey on the botany on the Green. It was agreed that Graham Peck should be asked if he could do this for us. MF asked if this would take place every 2 or 3 years so that we can compare any changes and record them. RW suggested we define exactly what we want him to survey and compare the result with the last time this was done. We need to concentrate on key species and RW will discuss this with Graham. JB suggested that surveys should be presented in a format that can be easily compared with future surveys. It was agreed that MF should attend any meetings rather than PH as PH is very busy with other work. **Action: RW**

1. **Access to the Green:** A new Halesworth resident has asked the Larks Rise Resident Group if they could organize a slope from their gate to the footpath leading down from Holton Road to get onto the Green. A general discussion took place regarding pedestrian and vehicular access to the Green and RW pointed out that we do not have a definitive map showing access. SJ advised that she is in discussion with Daniel Hewitt, Solicitor at Cross Ram and he is looking into HMG’s land registry documents. There are two deeds saying that HMG own Railsend but they do not give any detail. Daniel has requested the deeds for clarification and SJ will continue to work with him on this. An Easement of necessity might be necessary for HMG to have access to the land with a vehicle. SJ confirmed that Daniel’s charges for this work will be very reasonable. **Action: SJ**

**Railway project:** DF outlined proposals made by James Hewitt regarding his plans for the narrow gauge railway. James and others have done a lot of work on this already and there is still a lot left to do and we need to know the timescale involved with this project. RW felt the whole concept is unrealistic and would change the character of the area. It was agreed that this project should be to conserve the original railway not restore it. The idea of a visitors centre was not suitable and access would be very difficult with nowhere to park. MF felt that this is a historical project that could be built somewhere else and RW pointed out that we have not agreed a method statement on how to turn a lorry around whilst carry out this work which appears to have started already. RW felt it would not be possible to get planning permission to run this proposed railway. RW felt we should acknowledge James and the work he has done so far which has been very good but point out that we cannot support the proposal as it will change the character of the area. PH agreed to draft an email to James.

 **Action:** PH

1. **Heritage Trail and the New Reach:** RW reported that HMG have been let down by the Environment Agency and that RW has had a conversation with Gerald who wants to put more water between the locks in the New Reach. The problem is raising the level of water under the bridge. PH said he would tell Gerald that a) there would be an impact on the Green and b) It is important that the flood plains are not affected and we cannot give permission or make a judgement on this aspect of the proposed work and we cannot provide access across the Green for the work. **Action: PH**
2. **Replacement Trustees:** SJ advised that Nicky was no longer able to be a Trustee and that the whole subject of replacing trustees needed review. It was agreed that in future the HMG land will be registered with the Official Custodian for Charities Register and not in individual Trustees’ names. So when a trustee leaves the Trust the land transfers to the Official Custodian from now on. SJ provided the correct release form to send to the Custodian and this was circulated to the Trustees for signature and SB was the witness. **Action: SJ**

Mike and Juliet Jackson will be asked if they are available to attend the next meeting and to confirm at that time their confirmation that they will be joining the Trust as new trustees.

1. **MG Secretarial support:** SJ confirmed that she will continue with the admin. work at present and maybe will need some help in the future. JB is to change the registered address of the Trust to Brook House with the Charity Commission. RW to give SJ filing on flooding to add to the files in due course. **Action: JB**
2. **AOB:** MF confirmed that he would like to be involved in the survey of the biodiversity and a meeting is to be organized by SJ. **Action: SJ**

SJ reported that the Winter Light event was fantastic and that we now have a very large caterpillar that can be used for other events and it was agreed that as it is lit this would be a good addition for the Christmas Lights switch on in the Thoroughfare.

JB asked if we wanted to do the Art competition again and a discussion took place. It was agreed to wait and see if HMG were contacted.

DF asked if we could formally thank Nicky for all her hard work over the years as a trustee and acknowledge her contribution in some way. SJ suggested organizing a mug to be printed for her and she will discuss this with Judith and send her the website details for ordering one. **Action: SJ**

1. Date of next meeting: The meeting closed at 12 noon and the next meeting will be on Monday 15th July 2019 at 10 am at Brook House, Halesworth.