

SILCHESTER COMMON MANAGEMENT COMMITTEE

The Committee met at the Calleva on Monday 21st July 2014 at 8.00pm.

Present: Anne Tynegate, Bob Radley, Chris Lee, Graham Dennis, Jon Saltmarsh, John Harrison, Paul Baker, Steve Spillane (SPC Chairman)

MINUTES OF THE MEETING

| Item | | Action |
|------|---|--------------------|
| 1. | <u>Apologies</u> none | |
| 2. | <u>Matters arising from minutes of last meeting</u> <ul style="list-style-type: none">• Eye wash to be purchased for first aid kit for work party• Insurance – has been completed• Lord's Wood – SS pursuing possibility of SPC purchasing, SS to check availability of funds | PB SS |
| 3. | <u>Higher Level Stewardship</u> The third Capital Works claim has been paid. Only one area, which is scheduled for clearance this autumn, still to clear to fulfil the 5 year plan of clearance. | |
| 4. | <u>Accounts</u> The balance in the SCMC account at 7 th July (taking account of a cheque yet to be presented) was £22,963.21. The proposed expenditure over the next year, including work on paths and rides (approx £5,500+vat), further spraying of birch re-growth (approx (£1,700+vat) will leave a balance of approx £9,000.00 by April 2015, which includes a reserve of £7 - 8,000.00 for the care of the cattle and ongoing costs. Although there are funds available to pay for clearance and repair of paths and rides, due to the cash flow (i.e. HLS payment is not due until December 2014), there would be a shortfall if the work was to be completed before the end of 2014. Therefore, the SPC have agreed at their last meeting to cover any shortfall to ensure the repair of rides s completed as soon as possible. At each SPC meeting, JH will report any major expenditure planned for the following month. | JH |
| 5. | <u>Cattle report</u> The six new cattle, which arrived in May have bonded well with the original herd and they are all in the summer pasture at Inham's Copse. Some of the new cattle are displaying evidence of ringworm; exposure to sunshine may clear this up and the herdsman is monitoring the situation. Currently there are 24 cattle, however a number of the older ones may not survive the next winter, due to age related mobility issues. | |
| 6. | <u>Silchester Volunteer Group</u> <u>Work Party Dates</u> Proposed dates for the first half of the next season's Work Parties are as follows: Sept 20 th , Oct 18 th , Nov 15 th , Dec 6 th , Dec 27 th At to email these dates to the committee members for agreement to these dates and then JS to email dates to Volunteers. <u>Rota for Person Responsible for Work Party</u> AT to email above dates in order that people can volunteer; JS to co-ordinate Rota. <u>Work Party Areas</u> The first work party of the season will be the area between Silchester School and the playing field, clearing scrub and leaving mature trees. It was suggested that families | AT / JS AT / JS |

involved in the school could be encouraged to assist – JS to advertise on the school website. JS

Another possible area is that between the pavilion car park and the playing field, however there are concerns regarding brambles and dog mess. Further Work Party Areas to be decided.

Tools

- Richard B has suggested the purchase of a further 6 to 8 small saws, at an approx cost of £4 each. This was agreed, CL to liaise with RB. CL
- A new First Aid Kit is required – PB to purchase a new one, including eyewash. PB
- A new hose is required for the gas urn – PB or CL to purchase. PB or CL

7. **Contractor work**

Spraying of birch re-growth Summer 2014

One area (part HLS area A4) has already been contracted for at a cost of £700 +vat. Heathland Management have provided a quotation for spraying (by hand or weed wiping with tractor, dependant upon the terrain) a number of other areas which have been cleared over the last three seasons. The quotation total for this extra work is £1,350 +vat. It was agreed that this work be carried out; AT to contact the contractor. AT

Scrub Clearance

The final HLS area which forms part of the first 5 Year Plan (A12, near Impstone Road, approx 4.5 hectares) is scheduled for clearance this autumn at a cost of £10,350 +vat.

Rides and Paths

Quotations have been received for the clearance and repair of a number of paths and rides. It was agreed that the following be completed this summer: footpath One, Little London Road to School (flail only), Wren's Ride (just west of School to Pamber Road), Heathercote Drive to Duke's Ride, Pamber Road to Sallow Copse (flail only).

The hogging, which will be used for path repair, will be from Benyon's Enclosure, purchased from Englefield Estate.

It was also agreed to clear the footpath between the War Memorial and Bramley Road, AT to obtain a quotation and ask contractor to proceed. AT

It was agreed that the work could start at the end of July.

The total cost of this will be;

- Clearance and repair work - £3,885.00 +vat
- Approx 75 tonnes of hogging at £15 +vat per tonne, approx - £1,125 +vat
- Transportation of hogging, approx - £480 +vat
- Cost of path from War memorial to Bramley Road

Two possible options have been provided for the section between Heathercote Drive and the common gate, AT and JS will meet with the local neighbour to discuss these options, before a decision is made. AT / JS

The path / ride maintenance and repair work will be paid for by a combination of SPS and HLS funds, in line with requirements to attend to access issues.

Annual Maintenance of Paths

A quote has been provided for annual maintenance of paths / rides (flailing back sides). The principle of regular maintenance was agreed and dates for maintenance in 2015 will be discussed at the next meeting.

School Playing Field

Silchester School has requested that the edges of the playing field, which is rented by HCC, be cut back. The school will reimburse SPC for this cost. AT to obtain a quote,

JS to liaise with the school to confirm payment.

AT / JS

8. **Bridges**

The bridge north east of Lord's Wood requires repair as soon as possible. CL has volunteered to carry out the repair as a paid job as he is employed as a Handyman by SPC. Therefore CL declared a pecuniary interest and withdrew from the discussion. CL was asked to do the following:

CL

- Provide a quotation for the work required to remove the slats, close the bridge off to the public and inspect the superstructure to ascertain whether a complete rebuild is required.
- Commence the above work as soon as is convenient.
- Liaise with Richard Westwood to check current specification re bridge building.
- If a complete re-build is not required, provide a quotation for the cost of repairing the bridge, to the above mentioned specification.
- If a complete re-build is required, provide a quotation for the cost of re-building, to the above mentioned specification

It was decided that, rather than a undertaking a complete bridge re-building programme, bridges would be repaired / re-built on an "as needs" basis, using the up to date specification.

A discussion was held regarding the non-slip material. A mesh tougher than the currently used chicken wire was suggested. CL to liaise with GD for details of supplier and prices.

CL

JH to communicate with RW to inform him what the SCMC require in terms the specification he is writing for the SCMC, i.e. it would be preferable for the specification to be generic, thus a short document, not a detailed document for each bridge on the common.

JH

9. **Ponds**

Karslake Pond

Work is continuing on this pond in accordance with the 3 year plan made with Heathland Management Services. GD reported that the pond is currently free of Crassula.

10. **A.O.B.**

There is to be a week-end of orienteering which will be using the Common, a night event on 15th November and a day event on 16th November 2014.

9. **Ongoing**

- Risk Assessment Update – to be reviewed annually.
Last date reviewed: **25th October 2013**
- Annual maintenance of paths / rides

AT

11. **Next meeting**

T.B.A.