The Minutes of Lambley Reed Pond Group (LRPG) – Committee Meeting held on 22nd February 2023 in Lambley Village Hall at 7pm

Attendance:

Sarah Rhodes, Steve Brett, Karen Hayter, Christine Bridgett, Ian Kassell and Stephen Bird

1. Apology for absence

Peter Muir, Gina Bajek, Kim Hogden, Julie Gregory, Bonnie Bramwell and Peter Smith

Due to the absence of the Chairman, the Treasurer Steve Brett agreed to chair the meeting.

2.0 Minutes from the last meeting held on 11th January 2023

The minutes of the last meeting were accepted as a correct record. Updates on specific actions from the last meeting were noted as:

1. Christine has sourced an accident book to be used at all future volunteering events
	1. Meeting minutes now include a summary of actions.

3.0 Donation to the LRPG has been received from the proceeds of the 2022 Lambley Village Fayre

4.0/4.2 LRPG Action Plan and Enitial’s Ecological Assessment were circulated for review, recommendations from the latter have been included in the 2023 Action Plan

5.0 The master Risk Assessment templates have been uploaded onto the LRPG G-drive

6.0 Christine has spoken to Elaine at the Woodlark re a fund raising event, potentially a Monday evening in either May/June. Proposal for the event to be included on the agenda for the March LRPG meeting.

6.0 Steve has obtained a map of the utility services at the Nature Reserve from National Grid. A copy of which will be provided to the fencing contractor before the fence repairs commence.

7.0 Pruning of brambles e.g. around the bench adjacent the north fence line has been completed

8.2/8.7 Sarah has contacted Andy re the cutting of the overhanging vegetation adjoining Park Lane and reminded Andy re his invoice for previous work

8.8 The LRPG Action Plan has been updated to include a routine check/clearing of the overflow ditch from the reed pond.

8.9 Steve has spoken with Bonnie re the removal of the fallen branches across the east side boundary fence, these will be removed before the fence repairs are carried out

8.10 Arrangements are now in place to post LRPG material e.g. meeting minutes to the Lambley Prish Council web site

 The Summary of Actions table has been updated to reflect the above.

3.0 Feedback from The Chair of his attendance with the Parish Council

 Meeting attendees were not aware of any feedback from the recent Parish Council meeting.

4.0 Nature Reserve Action Plan

 Steve issued version 2 of the draft 2023 Action Plan on 13th February which was used as the basis for the meeting discussion.

4.1 Karen tabled on her and Bonnie’s behalf that certain activities related to the meadow should be amended, specifically the timing of the grazing of the sheep on the grassland/meadow should be at the end of August.

In addition, the creation of any new meadow areas should be brought forward into late September and overlap into early October.

 It was considered that last year, the seed sowing in November due to a combination of events, was not ideal for germination.

4.2 Steve confirmed that the removal and cutting of the Himalayan balsam was placed in May based on RHS guidance i.e. before flowering and setting seed

4.3 Subject to the amendments in 4.1 above and clarification of path maintenance i.e. laying of chippings being included in the Action Plan. The meeting agreed to accept the Plan for 2023 and on the basis that it will be regularly reviewed and updated as required. The accepted 2023 Plan is included as an Appendix to these minutes.

 The Treasurer agreed to distribute the Action Plan to the Committee members with the Chair to discuss the Plan with the Parish Council at their next Meeting. After which, the Action Plan will be published on the Parish Council web site.

 It was considered that extracts from the Action Plan could form the basis for regular updates in the Lambley Life magazine and on our Facebook site.

4.4 Volunteering Opportunities

 The meeting agreed that the Action Plan could create opportunities for volunteers from the community to help on the Nature Reserve e.g. spreading of wood chippings on the pathway, creating/maintaining meadow flower beds. It was agreed that certain activities due to their nature e.g. reed cutting are not suitable as a volunteering event. Potential for volunteering opportunities will be discussed as we go through the year.

4.5 It was mentioned that we had previously discussed purchasing small packets of wild flowers to be sown in quartiles on newly created meadows for school children. Karen to discuss with Kim.

 Action: Karen/Kim

5.0 Treasurers Update

 The Treasurer informed the Committee that the account balance currently is 4738.08p which includes the generous donation of £1754.04 from the proceeds of last year’s Lambley Village Fayre.

 Over the next couple of months several invoices will be paid, most significantly that for the Nature Reserve fence repairs. The balance of our account after the invoices have been paid is likely to be ~ £1000.

 Steve updated the meeting in respect of the quotations obtained the thinning of trees on the south and south west corner of the reed pond.

The arborists who quoted for the work were asked for their opinion of the condition of a large ash tree on the north perimeter of the Reserve. Given the extent of decay in the tree trunk, they suggested that the canopy should be significantly cut back to reduce the weight on the trunk and reduce the risk of falling branches etc. It is understood that the ash tree sits on the boundary between the Reed Pond and our neighbour, Katja.

After discussion, the meeting agreed that we would not spend any LRPG funds on tree thinning at this time but focus on the ash tree. Sarah agreed to speak to the Parish Council and Steve will speak with Katja.

 Action: Sarah/Steve

6.0 Any Other Business

6.1 Suggestion of a guided tree / shrub walk around reserve.

Stephen Bird suggested that to encourage interest in the village a guided walk should be considered before Spring.

Action: Committee

6.2 Natural England dates when work should officially complete before the breeding season in 2023, is it guidance or mandatory? The Secretary will contact Peter Smith for this information.

 Action: Secretary

7.0 Date of next Meeting

 The Date of the next Meeting will be Wednesday, 29th March at 7pm in the Lambley Village Hall

 It was noted that the level of attendance on a Wednesday evening was limited and potentially could see insufficient numbers for a quorum. It was agreed that we should consider alternative days for future meetings, we could also be flexible re the venue if needed.

 The Secretary will ask all Committee members to provide dates of their availability for a meeting during the week commencing 24th April.

 Action: Secretary

**Summary of Actions**

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| **Date** | **Item Number** | **Action** | **Action owner** | **Target date** | **Status/comments** |
| 11/01/2023 | 1.0 | Coordinate re the RA/Accident book entry from October volunteering event | Treasurer | Next mtg | Open |
| 11/01/2023 | 2.1 | Meeting minutes to include a summary of actions | Secretary | Next mtg | Closed |
| 11/01/2023 | 3.0 | Reposition life buoy station | Chair and Treasurer | April | Open |
| 11/01/2023 | 3.0 | BJCM – fund raising opportunity | Treasurer | Next mtg | Open |
| 11/01/2023 | 3.0 | LRPG donations | Treasurer | Next mtg | Closed |
| 11/01/2023 | 4.0 | Circulate current version of the LRPG action plan | Chair | 20th January | Closed |
| 11/01/2023 | 4.0 | Update the Parish Council with the revised LRPG Action Plan | Chair | Next Parish Council mtg | Open |
| 11/01/2023 | 4.2 | Issue Einitial’s report | Sarah | 18th January | Closed |
| 11/01/2023 | 4.2 | Submit Einitial’s invoice for payment | Sarah | Next mtg | Open |
| 11/01/2023 | 4.2 | Review Enitial’s report and develop outline plan | RP subgroup | Next mtg | Closed |
| 11/01/2023 | 5.0 | Gmail account to host Risk Assessments | Treasurer | Next mtg | Open |
| 11/01/2023 | 6.0 | Possible fund-raising event at The Woodlark | Christine | Next mtg | Closed |
| 11/01/2023 | 6.0 | Contact Parish Council re map of the utility services at the Nature Reserve | Treasurer | 20th January | Closed |
| 11/01/2023 | 8.2 | Discuss with Andy M. re overhanging vegetation | Sarah | Next mtg | Closed |
| 11/01/2023 | 8.3 | Installation of benches | Chair | April | Open |
| 11/01/2023 | 8.4 | Pruning of brambles | Chair | Next mtg | Closed |
| 11/01/2023 | 8.6 | Fencing contractors – RP meadow access | Treasurer | 31st March | Open |
| 11/01/2023 | 8.7 | Andy M. invoicing  | Sarah | Next Mtg | Closed |
| 11/01/2023 | 8.8 | RP outflow ditch – include in the Action Plan | Chair | 25th January | Closed |
| 11/01/2023 | 8.9 | Removal of fallen branches | Treasurer  | Next mtg | Open |
| 22/02/2023 | 4.4 | Update and issue 2023 Action Plan | Treasurer | By 25th Feb’y | Open |
| 22/02/2023 | 4.5 | Purchase packs of seeds for school children  | Karen/Kim | Next mtg | Open |
| 22/02/2023 | 5.0 | Ash tree – next steps | Sarah and Steve | Within 1 week | Open |
| 22/02/2023 | 6.1 | Guided walk around the Nature Reserve | Secretary | Next Mtg | Open  |
| 22/02/2023 | 6.2 | Natural England dates when work ends on Reserve | Secretary | Next Mtg | Open  |
| 22/02/2023 | 7.0 | Meeting availability of Committee / PC reps for w/c 24th April | Secretary | Next Mtg | Open |