



**MINUTES OF THE COMMONS & HAMS COMMITTEE MEETING
HELD ON MONDAY 19TH MARCH 2018
AT 7.30PM AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chair), Cllr Dodge, Cllr Michael, Cllr Varley and Cllr Geens

IN ATTENDANCE: - Sharon Baxter (Clerk and Responsible Finance Officer) and seven members of the Public.

1. Apologies: None

2. Declarations of Interest

1. Register of Interests: Councillors were reminded of the need to update their register of interests.
2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature - None.
3. Cllr Waller declared an ODI in respect of agenda items 9.as he has an easement on his property at Stonehall. He also declared that he owns a piece of land adjacent to the ditch at the North West end of Stonehall Common.

The meeting was adjourned for Public Question Time, notes of which are appended to these minutes.

3. The minutes of the Commons & Hams Committee of 07.12.17 having been previously circulated were signed as a true and correct record.
Matters arising from these minutes - None.

4. Year to date expenditure and budget 2018/2019

Cllr Waller circulated Budget & Expenditure 2017-18 (Excluding VAT)

Funds to be carried forward to next financial year £5K

Unspent (excluding Ashmoor Common) £849

5. Ashmoor Common

Accumulated funds and future works - The Natural England agreement expires in January 2020. Any ideas to disperse this money would be greatly appreciated. Cllr Geens suggested to purchase extra cattle. This would be a partial solution to use up the money. Cllr Dodge also suggested new gates for the common.

In the Autumn works will take place on bramble control. Repairs to the bridge over the stream will also be considered.

Tender for bramble control – This has been deferred until September 2018. Invitation to quote will be issued once in the new financial year.

Renewal of contract with C. Gove

Under delegated powers with the committee, in conjunction with the clerk, it was agreed to renew the cattle contract with Mr C Gove (changes in the contract include dates, increase in number of cattle and increased payment amount from £180 to £190)

Cattle for 2018 – To purchase 10 Red Devon's by the end of April 2018. Currently in negotiation regarding price per head.

Aerial photographs – No further progress to date. Cllr Waller to follow up.

Action

Clerk

CW

	Action
Bird survey – Awaiting a report. Check if this is to be repeated again this year.	Clerk
Fences – Please refer to item 12.	
Bridge renewal – Please refer to item 5.	
Meeting with Natural England – Clerk to contact Rob Havard from Natural England to request a meeting.	Clerk
6. <u>Kempsey Common</u>	
Track to Caravan Park – Cllr Michael has kindly arranged a meeting with the solicitor on the 29 th March to pursue further.	
Rider friendly gate latch – This has been included on the same specification as the new gate request	
Aerial photographs - No further progress to date. Cllr Waller to follow up.	CW
Tender for scrub control – An aerial photograph is required to progress further.	
Tree Surgery – To be looked at with Normoor Common	
Bicycle Area – No progress on the cycle track on the common – a plan is required. (Standing Orders were suspended to allow members of the public to express their views on digging holes on the common to finding an alternate temporary area for a BMX site.) Standing Orders were then reimposed.	
A specification is to be devised to reinstate the holes. (Mr Morris and Mr Allen to supply photographs) to help. Cllr Varley to liaise with Cllr Ferguson for suggestions of where might like to locate a temporary BMX site.	CW RV /GF
7. <u>Kerswell Green</u>	
Tree surgery – Cllr Dodge had obtained two quotations. He confirmed it was going to be more cost effective to remove the trees rather than pollard them. Quote 1. To remove 7 poplar trees and attend to the spruce tree for free at a cost of £2K.(A revised quote will be obtained in line with quote 2.) Quote 2. To remove 10 poplar trees at a cost of £2.6K. Both quotes included VAT. Notices will be posted asking residents if they are in agreement for the trees to be removed. Cllr Dodge to liaise with Mr Pugh to gauge any public objection.	TD
Ditch works – A lorry had collapsed into the side of the ditch. The understanding is that this is the responsibility of WCC. Clerk to liaise with County Councillor Middlebrough to establish responsibility and request if the road can be stabilised, perhaps by having a brick headwall built. (Standing Orders were suspended to allow Mr Bowley to offer his opinion on who was responsibility for the ditch and then reimposed)	Clerk
Mowing 2018 – Clerk to check with Mr Coole if he is happy to continue mowing Normoor Common and Stonehall Common for the new financial year. Clerk to check with Mr Allaway if he is happy to continue mowing Kerswell Green reminding him to submit an invoice for fuel costs.	Clerk

	Action
8. <u>Normoor Common</u>	
Tree surgery – Postponed until April 2018	
Mowing 2018 – Clerk to liaise with Mr Coole as stated above.	
Weed control on track – Cllr Waller to devise a specification to go out to tender to ensure the access track to Miss Moorhouse’ s Cottage is accessible.	CW
9. <u>Stonehall Common</u>	
Scrub control – The chippings as a result of the scrub control, located in front of the Ledges, offered free to all residents, have been 40% collected.	
Telecoms cable – Branches from an Ash Tree are leaning on a telecom cable. Cllr Waller will try to progress with a telephone number located on the BT website.	CW
Dog Waste Bins – A request was made by two local residents to upgrade the size of their black waste bin to a larger size to accommodate the dog waste collected from the two dog waste bins they have kindly agreed to empty. Cllr Michael to pursue.	JM
Encroachment issues RECOMMENDATION – To obtain title plan from the Land Registry at a cost of £20 each to define boundaries for properties marked A & B on the map.	CLERK/ APRIL AGENDA
Easement issues The driveway entrance to the Elms is to be referred to the solicitor for further advice. Cllr Waller has been asked by a property owner to look into who is responsible for the maintenance of an access track across the common. In the first instance the owner has been asked to consult their deeds to establish what kind of right of way exists.	CW
New Gate – Quotes have been issued. Clerk to chase.	Clerk
Anti-trespass ditch works – Once agreement has been reached on the line for the ditch to take, an invitation to quote for work will be issued.	
Ponds – On the to do list for 2018/19	
Northern Drainage Ditch – Located in the NW Corner of Stonehall Common. Cllr Hanmer has assessed the situation with this ditch and has found a pipe that runs into the road drain. Once the weather improves Cllr Waller will try to locate the other end of the pipe.	CW
Sheep bridges – These will be renewed later in the year.	
Bridleways – NJK Parish Council will look at their meeting scheduled for 29 th March 2018.	
Mowing 2018 – A request is to be made to Mr Coole.	
Pollinators wild flower area – Cllr Waller is attending the forthcoming WCC Pollinators Conference. The intention is to establish a small test area for wild flowers later in the years. The owner of the adjacent property has been consulted and is in agreement.	CW
10. <u>Lower Ham</u>	CW
Cllr Waller to devise a specification for the clerk to issue a ‘draft’ invitation to quote to try and establish the cost of removing the Himalayan Balsam from the riverbank , to form a basis as to whether it would be worth trying to pursue securing a section of the Lower Ham in the future.	Clerk

11. Allotments

Rent review – The agricultural allotment rents are due to be reviewed on the 29.09.18. Enquire with Fisher German, if instructed to carry out a review, ask if the fees they charge would be covered in the first year.

Update on possible new sites – Cllr Michael is making enquiries with a landowner to try to acquire some allotments in Kempsey. He confirmed under SWUE proposals some allotments would be available in Taylors Lane and by Broomhall Cottages.

12. Fences & gates - An annual audit is to be carried out on all fences and gates. A suggestion was to ask the Assistant Lengthsman if this is a project he would like to pursue. Suggested information to be recorded in the audit includes:

Gates - Location, width, construction, date installed, condition including ease of opening and condition of gate posts , latch type, spring?, security measures (both sides of gate), padlock code, signs (on the gate and nearby), photo. Maintenance required including scrub control.

Fences - Location, type, condition and problems, owner
Clerk to devise a spreadsheet detailing this information.

13. Any Other Business - Several wooden posts located at Kempsey Common have rotted away. Cllr Ferguson to establish how many need replacing and arrange a quotation for supply and fit. A broken metal gate located on Kempsey Common needs disposing of.

Meeting Closed 9.10 pm

Signed Chairman..... Date

Action

Clerk

JM

Clerk

Clerk

GF

Public Question Time

Mr Palmer – representing his aunt who lives at The Elms Smallholding, Stonehall Common Reviewed the issues relating to the driveway to the above property, which crosses the common. Cllr Waller confirmed this would be referred to the solicitors who would advise on the course of action.

Mr Allen – Kempsey Common

Raised concerns from a health & safety perspective on the holes being dug by youth on Kempsey Common to form a BMX track, which is a defined bridle path.

Unfortunately Cllr Ferguson was unavailable this evening to provide a progress update.