



**MINUTES OF THE COMMONS & HAMS COMMITTEE MEETING
 HELD ON THURSDAY 21ST JANUARY 2016 AT 3.00 PM AT KEMPSEY
 COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chair), Cllr Bevan and Cllr Bannister and Cllr Geens (delayed arrival)

IN ATTENDANCE: - 3 Members of the Public.

1. Apologies: Cllr Michael (Meeting at MHDC) and Cllr Pugh (work) - accepted
2. Declaration of Interests:
 1. Register of Interests: Councillors' were reminded of the need to update their register of interests.
 2. Disclosable Pecuniary Interests (DPI) – Cllr Pugh declared a Disclosable Pecuniary Interest owning Commons Grazing Rights on Ashmoor, Normoor, Kempsey, Stonehall and Kerswell Green Commons
 3. Other Disclosable Interests (ODI) –None

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

3. Minutes: Having been previously circulated the minutes of Commons & Hams Committee meeting of 16.10.15 were approved. Minutes of 03.11.15 were deferred.
 4. Cllr Waller confirmed three contractors had expressed an Expression of Interest in cutting the gorse on Kempsey and Stonehall Commons. The Committee agreed that they would be invited to tender using various price options i.e. how much gorse can be cut for £2.5K, £4K, £5K and £6K with a split invoice of £2.5K to be paid from 2015/16 budget and up to £6K from 2016/17 budget.
 5. Caravan Park access track - consultation with local residents – Agreed to revert to confidential session at the end of the agenda, to discuss this item, due to Legal implications.
 6. Code of Practice for horses on Commons
 Cllr Waller is developing a draft document based on:-
 - a. Code of Practice for the Welfare of Horses, Ponies, Donkeys and their Hybrids (Defra)
 - b. Code of Practice for Tethering Equines (National Equine Welfare Council)
 He will circulate the draft document, prior to recommending the Parish Council that a Public Consultation is held.
- A meeting has been arranged with Democratic Services at the Council Chamber MHDC at 10am on Wednesday 27th January 2016 regarding Commons Bylaws. Cllrs attending to be confirmed.
7. A request has been submitted to Professor Jane Memmott of the Botany Department, Bristol University, regarding a collaborative project to survey the rare plant species on Ashmoor Common. regarding drawing up a management plan for Ashmoor Common. Unfortunately no response has been made to date.
RECOMMENDATION: To write to Worcestershire Wildlife Trust and Gloucester University to enquire about carrying out the rare plant survey on Ashmoor Common.

Action

Clerk

C Waller

C Waller/
 Michael/
 Patrick

C Waller

	Action
8. RECOMMENDATION : For Cllr Bannister to liaise with Swell Wold Farm regarding the purchase of cattle for Ashmoor Common 2016/17 and a proposal to purchase cattle be made to The Parish Council.	M Bannister
9. Ashmoor Common fencing adjacent to Croome Estate - Clerk to request a meeting with the Estates Manager at Croome Estate concerning repairs to broken fencing. Cllr Pugh/Bevan to investigate a fallen tree on Ashmoor Common to establish responsibility.	Clerk
10. Rare Plant Survey on Ashmoor Common - Please refer to item 7.	
11. RECOMMENDATION : To seek a contractor to carry out Ragwort control on Ashmoor Common using a weed wiper	C Waller
12. Drainage and ditch system update – Item deferred	
13. Normoor Common brush clearance – Item deferred	
14. Ragwort control on Normoor Common – Item deferred	
15. Normoor Common access – Establish the name of the person who has rented the field above Normoor Common and write to them to advise of the importance of keeping The Normoor Common access gates closed at all times.	Clerk
16. Minor repairs - work outstanding Cllr Waller confirmed an emergency sign is to be attached at the north end of Stonehall Common. Cllr Bannister also confirmed an emergency sign and bye law sign needs to be attached on Ashmoor Common.	C Waller M Bannister
17. Remaining funding 2015-16 RECOMMENDATION: To spend remaining Committee budget funds of £5800 to date as follows: <ul style="list-style-type: none"> • £2.5K on Kempsey Common Scrub/Gorse Clearance • £800 Normoor Common Edging Works • £1K Stonehall Common – Edging Works • £1.5K Miscellaneous Expenditure to be reallocated to the above works depending on quotes received. 	C Waller
18. Cllr Geens to prepare a map to show landowners and properties (with contact details) surrounding the Commons.	T Geens
19. Any Other Business – None	
Under The Public Bodies (Admission to Meeting(s)) Act 1960 The Council agreed to exclude the public and press from agenda item 5. due to legal implications.	
5. RECOMMENDATION: For the Clerk to write to the Planning Inspectorate to obtain advice on the matter of consultation with Commoners on the proposed restricted works on Kempsey Common.	Clerk/ C Waller
RECOMMENDATION: To arrange a meeting with the proposers of the restricted works to discuss developments.	Clerk/ C Waller
Meeting Closed 4.47 pm Sharon Baxter Clerk	

Signed Chairman..... Date

Standing orders were adjourned for

PUBLIC QUESTION TIME

Sally-Ann Collins – Stonehall Common

Raised concerns about how the Parish Council could identify the horse/owner in the event of a problem (especially given the quantity of horses)

Would it be possible for the Parish Office to collate a portfolio i.e. Horse passports?

Cllr Waller responded that the Parish Office was evaluating the practicalities of maintaining a database of horses grazing the Commons.

Andrea Halford – Kempsey Common

Raised concerns over the sheer quantity of horses. She suggested the Parish Council compiles a list regarding the turnout of horses and suggested means by which horses could carry identifying tags/markings.

Standing Orders were reimposed