**BARLING MAGNA PARISH COUNCIL**

**MINUTES OF THE WILDLIFE RESERVE COMMITTEE** Meeting held on Tuesday, 5th June 2018 in the Barling Magna Parish Hall, Little Wakering Road, Barling Magna, Essex, commencing at 7p.m.

Present: Councillors Bond (Chairman), Clark (Vice-Chairman), Cohen, Gardiner and Pearmain.

In attendance: Mrs Knight, Mr Golab, Mr Shaw (Volunteers) and I. King (Parish Clerk).

Apologies: Councillor Steptoe.

**MINUTES**

1. **The Chair to declare the meeting open.**
2. Councillor Bond (Acting-Chairman) declared the meeting open at 7pm.
3. **To elect a Chairman (and Vice-Chairman if necessary)**
4. Proposed by Councillor Pearmain, seconded by Councillor Clark that Councillor Bond be elected Committee Chairman for the 2018-19 year. For 5; against 0; abstained 0. Carried.
5. Proposed by Councillor Gardiner, seconded by Councillor Pearmain that Councillor Clark be elected Vice-Chairman for the 2018-19 year. For 5; against 0; abstained 0. Carried.
6. **To receive apologies for absence.**
   1. Apologies were received from Councillor Steptoe.
   2. A point of order was raised by Councillors Gardiner and Pearmain regarding the recording of apologies from other parish councillors who were not members of the committee and from district councillors. While these had been recorded previously as a courtesy, the meeting felt that non-member apologies should not be recorded from now on.
   3. Councillor Pearmain enquired if newly-co-opted Councillor McKillop, while not yet a member of the Committee, knew of the meeting. The Clerk confirmed that she was aware.
7. **To receive Declarations of Interest in accordance with the Council’s Code of Conduct and with section 106 of the Local Government Finance Act 1992.**
8. There were none.
9. **To agree the Minutes of the Wildlife Reserve Committee held on 5th December 2017.**
10. In minute 12c, the word ‘rise’ was corrected to ‘ride’.
11. Subject to this amendment, it was proposed by Councillor Bond, seconded by Councillor Clark that the minutes be approved. For 5; against 0; abstained 0. Carried.
12. **The meeting will stand adjourned to permit Parishioners of Barling Magna to address the Committee** *(maximum 20 minutes, 5 minutes per speaker).*
13. There were no parishioners wishing to address the Committee.
14. **Expenditure**
15. The Clerk reported on the supply of previously agreed items for the upkeep of the barn and for the fencing of the pond.
16. Proposed by Councillor Bond, seconded by Councillor Pearmain that Council be recommended to approve the purchase of two recycled plastic benches at a unit cost of £250. For 5; against 0; abstained 0. Carried.
17. Mr Shaw offered to find a contact for the landfill contractor to whom we might address a sponsorship request.
18. Proposed by Councillor Clark, seconded by Councillor Cohen that the Council be recommended to agree the purchase of at least one further dog-waste bin, to be positioned at the northern end of the meadow. For 5; against 0; abstained 0. Carried. Some options for the provision of dog-waste bags were discussed but without a decision.
19. **Condition survey of trees**
20. To discuss the request of Mr T Norman of Roper’s Farm for a review of tree condition along the shared boundary. It was agreed unanimously that Council should be asked to commission Essex County Council’s Tree Services to repeat their condition survey of trees at the Reserve, including on the Mucking Hall Road verge.
21. Any subsequent lopping of branches or trees would require an industrial shredder capable of taking wood of that size. Councillor Bond offered to arrange for one. Mr Norman would be asked for access on his land to any trees on the shared boundary that needed attention.
22. It was noted that any unstable Elm trees are now removed, as the need for perches for birds was met by new trees.
23. The Clerk was asked to write to the tenant of Roach Farm to ask that he maintain the trees and ditches on his side of the shared boundary.
24. The question of preserving local footpaths was raised. These were the responsibility of the County Council. Issues could be reported on the County Council’s website.
25. **Water supply**
26. The Clerk provided an update on the current position. The spur to our site entrance would shortly be uncovered. A site meeting with Essex & Suffolk Water would be held to explore ways of bringing water to the barn. The best option would be to mole-plough pipes firstly under the car park and then for the length of the footpath. This would require a large tractor with a mole-plough trailer and quantities of pipe. Members of the Committee would make informal approaches to local farmers to see if any was willing to help. The Clerk had asked if Essex & Suffolk would undertake the mole-ploughing of the car park as a training exercise for their staff; no reply as yet. As with any water supply, health and safety would be paramount, including steps to avoid Legionnaires’ Disease (and others).
27. **Health and Safety matters, including Control of Substances Hazardous to Health and First-Aid**
28. The Committee received and noted a report on health and safety matters from the Clerk. It thanked Mr Shaw for his contribution to the CoSHH report.
29. It was agreed unanimously to recommend to the Council that:
30. The Lone Worker Policy be reviewed;
31. Following consideration of advice from the Health and Safety Executive on First-Aid, that it was not a requirement for there to be a trained first-aider on site at the Reserve. The Clerk would check that the first-aid boxes were regularly maintained.
32. The full report would go to all Councillors, for information.
33. **Date for the next meeting of the Committee**

This was noted as Tuesday, 4th September 2018.

1. **Exchange of Information.**
2. Mrs Knight had a copy of Mr Leeks’ prize-winning photograph taken at the Reserve. It was hoped that another copy might be arranged.
3. The Clerk briefed the Committee on the forthcoming Photography Competition.
4. Councillor Clark gave an update on his exploration of the Net Park app for visitors to the Reserve. Given the likely cost, a broader scope for the scheme across Barling Magna including the two mediaeval churches and other points of interest might be better, in which case a Heritage Lottery Grant might be sought.
5. The lack of detail about the Reserve on the Council’s website was raised. Councillor Clark reported on early stages of a creating a new and more flexible website.
6. Mr Shaw would collect an up to date list of volunteers and their contact details. This would ensure they are covered by our employer’s liability insurance. The Clerk would provide Mr Shaw with copies of the GDPR consent form.
7. The Photography Group were keen to visit the Reserve once again in July and some members of the group had offered to volunteer at the Reserve.
8. A working party would be held soon.
9. It was noted that the demand for birdseed greatly outstripped supply at times.

**The Chairman declared the meeting closed at 8.25pm**

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