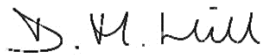


TEWKESBURY TOWN COUNCIL
SEVERN HAM COMMITTEE
7th NOVEMBER 2019

To: Councillors P Aldridge (Chairman), C Danter, J Raywood, C Cody, V Smith

Mr A Purkiss, Mr J Lucas, Mr T Perry, Ms C Corsie, Ms A Swanson, Mr M Cluley, Mr A Walker

You are hereby summoned to a meeting of the Severn Ham Committee to be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, on **Thursday 7th November at 9:00 am**



Debbie Hill
Town Clerk
24th October 2019

AGENDA

1. Apologies
2. Declarations of interests
3. Dispensations
4. To receive a talk from Dr Juliet Hynes on Nature Recovery Networks
5. To approve the minutes of the Severn Ham committee meeting held on 19th September 2019
6. Matters arising from the previous minutes – for information only
7. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
8. To receive an update from the Chair
9. To receive an update from Caroline Corsie, Environmental Adviser
10. To receive the current finance reports
11. To discuss and agree on a draft committee budget for Financial Year 2020/21 and to consider the budget requirements for 2021/22 and 2022/23
12. To consider and agree the virement of £4,000 from Ancillary Management and Salaries, to £500 for Display Equipment under the Planning Committee and £600 for IT equipment and £2900 to Salaries, both under the Finance Committee
13. To agree the next steps regarding tree work on the Severn Ham
14. To discuss and agree any next steps regarding bins on the Severn Ham
15. To discuss and agree any next steps regarding work for plant machinery whilst the pipeline reinstatement work is taking place

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- 16.** To discuss and agree any actions regarding any future unauthorised actions on the Severn Ham
- 17.** To approve payments list
- 18.** Correspondence



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Severn Ham Committee meeting held on 19th September 2019
In the Mayor's Parlour at the Town Hall, High Street, Tewkesbury

- Present:** Cllrs P Aldridge (Chair), J Raywood, C Danter, C Cody, Ms C Corsie, Mr T Perry, Mr A Purkiss, Mr A Walker
- In attendance:** J King (Assistant Town Clerk), Joe Urbanowicz (Dalfour Maclaren), Alison Pritchard (Dalfour Maclaren), Matt Smart (Severn Trent)
- SH 19/037 To receive apologies for absence**
Apologies were received from Mr Lucas (personal) & Cllr Smith (business)
- SH 19/038 To record declarations of interest**
Mr T Perry – Hay Making – item SH 19/048
Mr A Purkiss – Clerk to the Commoners
- SH 19/039 To consider requests for dispensations**
None received.
- SH 19/040 To approve the Minutes of the meeting held on 18th July 2019**
It was RESOLVED to approve the minutes of the meeting held on 18th July 2019.
Proposed by Cllr J Raywood, seconded by Cllr Aldridge.
- SH 19/041 Matters arising from the minutes – for information only**
SH18/051 Tree survey – ongoing – work to take place in Autumn
SH19/009 HLS options – Ms Corsie & Mr Cluley to discuss - ongoing
SH19/011 Flock Health Plan – requested by Mr Cluley
SH19/026 Curlew signs have been taken down – complete
SH19/026 ELMS report circulated to Cllr Smith – complete
SH19/027 Remarking of plots – email sent to Mr Cluley – ongoing
SH19/030 Letter to EA – response under correspondence – complete
SH19/036 Gate to Ham – has been filled with foam, issue remains – ongoing
- Cllr Danter arrived at this point
- SH 19/042 Public Participation**
There was no public participation.
- SH 19/043 To receive an update from Severn Trent / Dalfour Maclaren**
Severn Trent & Dalfour Maclaren provided an update regarding the planning for the water pipe replacement across the Severn Ham. A new pipe is required as there have



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been multiple leaks and a new set of pipes will also be more resilient for future capacity needs, with a longer life expectancy.

- Aim to start pipelaying in March – work will take 4-5 months
- Access of plant equipment on to the Ham remains an issue.
- Site investigation work will take place from w/c 23rd September onwards.
- Possible site restoration options were set out.
- It will disrupt the habitat. Advice from Natural England is to disturb one season by doing the work all at once, rather than staggering the work.
- Issues with vehicles and weight distribution on to the Ham. TTC request that tractor type vehicles are used. Concerns regarding metal trackways on the Ham were raised and an alternative access point from Healings Mill to the Ham was discussed. **Action:** TTC to confirm the exact type of vehicles and the width of track approved to access the Ham.
- Contractor to be appointed towards end of the year. TTC to meet with design partner when appointed.
- With large plant machinery on site, it may be possible to do any other work that is required at the same time. **Action:** Future Proofing Group to consider.
- Pedestrian signage will be provided by Severn Trent to ensure designated routes remain open and pedestrians are discouraged from the area where the works are taking place.
- Severn Trent to run a campaign promoting the work that will be taking place on the Severn Ham.
- A question was raised regarding the future of the old pipe that will be left in the ground and eventually collapse. Severn Trent remain the owner of the pipe and there is an ongoing duty of care for the old pipe. This is a legal obligation under the Water Industry Act.
- Request for TTC to provide a formal comment back on the proposed reinstatement options. **Action:** TTC to provide formal response.

Severn Trent and Dalfour Maclaren left the meeting at this point.

The Committee discussed their response to the reinstatement proposals.

Action: Assistant Town Clerk to circulate draft response to Committee for approval.

SH 19/044

To receive an update from Caroline Corsie, Environmental Advisor

Hay restoration project

- Emorsgate seed is being sent to Mr Perry in order to spread on the restoration plots. This is the last of the seed in storage.
- Hay bales for the restoration plot work have been secured from Burley Dene Meadows. Kym Jackson is happy to host a visit from TTC to Burley Dene Meadows in May / June 2020.



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Feedback on DAS application to Natural England

Natural England have suggested that it is a big project and that TTC consider having a project officer, as a dedicated point of contact (who could be shared with organisations such as Local Nature Partnerships). This is the way the Government is currently thinking i.e. that local authorities deliver Nature Recovery Networks (NRN) from within. Natural England would like to support but have a resource issue. The new Environment Bill (due to be passed in Spring 2020) will contain legal obligations regarding the responsibilities of local authorities. Next step is to gain evidence of clear partnership backing and to form a steering group with a wider range of partners and clear terms of reference, to create a series of individually scoped projects.

Action: Future Proofing meeting to discuss next steps regarding Nature Recovery Networks.

SH 19/045 **To receive an update from Mike Cluley on claims to Severn Trent Water (STW) and the Environment Agency**
No update on the claims.

SH 19/046 **To note receipts and payments for June & July 2019**
The receipts and payments were noted.

SH 19/047 **To receive the committee budget report**
No budget report was available as the finance system is currently being switched over to the new one.

SH 19/048 **To retrospectively approve the restoration project hay spreading costs of £1400**
It was RESOLVED to retrospectively approve the restoration project hay spreading costs of £1400. Proposed by Cllr Danter, seconded Cllr J Raywood.

SH 19/049 **To discuss and agree the location for spreading the seed currently held in cold storage and the associated costs**
It was agreed that the seed would be spread on the restoration plots as previously, with the hope that it will provide hay that can be used for restoration purposes on the Severn Ham in due course.

It was advised that the thistles and nettles require cutting in order to prevent the spread of them. **Action:** Assistant Town Clerk to obtain a price.

SH 19/050 **To agree any actions regarding the DAS quotation from Natural England**
Natural England were unable to provide a quotation. Referred back to the future proofing working group to consider the next steps.



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SH 19/051 To discuss and agree the installation costs and location for an additional trough on the Severn Ham

There is an issue with animals avoiding going to drink at the trough on the north end of the site as they are avoiding the people.

Action: Assistant Town Clerk to contract Severn Trent to ask if it would be possible to install a new trough on the southern side of the Ham, lower than the Abbey Mill. Plans indicate that a pipe goes into the caravan site.

SH 19/052 To agree the next steps regarding tree work on the Severn Ham

Deferred to next meeting – awaiting contact from the tree surgeon.

SH 19/053 To discuss and agree the next steps regarding any changes to the grazing arrangements for the period March 2020 – February 2021

It was agreed that any changes to the grazing arrangements will be deferred until the pipe replacement work is complete and there is no more disruption on the Ham.

SH 19/054 To discuss the arrangement for organising volunteer livestock checks

In other local sites volunteer teams have been set up to walk the site and report any issues. They are not taking any responsibility, just raising issues. It was agreed that this should be explored further.

Mr Purkiss left the meeting at this point.

SH 19/055 To approve the payments list

There was no payments list.

SH 19/056 Correspondence

A response was received from the Environment Agency regarding the water sampling results. **Action:** Assistant to the Town Clerk to write to the EA with the additional information from Ms Corsie and to request less water goes over Stanshaw Pit and more coming over into the Avon, in order to reduce the silt build up.

Cllr Aldridge thanked Cllr Raywood for organising the exhibition about the Severn Ham and helping to make more people aware of what happens with the Severn Ham.

There is an issue regarding land ownership of a small area of the Severn Ham. Mr Cluley is liaising with Environment Agency to investigate the claim.

The next future proofing meeting will be on 3rd October at 9.30am

The meeting closed at 11.10 am.

Signature of Chairman upon approval of the minutes7th November 2019

Detailed Income & Expenditure by Budget Heading 23/10/2019

Month No: 7

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>500</u> <u>Seven Ham</u>					
1620 Hay Auction	167	190	23		
1630 Single Payment	0	13,000	13,000		
1640 Wayleaves	383	695	312		
1700 Fishing Rights	1,500	1,500	0		
1710 Natural England	0	22,248	22,248		
Seven Ham :- Income	2,050	37,633	35,583		
4450 Maintenance	262	0	(262)		(262)
4550 Water	0	250	250		250
4850 Commoners Grazing Compensation	(12,325)	2,000	14,325		14,325
4855 Hay Sowing Project	0	10,000	10,000		10,000
4860 Volunteers (Rec & Prom)	0	2,000	2,000		2,000
4865 Auction Fees	0	450	450		450
4870 Weeding	0	2,500	2,500		2,500
4875 Tree Conservation	0	5,000	5,000		5,000
4880 Ancillary Management	0	4,000	4,000		4,000
4885 Nesting Project	0	2,000	2,000		2,000
4890 Carver Knowles	600	2,250	1,650		1,650
4895 Cross Compliance Consultant	440	500	60		60
4900 Conservation Advisor	2,500	5,250	2,750		2,750
4905 Footpath Repairs	0	3,000	3,000		3,000
4910 Seven Ham Compensation	(173)	1	174		174
Seven Ham :- Indirect Expenditure	(8,695)	39,201	47,896	0	47,896
Net Income over Expenditure	10,745	(1,568)	(12,313)		
Grand Totals:- Income	2,050	37,633	35,583		
Expenditure	(8,695)	39,201	47,896	0	47,896
Net Income over Expenditure	10,745	(1,568)	(12,313)		
Movement to/(from) Gen Reserve	10,745				