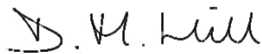


**TEWKESBURY TOWN COUNCIL
SEVERN HAM COMMITTEE
23RD SEPTEMBER 2021**

To: Councillors P Aldridge (Chairman), C Danter, J Raywood, C Cody, R Gurney, Mr A Purkiss, Mr J Lucas, Mr T Perry, Ms C Corsie, Mr M Cluley, Mr S Kerr, Mr O Fielding, Mr N McGovern

You are hereby summoned to a meeting of the Severn Ham Committee to be held in the Corn Exchange, Town Hall, High Street, Tewkesbury on **Thursday 23rd September at 9:30 am**



Debbie Hill
Town Clerk
15th September 2021

AGENDA

1. Apologies
2. Declarations of interests
3. Dispensations
4. To approve the minutes of the Severn Ham committee meeting held on 22nd April 2021
5. Matters arising from the previous minutes – for information only
6. 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.)*
7. To receive an update from Severn Trent and agree any actions
8. To receive an update from Caroline Corsie, Environmental Adviser
9. To receive an update from Mike Cluley, Carver Knowles
10. To receive an update and agree any actions regarding the proposed eel pass at Abbey Mill
11. To receive an update on the hay sowing project and to discuss the proposed work to improve the floristic diversity on the bund
12. To consider a request from SUP Gloucester to improve the access into and out of the Avon for paddleboards and agree any next steps
13. To receive an update on the tree works on the Ham and to consider and agree the quotations for work to the ash trees with dieback near the weir
14. To receive the committee budget report
15. To consider and agree the draft budget for 2022/23
16. To approve payments list
17. Correspondence

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MINUTES

of the

Severn Ham Committee meeting

Remotely via Zoom on 22nd April 2021 at 9.30am

Present: Cllrs P Aldridge (Chair), J Raywood, S Raywood, C Danter, K Brennan, Ms C Corsie, Mr J Lucas, Mr A Purkiss, Mr T Parry, , Mr S Kerr (Severn Trent), Ms S Currall (Severn Trent), Mr O Fielding (Dalcour Maclaren), Mr N McGovern (Geda Construction),

In attendance: J King (Assistant Town Clerk)

SH 20/071 To receive apologies for absence
Apologies were received from Cllr Cody.

SH 20/072 To record declarations of interest
Mr Purkiss – Clerk to the Commoners.

SH 20/073 To consider requests for dispensations
None received.

SH 20/074 To approve the Minutes of the meeting held on 4th March 2021
Subject to two amendments to SH20/069 - the word 'doner' being replaced with 'recipient' and the inclusion of 'Mr Purkiss expressed concern at water being pumped into the middle of the Ham.
It was RESOLVED to approve the minutes of the meeting held on 4th March 2021.
Proposed by Cllr J Raywood, seconded by Cllr Danter

SH 20/075 Matters arising from the previous minutes – for information only
SH19/051 Additional Trough – Mr Purkiss, Mr Fielding, Ms Corsie & Mr Cluley to discuss most appropriate location.
SH19/056 Land ownership issue – has been submitted – ongoing.
SH19/082 Environmental Watching Brief – closed as part of general works.
SH19/084 Boost for Diversity funding –closed, not applicable at the moment.
SH20/008 Drone operator – closed, as works have started.
SH20/024 ELMS Model for the Severn Ham – ongoing.
SH20/029 Investigating floristic diversity & NE approval – ongoing.

SH 20/076 Public Participation
There was no public participation.

SH 20/077 To receive an update from Severn Trent and agree any actions
Mr McGovern provided an update.
Main works started on 6th April. Compound is set up and work initially started in Breakingstone Meadow.

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Work on the Ham started on 10th April. Majority of fencing is complete and crossing points are in place. Topsoil stripping has commenced and the protective measures for the oil pipeline and existing water main are in place.

Work on the haul road continues and Severn Trent are taking advantage of the dry weather. Being able to remove the topsoil and seal it in the bund during the good weather, helps to protect the integrity of the soil.

Pipe laying will start in two to three weeks. Bird dissuasion measures continue, and groundwater sampling has been happening.

The Committee asked if the damage around the existing mains will be repaired as part of the restoration? It has been the route for vehicles going to repair leaks over previous years. Mr Kerr to speak to operations about the possibility. Mr Kerr shared a drone picture that shows the rutting from this damage.

A Committee member raised an issue regarding the new crossing point in the centre of the site encouraging people to walk across an area that is not a definitive footpath. Mr Fielding advised that they had been placed with advice from Gloucestershire Highways and experience where people tend to climb fences into the works, rather than walking back on themselves. Severn Trent are happy to put up more signs about ground nesting birds.

Action: Assistant Town Clerk to talk with Mr Fielding regarding signs and crossing points.

Severn Trent advised that the contractors onsite were approached this week by the Environment Agency about access in order to do some fish trapping. Severn Trent gave their contract details to Mr Cluley.

SH 20/078

To receive an update from Caroline Corsie, Environmental Advisor

HLS claim form has to be in by May 15th and the Cross Compliance annual review should also take place soon.

Ms Corsie would like to take soil samples from some of the bunds. Severn Trent are happy to assist and can organise or escort her to the locations.

With the restoration programme, strongly in favour of a 'belt and braces' approach, combining green hay, brush harvesting and also purchasing seed from Emorsgate.

On the wildlife side of things, tadpoles have been rescued and released at their new home on the Tewkesbury Nature Reserve took the tadpoles. The grass cover is particularly poor this year, due to the weather conditions and overgrazing in the Autumn.

The new hi-vis 'Severn Ham Guardian' vests seem to be receiving a positive response. Most people seem to be keeping their dogs on leads.

SH 20/079

To receive an update from Mike Cluley, Carver Knowles

No report.

SH 20/080

To discuss and agree any actions regarding the proposed eel pass at Abbey Mill

The building of the eel pass will take place on EA owned land, so the issue is regarding the access route. The current proposed access (which is the one used previously) along the edge of the bund caused significant damage to the number of

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rare plants and can still be seen today. The restoration work that was done was also of a poor quality.

The Assistant Town Clerk advised that the legislation regarding remote meetings runs out on 7th May, so the Committee will not be able to meet and make decisions until 21st June.

It was RESOLVED to delegate authority to the Assistant Town Clerk, in conjunction with the Chair and Ms Corsie to negotiate with the Environment Agency and move this forward. Proposed by Cllr J Raywood, seconded by Cllr Aldridge.

No planning application has currently been submitted regarding the works.

SH 20/081 To receive the committee budget report
The budget report was received. It was noted that the reinstatement costs had been received from Dalcour Maclaren.

SH 20/082 To approve payments list
It was RESOLVED to approve the payments list totalling £9681.99.
Proposed by Cllr J Raywood, seconded by Cllr Danter.

SH 20/083 Correspondence
The Assistant Town Clerk shared the proposed new signs for the Severn Ham regarding dogs on leads. The Committee supported the new look sign.

The Committee discussed the empty shop window project and taking on a window for the Severn Ham. Cllr J Raywood has been collecting items and will liaise with Cllr Brennan regarding it. The Committee were in favour of the idea.

Earth Stars - Glos Wildlife Trust scheme starts on the Ham in May. Shad counting in the first session, but will be documenting species on the Ham later in the year. Will be on the Ham every other month.

The meeting closed at 10.58am

Next meeting: To be advised.

Signature of Chairman upon approval of the minutes

Detailed Income & Expenditure by Budget Heading 15/09/2021

Month No: 5

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>500 Severn Ham</u>							
1620 Hay Auction	0	5,206	190	(5,016)			
1630 Single Payment	0	183	13,000	12,817			
1640 Wayleaves	0	0	390	390			
1700 Fishing Rights	0	0	1,500	1,500			
1710 Natural England (HLS Payment)	0	0	22,248	22,248			
Severn Ham :- Income	<u>0</u>	<u>5,389</u>	<u>37,328</u>	<u>31,939</u>			<u>0</u>
4450 Maintenance	23	67	1,500	1,433		1,433	
4550 Water	0	40	255	215		215	
4850 Commoners Grazing Compensation	600	600	4,500	3,900		3,900	
4855 Hay Sowing Project	0	0	5,000	5,000	1,300	3,700	
4860 Volunteers (Rec & Prom)	0	0	2,000	2,000		2,000	
4865 Auction Fees	0	0	468	468		468	
4870 Weeding	0	0	2,500	2,500		2,500	
4875 Tree Conservation	0	0	3,000	3,000	3,200	(200)	
4880 Ancillary Management	0	0	4,000	4,000		4,000	
4885 Nesting Project	0	0	2,000	2,000		2,000	
4890 Carver Knowles	0	500	2,341	1,841		1,841	
4895 Cross Compliance Consultant	440	440	520	80		80	
4900 Conservation Advisor	0	2,500	5,462	2,962		2,962	
4905 Footpath Repairs	0	0	3,000	3,000		3,000	
4910 Reinstatement Expenditure	0	350	0	(350)	520	(870)	
Severn Ham :- Indirect Expenditure	<u>1,063</u>	<u>4,496</u>	<u>36,546</u>	<u>32,050</u>	<u>5,020</u>	<u>27,030</u>	<u>0</u>
Net Income over Expenditure	<u>(1,063)</u>	<u>893</u>	<u>782</u>	<u>(111)</u>			
Grand Totals:- Income	0	5,389	37,328	31,939			
Expenditure	1,063	4,496	36,546	32,050	5,020	27,030	
Net Income over Expenditure	<u>(1,063)</u>	<u>893</u>	<u>782</u>	<u>(111)</u>			
Movement to/(from) Gen Reserve	<u>(1,063)</u>	<u>893</u>					

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR B&M Museum Maintenance	11,240.00		11,240.00
321 EMR B&M Town Hall Gardens	250.00		250.00
322 EMR B&M Moorings Prior's Court	19,894.23		19,894.23
323 (Not In Use)	0.00		0.00
324 EMR E&A Noticeboards	1,447.00		1,447.00
325 EMR E&A Playground Projects	7,110.00	-640.00	6,470.00
326 EMR E&A Youth	6,615.00		6,615.00
327 EMR Fin Asset Management Proj	3,821.00		3,821.00
328 EMR B&M War Memorial *	5,557.73		5,557.73
329 EMR SH Severn Ham	6,140.00		6,140.00
330 EMR E&A CCTV	3,074.00		3,074.00
331 EMR E&A Tree Maintenance	5,150.00		5,150.00
332 EMR E&A Street Furniture	4,029.00	-490.00	3,539.00
333 EMR E&A Toilet Block Project	6,394.00		6,394.00
334 EMR E&A Gloucester Road Maint.	0.00		0.00
335 EMR E&A Bus Shelters	2,000.00		2,000.00
336 EMR Fin Regalia	0.00		0.00
337 EMR Fin Website	2,160.00		2,160.00
338 EMR Fin Professional	0.00		0.00
339 EMR Fin Legal	0.00		0.00
340 EMR Fin Elections	3,000.00		3,000.00
341 EMR Fin Tourism & Marketing	1,474.00		1,474.00
342 EMR Fin Newsletter	500.00		500.00
343 EMR SH Weeding	3,000.00		3,000.00
344 EMR SH Severn Ham Tree Maint	8,000.00		8,000.00
345 EMR SH Hay Sowing Project	8,675.00		8,675.00
346 EMR SH Carver Knowles	2,050.00		2,050.00
347 EMR Pla Comm. & Display	2,500.00		2,500.00
348 EMR Pla Outreach Sessions	342.00		342.00
349 EMR B&M Moorings Projects	4,263.00		4,263.00
350 EMR B&M Watson Hall Lease *	20,000.00		20,000.00
351 EMR B&M Moorings St Mary's Lan	2,433.00		2,433.00
352 EMR Insurance	1,556.00		1,556.00
353 EMR Shop Windows Project	3,890.00	-599.98	3,290.02
354 EMR TH Maintenance	5,831.00		5,831.00
355 EMR WH Projects	10,515.00		10,515.00
356 EMR WH Bar Equipment	1,619.00		1,619.00
357 EMR Museum Roof Project	18,750.00	-17,052.50	1,697.50
	<u>183,279.96</u>	<u>-18,782.48</u>	<u>164,497.48</u>

Forward Budget Detail - By Centre

	Current Year Budget	Next Year Budget	Year 2 Budget	Year 3 Budget	Year 4 Budget	Year 5 Budget
500 Severn Ham						
1620 Hay Auction	190	190	190	0	0	0
1630 Single Payment	13,000	11,500	9,420	7,245	4,348	0
1640 Wayleaves	390	390	390	0	0	0
1700 Fishing Rights	1,500	1,500	1,500	0	0	0
1710 Natural England (HLS Payment)	22,248	22,248	22,248	0	0	0
Total Income	37,328	35,828	33,748	7,245	4,348	0
4450 Maintenance	1,500	1,500	1,500	0	0	0
4550 Water	255	260	265	0	0	0
4850 Commoners Grazing	4,500	4,500	4,500	0	0	0
4855 Hay Sowing Project	5,000	5,000	5,000	0	0	0
4860 Volunteers (Rec & Prom)	2,000	2,000	2,000	0	0	0
4865 Auction Fees	468	477	487	0	0	0
4870 Weeding	2,500	2,500	2,500	0	0	0
4875 Tree Conservation	3,000	3,000	3,000	0	0	0
4880 Ancillary Management	4,000	4,000	4,000	0	0	0
4885 Nesting Project	2,000	2,000	2,000	0	0	0
4890 Carver Knowles	2,341	2,388	2,436	0	0	0
4895 Cross Compliance Consultant	520	530	541	0	0	0
4900 Conservation Advisor	5,462	5,571	5,682	0	0	0
4905 Footpath Repairs	3,000	3,000	3,000	0	0	0
Total Overhead Expenditure	36,546	36,726	36,911	0	0	0
Net Income over Expenditure	782	(898)	(3,163)	7,245	4,348	0
Total Budget Income	37,328	35,828	33,748	7,245	4,348	0
Expenditure	36,546	36,726	36,911	0	0	0
Movement to/(from) Gen Reserve	782	(898)	(3,163)	7,245	4,348	0