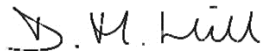


TEWKESBURY TOWN COUNCIL
SEVERN HAM COMMITTEE
29TH SEPTEMBER 2022

To: Councillors P Aldridge (Chairman), C Danter, J Raywood, C Cody, R Gurney, Mr M Cornwell-Kelly, Mr J Lucas, Mr T Perry, Ms C Corsie, Mr M Cluley.

You are hereby summoned to a meeting of the Severn Ham Committee to be held in the Town Hall, High Street, Tewkesbury on **Thursday 29th September 2022 at 9:30 am**

Members of the public and press are welcome to attend.



Debbie Hill
Town Clerk
21st September 2022

AGENDA

1. Apologies
2. Declarations of interests
3. Dispensations
4. To approve the minutes of the Severn Ham committee meeting held on 21st July 2022
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. Correspondence
8. To receive an update from Severn Trent and agree any actions
9. To receive an update from the Environment Agency and to agree any actions
10. To receive an update from Anna Tarbet regarding the Landscape Recovery Bid and to agree any actions
11. To receive and agree the Vision and Implementation Plan for the Severn Ham and to agree next steps
12. To receive an update from Caroline Corsie, Environmental Adviser and to agree any actions
13. To receive the committee budget report and earmarked reserve report
14. To consider and agree the draft budget for 2023/24
15. To approve payments list



TEWKESBURY TOWN COUNCIL

MINUTES

of the

Severn Ham Committee meeting

Held at George Watson Memorial Hall on 21st July 2022 at 9.30am

Present: Cllrs C Danter (Chair), C Cody, Ms C Corsie, Mr T Perry, Mr M Cornwell-Kelly, Mr S Kerr (Severn Trent), Ms M Gaden, (Fisher German), Mr P Herickx (Environment Agency), Mr P Chamley (Jackson Civil Engineering)

In attendance: J King (Assistant Town Clerk), one member of the public.

SH 22/017 To receive apologies for absence
Apologies were received from Mr Lucas, Mr Cluley, Cllr J Raywood, Cllr P Brookes, Cllr Aldridge, Cllr Gurney & Mr Fielding.

SH 22/018 To record declarations of interest
Mr Cornwell-Kelly – Clerk to the Commoners
Mr Perry – Restoration project

SH 22/019 To consider requests for dispensations
None received.

SH 22/020 To approve the Minutes of the meeting held on 12th May 2022
It was RESOLVED to approve the minutes of the meeting held on 12th May 2022.
Proposed by Cllr Cody, seconded by Mr Perry.

SH 22/021 Matters arising from the previous minutes – for information only
SH19/056 Land ownership issue – registration complete
SH20/024 ELMS Model for the Severn Ham – ongoing
SH21/008 Futureproofing project – Karen Colbourne – ongoing
SH21/011 Hay spreading on bund –ongoing
SH21/040 GCC Biodiversity Officer – ongoing
SH21/042 Mythe Nature Reserve adoption – ongoing
SH22/008 Crossing mats for hay making – complete
SH22/008 ST Legacy damage proposal – ongoing – Severn Trent and Mr Cluley to bring back proposal
SH22/009 Access point for hay making – complete
SH22/010 Strip of natural regen left – not possible - complete
SH22/011 Dock management strategy – on next agenda following Rootwave demonstration.
SH22/014 Replacement benches on the Ham – no benches need replacing – referred to Cllr Cody re: Stonehills - complete



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SH22/015 Tewkesbury Popular Anglers Association – written to regarding one vehicle access – complete

The committee had previously requested that access for paddleboards and canoes be improved where possible around the Abbey Mill. The Town Council has opened up some previously hidden steps on St Mary's Road and improved the access for small craft.

SH 22/022 Public Participation

A member of the public raised a question about the eel pass and whether there were any plans to make them more visually attractive.

The Environment Agency responded that there are no plans for the pass to be painted, it is black based on advice on heritage applications. The black ramp at the bottom is permanent, but the top side will just be a filter, the temporary structure that is currently there will be removed.

SH 22/023 Correspondence

Tewkesbury Library are running a series of events throughout the summer including making Green Gadgets in the Town Hall garden on Thursday 16th August (2-4.30pm)

SH 22/024 To receive an update from Severn Trent and agree any actions

Mr Kerr provided an update. The haul road has been removed and GEDA have completed their work and demobilised from site. Green hay has been spread down the site – it now becomes a monitoring situation. Part of the fence will be removed in mid-August.

Severn Trent are prepared to pay half of the Commoners losses for their being no cattle allowed on the Ham this year.

Next steps:

Management plan for the reinstatement. **Action:** Mr Kerr to check with Mr Pullen. Legacy Issues. **Action:** Mr Kerr and Mr Cluley to discuss proposals and bring back to the committee.

SH 22/025 To receive an update from the Environment Agency and to agree any actions

A written report had been provided by the Environment Agency (EA). Mr Herickx provided the following update:

There has been a slight delay with the pipe lift, additional work was required for the bottom of the ramp which was critical as eels migrate along the periphery of the bank. The work is back on track and aiming for completion at the end of August. The track will be removed at the beginning of August and then the reinstatement work will begin.



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The committee asked what kind of maintenance will be needed to maintain it. The intention is to make it as passive as possible, with little maintenance and vehicle access required approximately once every twenty years. The wall is the responsibility of the Environment Agency and ramp maintenance will be done from the river side. required to maintain it.

Blocks are required for health and safety reasons to ensure that any vehicle on the Ham cannot drive over the eel pass. There are two options – natural or uniform shape. They need to be large enough to be seen and will need to stand 50cm proud of the ground. The maintenance around the stones was discussed and the EA confirmed that they would be responsible for the maintenance and would confirm with Natural England that it did not cause any issues. The committee discussed both options and there are positive and negative options to both. Cllr Cody stated that she preferred the natural option.

It was RESOLVED to accept whichever option Natural England would prefer for the safety blocks. Proposed by Cllr Danter, seconded by Mr Perry.

Compaction tests will take place as soon as the track is removed, which will give the benchmark to work with. Mr B Perry to cut the bund once the track has been removed.

SH 22/026

To receive an update from Caroline Corsie, Environmental Advisor and to agree any actions

Kym Jackson from Marshlands has extended an invitation to the committee to visit the site. This will be arranged for Spring 2023.

Tewkesbury Nature Reserve are working with the Wildfowl and Wetlands Trust to develop a future plan. **Action:** Severn Ham Committee to meet with Tewkesbury Nature Reserve Committee.

Ms Corsie has attended the 'Flourishing floodplains' training course. It may be of interest to run this in Tewkesbury in conjunction with the Nature Reserve.

Action: Investigate options for running the course.

Porpoises were seen by the weir on the Severn Ham last week. The British Diving Marine Rescue Centre attended and the porpoises have now been spotted moving back towards Gloucester.

Landscape Recovery Scheme Application – decision due any day. Fifty one applications were received by DEFRA. The extension of the Higher Level Stewardship scheme has been confirmed until end of December 2023.



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The Committee would like to thank the secret army of litter pickers who help to keep the Severn Ham clean.

The Gloucestershire County Council 'Restoring our Rivers' report has been circulated to the Committee. **Action:** Report to be sent on to Severn Trent and Environment Agency for feedback at the next meeting.

Mr Cornwell-Kelly asked why one hay maker had not completed works by 14th July.
Action: To be referred to Mr Cluley for follow up.

SH 22/027 **To receive an update from Mike Cluley, Carver Knowles**
Items covered elsewhere on the agenda.

SH 22/028 **To receive the committee budget report**
The budget report was received.

SH 22/029 **To consider a request for ashes to be scattered on the Severn Ham**
Due to the Severn Ham being a SSSI, it is not possible for ashes to be scattered on the Severn Ham.

SH 22/030 **To agree to pollarding of the willow trees close to fishing peg 58 at a cost of £850**
It was noted that permission from Natural England will be required before any tree work can be undertaken.

It was RESOLVED to agree the pollarding of the willow trees close to fishing peg 58 at a cost of £850. Proposed by Cllr Cody, seconded by Cllr Danter.

SH 22/031 **To note the changes that were required to the tree work following the falling of the ash tree near the weir**
It was noted that following the committee decision to appoint the first contractor to fell the tree near the weir, the quotation was withdrawn. It was therefore decided to accept the original quotation provided by Ben Perry for the felling of the tree at a cost of £3300. Subsequently the tree fell down in the storms creating a health & safety issue. The instruction was therefore made to remove the fallen tree and make the area safe. The final cost for this work was £2900.

SH 22/032 **To agree any actions required to facilitate the hay restoration project for this year**
The committee discussed the hay restoration works. It was noted that the yellow rattle should be applied to the higher ground where there are less phosphate issues.

It was RESOLVED to:

Purchase 1kg of yellow rattle from Emorsgate seeds at a cost of £340

Purchase 100 bales from Kym Jackson at a cost of £550



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Approve £1650 for the work to collect bales, grass harrow, spread and roll and yellow rattle seeding.

Proposed by Cllr Cody, seconded by Cllr Danter.

SH 22/033

To approve payments list

It was RESOLVED to approve the payments list totalling £6,580.55.

Proposed by Cllr Cody, seconded by Cllr Danter.

Post meeting note: Minor typographical error on payments list. Haywards invoice was £250.77, not £250.00. Total payments therefore approved are: £6581.32.

The meeting closed at 10.46am

Next meeting: 22nd September 2022

Signature of Chairman upon approval of the minutes 22nd September 2022

DRAFT

Detailed Income & Expenditure by Budget Heading 21/09/2022

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>500 Severn Ham</u>						
1620 Hay Auction	3,701	190	(3,511)			
1630 Basic Payment Scheme	5,936	11,500	5,564			
1640 Wayleaves	0	390	390			
1700 Fishing Rights	0	1,500	1,500			
1710 HLS Payment	0	22,248	22,248			
Severn Ham :- Income	<u>9,637</u>	<u>35,828</u>	<u>26,191</u>			<u>0</u>
4450 Maintenance	0	1,500	1,500		1,500	
4550 Water	30	260	230		230	
4850 Commoners Grazing Compensation	0	4,500	4,500		4,500	
4855 Hay Sowing Project	1,650	5,000	3,350		3,350	
4860 Volunteers (Rec & Prom)	0	1,500	1,500		1,500	
4865 Auction Fees	500	477	(23)		(23)	
4870 Weeding	0	2,500	2,500		2,500	
4875 Tree Conservation	3,750	3,000	(750)		(750)	
4880 Ancillary Management	0	4,000	4,000		4,000	
4885 Nesting Project	0	1,500	1,500		1,500	
4890 Carver Knowles	0	2,388	2,388		2,388	
4895 Cross Compliance Consultant	475	530	55		55	
4900 Conservation Advisor	2,500	5,571	3,071		3,071	
4905 Footpath Repairs	0	2,500	2,500		2,500	
4910 Reinstatement Expenditure	161	0	(161)	359	(520)	
Severn Ham :- Indirect Expenditure	<u>9,066</u>	<u>35,226</u>	<u>26,160</u>	<u>359</u>	<u>25,801</u>	<u>0</u>
Net Income over Expenditure	<u>571</u>	<u>602</u>	<u>31</u>			
Grand Totals:- Income	<u>9,637</u>	<u>35,828</u>	<u>26,191</u>			
Expenditure	<u>9,066</u>	<u>35,226</u>	<u>26,160</u>	<u>359</u>	<u>25,801</u>	
Net Income over Expenditure	<u>571</u>	<u>602</u>	<u>31</u>			
Movement to/(from) Gen Reserve	<u>571</u>					

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR B&M 64 BS Maintenance	6,709.00	0.00	6,709.00
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 EMR B&M Moorings Maintenance	335.00	-335.00	0.00
324 EMR E&A Noticeboards	1,447.00		1,447.00
325 EMR E&A Playground Projects	12,604.00		12,604.00
326 EMR E&A Youth	4,105.00		4,105.00
327 EMR FIN Asset Management Proj	3,821.00		3,821.00
328 EMR B&M War Memorial	5,857.73		5,857.73
329 EMR SH Severn Ham	6,140.00		6,140.00
330 EMR E&A CCTV	2,500.00		2,500.00
331 EMR E&A Tree Maintenance	5,150.00		5,150.00
332 EMR E&A Street Furniture	2,300.00		2,300.00
333 EMR E&A Toilet Block Project	7,902.00		7,902.00
334 EMR E&A Gloucester Road Maint.	0.00		0.00
335 EMR E&A Bus Shelters	2,640.00		2,640.00
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	9,087.00		9,087.00
340 EMR FIN Elections	4,000.00		4,000.00
341 EMR FIN Tourism & Marketing	1,474.00		1,474.00
342 EMR FIN Newsletter	1,500.00		1,500.00
343 EMR SH Weeding	7,500.00		7,500.00
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	1,306.00		1,306.00
348 EMR PLA Outreach Sessions	271.00		271.00
349 EMR B&M Moorings Projects	6,363.00		6,363.00
350 EMR B&M Watson Hall Lease *	20,000.00		20,000.00
351 EMR B&M Moorings St Mary's Rd	2,433.00		2,433.00
352 EMR FIN Insurance	1,556.00		1,556.00
353 EMR FIN Shop Windows Project	3,290.02		3,290.02
354 EMR B&M TH Maintenance	9,761.00		9,761.00
355 EMR B&M WH Projects	10,040.00		10,040.00
356 EMR B&M WH Bar Equipment	1,619.00		1,619.00
357 EMR B&M 64 Roof Project	0.00		0.00
358 EMR SH Mythe Nature Reserve	5,000.00		5,000.00
359 EMR PLA Community Devel Planni	1,000.00		1,000.00
360 EMR B&M TH Projects	12,100.00		12,100.00
361 EMR FIN Community Grants	1,822.00		1,822.00
362 EMR FIN Tewkes Live Music Fest	9,892.50		9,892.50
363 EMR B&M WH Doors & Floors Proj	3,402.00	-3,402.00	0.00
364 EMR B&M 64 BS Fundraising Proj	6,788.00	-6,788.00	0.00
	<u>222,744.48</u>	<u>-10,525.00</u>	<u>212,219.48</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	0	0	0	0
1630 Basic Payment Scheme	11,500	9,420	7,245	4,348	0	0
1640 Wayleaves	390	390	0	0	0	0
1700 Fishing Rights	1,500	1,500	0	0	0	0
1710 HLS Payment	22,248	22,248	0	0	0	0
Total Income	35,828	33,748	7,245	4,348	0	0
4450 Maintenance	1,500	1,500	0	0	0	0
4550 Water	260	265	0	0	0	0
4850 Commoners Grazing	4,500	3,500	0	0	0	0
4855 Hay Sowing Project	5,000	4,750	0	0	0	0
4860 Volunteers (Rec & Prom)	1,500	1,500	0	0	0	0
4865 Auction Fees	477	500	0	0	0	0
4870 Weeding	2,500	2,500	0	0	0	0
4875 Tree Conservation	3,000	3,000	0	0	0	0
4880 Ancillary Management	4,000	4,000	0	0	0	0
4885 Nesting Project	1,500	1,500	0	0	0	0
4890 Carver Knowles	2,388	2,000	0	0	0	0
4895 Cross Compliance Consultant	530	530	0	0	0	0
4900 Conservation Advisor	5,571	5,571	0	0	0	0
4905 Footpath Repairs	2,500	2,500	0	0	0	0
Total Overhead Expenditure	35,226	33,616	0	0	0	0
Net Income over Expenditure	602	132	7,245	4,348	0	0
Total Budget Income	35,828	33,748	7,245	4,348	0	0
Expenditure	35,226	33,616	0	0	0	0
Movement to/(from) Gen Reserve	602	132	7,245	4,348	0	0

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	0	0	0	0
1630 Basic Payment Scheme	11,500	9,420	7,245	4,348	0	0
1640 Wayleaves	390	390	0	0	0	0
1700 Fishing Rights	1,500	1,500	0	0	0	0
1710 HLS Payment	22,248	22,248	0	0	0	0
Total Income	35,828	33,748	7,245	4,348	0	0
4450 Maintenance	1,500	1,500	0	0	0	0
4550 Water	260	265	0	0	0	0
4850 Commoners Grazing	4,500	4,500	0	0	0	0
4855 Hay Sowing Project	5,000	5,000	0	0	0	0
4860 Volunteers (Rec & Prom)	1,500	2,000	0	0	0	0
4865 Auction Fees	477	487	0	0	0	0
4870 Weeding	2,500	2,500	0	0	0	0
4875 Tree Conservation	3,000	3,000	0	0	0	0
4880 Ancillary Management	4,000	4,000	0	0	0	0
4885 Nesting Project	1,500	2,000	0	0	0	0
4890 Carver Knowles	2,388	2,436	0	0	0	0
4895 Cross Compliance Consultant	530	541	0	0	0	0
4900 Conservation Advisor	5,571	5,682	0	0	0	0
4905 Footpath Repairs	2,500	3,000	0	0	0	0
Total Overhead Expenditure	35,226	36,911	0	0	0	0
Net Income over Expenditure	602	(3,163)	7,245	4,348	0	0
Total Budget Income	35,828	33,748	7,245	4,348	0	0
Expenditure	35,226	36,911	0	0	0	0
Movement to/(from) Gen Reserve	602	(3,163)	7,245	4,348	0	0