Little Downham Parish Conservation Area Committee

May Conservation meeting minutes.

Date: Tuesday 20th May 2025 Time: 7.30pm

Venue: The Village Hall, Little Downham CB6 3ST

Quorum: 7 **Members: 14** **Vacancies: 0**

Mrs Amy Jacklin – Clerk/Proper Officer, Tuesday 25th March 2025

Mrs Amy Jacklin

Start- 7.29pm AGENDA

25/01 **Welcome**

25/02 **To receive and accept apologies for absence.**

Andy Sears Andy Poole Denice Maxey Christine Turnbull Allison England
Richard Maxey

In attendance

Myles Kumar John Barker Clare Scott Peter Travers Adrian Smithies
Ian Massey Carol Travers Kelvin Law Owen McCann
Dale Parson Alan Witts Kate Wright Peter Nancolis

Clerk: Amy Jacklin

25/03 **Approval of Minutes**

1. To approve minutes for signature from 25th March 2025 RESOLVED all in favour to accept minutes.

25/04 **Finance Matters**

1. To receive an update on the finances- Alan **RESOLVED** bank total is £1827.02, cash in hand £173.75. Honey sales totalled £102.
2. To give an update on the new bank account **RESOLVED** the clerk has now completed the application and obtained ID. This will be sent to Unity for opening on 21/5/2025.

25/05 **Conservation Day- 14th June 2025**

1. To receive an update on planning for the event. To distribute any tasks left to organise **RESOLVED** Owen will coordinate the Conservation Day planning and delegate outstanding tasks. There is a clash in date with Busy Fingers Fete- Conservation Day timing to be changed to 1-5pm, Owen will speak to Busy Fingers about the change of time. The committee are looking for experts to carry out talks with bees and/or nature. Table clothes, clips, modelling clay for children's activities will need to be priced up and agreed by committee prior to purchase. Clare to cut the footpaths prior to the event. Thanks to Brian Doggett for producing a hedgehog box sample for the day for people to order from.

25/06 **Works Co-ordinator Sub Committee/Areas of Responsibility**

1. To discuss if there is a need for individual roles and responsibilities **RESOLVED** to set up sub committees for the following activities:

Carol/Peter Travers- **Ponds Sub-Committee**
Sean- **Bees**
Myles Kumar- **Equipment Maintenance**
Kelvin Law- **Pruning**

The individuals above will take the lead when organising work parties to carry out tasks agreed by the committee or urgent work that requires completion.

25/07 Work Schedule

1. To review the updated work schedule and to prioritise red works (Inc Holts Pond Bridge) RESOLVED the following task numbers will be prioritised next

No17- Orchard Storage Door Spring on door broken Myles- Work to be completed on 17th June 2025

No41- The Holts Bridge-Take up the planks on the bridge and replace decking boards as they are damaged and some broken- To reinforce the main beam using a telegraph pole- £200 available spend. John and Ian will complete this task.

No54- Creosote Bridges/gates/fences around gates- Use Ecosote 25l. Kendle to create a risk assessment for the use of Ecosote. Myles will order the Ecosote and after Kendle has formulated the risk assessment Ian will be able to share what areas take priority.

No62- Building a culvert in the corner of the orchard- Looking to ask Lindum to ask for help with machinery and material. Dale will give a 8-inch pipe- Ian to organise a work party to complete this job when material is available.

George Barker bridge spring to be ordered and fitted by John.

Chair thanks everyone for all they have done.

25/08 The Parish Council Handyman

1. To prioritise a maximum of three jobs for the council's handyman to help with the reduction of the works schedule RESOLVED The Holts bench to be varnished, 2 x picnic benches to be sanded and re varnished. Woodland Walk signs revarnished.

25/09 Honey

1. Sales, advertising, purchasing of jars/labels and who is responsible? RESOLVED expected to be a large amount in 2/3 weeks' time approx. 40 jars. Alan will work with Sean to ensure there are enough jars and labels. Alan has ordered jars £40 for 100. Honey to be advertised at the Conservation Day if ready in time, and if there is any left to ask the shop to sell, post on social media ect.

Only one hive has a queen, two are without. Clerk to Invite Sean to the next meeting to talk to us about bees and how they are.

25/10 Meeting Dates

To discuss the frequency of future meetings RESOLVED to have meetings in March-July 6 weekly and August- Feb 2 monthly.

25/11 Date of next meeting

Tuesday 1st July 2025, Tuesday 12th August 2025, Tuesday 14th October, Tuesday 9th December, Tuesday 10th February- 7.30pm- Book café

AOB Outing to windmill- Sunday 20th July AM. Looking for up to 20 people. First come first serve for committee then to open to the village.

Sean can also make candles using the bee's wax- Enquire about that at the next meeting.

Boundaries- Haven't been able to find out much information about the orchard. Asked Lorna Dupree- Under lease to Little Downam Parish Council under a peppercorn rent between 2005-2065.

Meeting close 9.15pm

Chairman: Myles Kumar
Clerk and Treasurer- Mrs Amy Jacklin, 5 Third Drove, Little Downham CB6 2UE
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