

HAUGHLEY PARISH COUNCIL MEETING

Minutes of the Virtual Bio-Diversity & Wildlife Conservation Committee Meeting held on
Wednesday 14th October 2020 via VIDEOCONFERENCING

Present (by Video):	Gerald Brown, David Evans, Mrs. R Eburne, Gavin Deans and Mrs. C Pizzey (Clerk)
1.	To receive and consider apologies for absence: Jo Ling. The members accepted the apologies.
2.	To receive Councillors' Declarations of Interest: None.
3.	To receive any written requests for dispensations: None received. None.
4.	Public Forum: None.
5.	To consider and elect a chairman for the committee: It was agreed that Gerald Brown would be elected as Chairman for the Bio-diversity and Wildlife Conservation Committee.
6.	To consider and agree committee membership: David Evans, Mrs. R Eburne, Gavin Deans, Gerald Brown and Mrs. J Ling agreed to become members of the committee.
7.	<p>To receive and consider</p> <ul style="list-style-type: none"> • An introduction for the Biodiversity and Wildlife Conservation Committee: The members confirmed receipt of the introduction provided by the Chairman. • Aims of committee: The members discussed the aims of the committee in the report and additional aims for inclusion. it was agreed to decide on three of the potential areas of interest for the committee to work on. The following were added as potential aims for future consideration: - <ul style="list-style-type: none"> • Scatter Orchards • Water courses and other bodies of water • Body of water between the A14 and Tothill Garage

Signed Chairman:

Date:

	<ul style="list-style-type: none"> • Consideration for allotments on the Fishponds Way Development • Road side wildflower verges adjoining cycle path between Fishponds Way and Tot Hill roundabout • Green area from Auction Yard to driveway to 22 Old Street • Sharing information with parishioners, including talks and presentations • Promote other wildlife conservation in the Parish as may be deemed appropriate <ul style="list-style-type: none"> • Proposed activities: The committee decided on the following 3 projects: - <ul style="list-style-type: none"> • Land at Fishponds Way development • Road wildflower verges adjoining Fishponds Way and the cycle path. SCC proposes to survey flora in area and advise on management • Green area from Auction Yard to driveway to 22 Old Street – copy of proposal presented to Parish Council meeting in appendix <p>The Clerk to chase Bellway Homes over the open space at the development. When able talks to be arranged for residents on Bio-diversity and Wildlife Conservations topics.</p>
8.	<p>To consider finance and propose a budget for the committee: The Chairman advised that the committee needs to discuss a budget for the year 2021-22.</p> <p>A recommendation was made to ask the Parish Council for a budget of up to £300 to end of March 2021. Proposed expenditure includes wildflower plugs, appropriate bulbs for proposed area Old Street, appropriate signs and consultation leaflets</p> <p>It was agreed that the Clerk and the Chairman would look at producing a budget for the Parish Council for 2021-22</p>
9.	<p>Any other business: Discussion were had around a conservation grass cutter. The Clerk had obtained some information from a neighbouring parish who had purchased a machine and it was agreed to share this with the committee.</p>

Signed Chairman:

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10.	Date of next meeting: TBC												
	There being no further business, the meeting was closed at 20.03												
<p>Introduction</p> <p>At the Parish Council Meeting held on Tuesday 17 March 2020, it was agreed to establish a Biodiversity and Wildlife Committee.</p> <p>Progress with this project was deferred due to the Coronavirus (Covid-19) pandemic. However, at the Parish Council meeting held on Tuesday 21 July 2020, it was agreed to establish the committee and make progress thereon.</p> <p>Committee</p> <p>Committee to be agreed Chairman to be agreed</p> <p>Interested parishioners</p> <p>There are many people resident in the Parish who have expressed interest in supporting wildlife within the Parish.</p> <p>There are several groups that have a significant interest in biodiversity and wildlife conservation within the Parish. These include:</p> <table data-bbox="272 1182 1278 1391"> <tr> <td>Gallowsfield Wood</td> <td>Parish Council Committee</td> </tr> <tr> <td>The Cricket</td> <td>Parish Council Committee</td> </tr> <tr> <td>King George V Playing Field</td> <td>Playing Field Committee (PC Guardian Trustees)</td> </tr> <tr> <td>Churchyard conservation</td> <td>Committee established by Parochial Church Council</td> </tr> <tr> <td>Swift Project</td> <td>Lead - Jo Ling</td> </tr> <tr> <td>Conservation corridor</td> <td>Parochial Church Council</td> </tr> </table> <p>Initial aims for the Biodiversity and Wildlife Committee</p> <ul style="list-style-type: none"> • The committee to report to the Parish Council as and when relevant information is available. • The existing groups with biodiversity and wildlife conservation interests (identified above) would remain as distinct entities within Haughley. • Subject to the approval of the Parish Council, seek to establish additional areas for biodiversity and wildlife conservation within the Parish. • Subject to the approval of the Parish Council, establish additional groups who would have an interest in an area to be identified. • Have due regard to the Haughley Neighbourhood Plan • Retain an overview of biodiversity and wildlife conservation within the Parish of Haughley. <p>Terms of Reference</p> <p>Haughley Parish Council has agreed Terms of Reference for HPC committee, sub-committees and for those with individual responsibilities. Please refer to attached document for Terms of Reference.</p>		Gallowsfield Wood	Parish Council Committee	The Cricket	Parish Council Committee	King George V Playing Field	Playing Field Committee (PC Guardian Trustees)	Churchyard conservation	Committee established by Parochial Church Council	Swift Project	Lead - Jo Ling	Conservation corridor	Parochial Church Council
Gallowsfield Wood	Parish Council Committee												
The Cricket	Parish Council Committee												
King George V Playing Field	Playing Field Committee (PC Guardian Trustees)												
Churchyard conservation	Committee established by Parochial Church Council												
Swift Project	Lead - Jo Ling												
Conservation corridor	Parochial Church Council												

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ANNEX 1**Current projects include**

Area	Group	Comment
Gallowsfield Wood	Gallowsfield Wood Committee	Owned by HPC
King George V Playing Field	Playing Field Committee	Guardian Trustee HPC
The Cricket	The Cricket Committee	Charity managed by HPC County Wildlife Site
Area land adjoining West side of Fishponds Way	SCC as highways authority Plashwood Estate	County Wildlife Site
Land near Spikes Lane	Privately owned	County Wildlife Site
Churchyard	Group reporting to Parochial Church Council	
Swift Group	Lead by Jo Ling	
Conservation corridor Fishponds Way towards Haughley Green	Lead by Parochial Church Council	
Area of land south of Dagworth	Privately owned	Managed as wildlife site

Potential areas of interest

Area	Group	Comment
Land at Green Road development, east of King George's field	Bloor Homes	PC suggested consultation re management of open areas
Land at Fishponds Way development	Bellway	PC expressed interest in managing proposed wildlife area
Adjoining Tot Hill between Fishponds Way and Junction 49 roundabout	Highways England and SCC	Orchids etc. Conservation management to support
Area land adjoining East side of Fishponds Way	Verge SCC	Conservation management to support
Adjoining cycle path on former A45 from recycling centre (SE) to Haughley New Street	Highways England and SCC	This includes an area near Gallowfield Wood within the Parish of Harleston
Old Street – areas of grass	Owned by HPC	
The Folly – green	Owned by HPC	
Area grass off Station Road/Grainge Way	Claimed by HPC	Shrub planted by Haughley WI
Area of grass off Castle Rise	Claimed by HPC	
Area of grass off St Marys Avenue (West end)	Owned by MSDC	
Area of grass at Ladyfield	Owned by MSDC	

Signed Chairman:

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ANNEX 2**HAUGHLEY PARISH COUNCIL
BIODIVERSITY AND WILDLIFE CONSERVATION COMMITTEE****TERMS OF REFERENCE****The Biodiversity and Wildlife Conservation Committee**

The committee is to consist of at least 5 members one of which being a member of the Council. Meetings are to be held at least quarterly. The quorum shall be three.

The committee will

- retain an overview of biodiversity and wildlife conservation within the parish
- liaise with groups within the parish having wildlife and conservation interests
- manage, maintain and improve the biodiversity and wildlife conservation within the parish
- look to establish additional areas for biodiversity and wildlife conservation within the parish.
- look to contact additional groups who would have an interest in an identified area in the parish
- advise and make recommendations to the Council on the impact of proposals by owners and occupiers that may affect land being managed or proposed for management by the sub-committee
- work in partnership with the police and statutory authorities to alleviate anti-social behaviour and vandalism on land managed by the sub-committee
- make recommendations for funding of improvements and prepare grants from the appropriate funding bodies
- put forward to the Council a budget of expenditure for improvements and development for the following financial year by October each calendar year

The Biodiversity and Wildlife Conservation Committee reports directly to Council and does not have any delegated powers.

ANNEX 3**FROM LOCAL COUNCILS EXPLAINED
COUNCIL COMMITTEES**

- A council can but does not have to appoint committees

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- A committee of a council undertakes work for and on behalf of a council
- The specific responsibilities of a committee are confirmed by its terms of reference
- A council is responsible for the appointment of committees and their members
- Non-councillors may be appointed to most committees
- The voting rights of non-councillor members of committees are limited
- A non-councillor with voting rights is subject to the council's code of conduct. In England, a non- has statutory obligations in respect of registration and disclosure of pecuniary interests
- A committee either has functions of the council that have been formally delegated to it or simply advises the council on matters which relate to the performance of its statutory powers and functions
- A sub-committee is a committee appointed by a committee. The sub-committee is comprised of members of the committee and cannot exceed the responsibilities conferred on it by the parent committee

Signed Chairman:

Date: