

BARKHAM PARISH COUNCIL & ARBORFIELD PARISH COUNCIL

COOMBES WOODLAND COMMITTEE

Minutes of the meeting of the Coombes Woodland Committee held on 6th March 2024 in the Parish Office, Arborfield Green Community Centre at 5.30pm.

Present: Cllr Barker (BPC) (in the Chair), Cllr Wrobel (BPC), Cllr Starkey (ANPC), Mr Fox (ANPC), Mr Steel, Mr Norton, Mr Watts RFO for ANPC and Mrs Tims Clerk for BPC.

CWC 24/012 To receive and accept any apologies for absence Local Government Act 1972 Sch12

None

CWC 24/013 To receive any declarations of interest on items on the agenda (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464)

None

CWC 24/014 Minutes of the Coombes Woodland Committee Meeting LGA 1972 Sch 12 para 41(1)

The minutes of the meeting held on Monday 22nd January 2024 were approved and signed as a true record. The minutes were signed by Cllr Barker.

CWC 24/015 To Co-opt resident members onto the Committee Local Government Act 1972 S16

Cllr Wrobel Proposed Mr Norton, a resident of Arborfield be co-opted onto the Woodlands Committee, this was seconded by Cllr Starkey.

Resolved: Mr Norton was duly co-opted onto the Committee

CWC 24/016 Questions from members of the public in respect of the business on this agenda (allotted time 15 minutes) Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100
Adjournment of the Meeting will be called if any members of the public wish to address the Committee on any matters or concerns relating to The Coombes Woodlands. If you would like to ask a specific question to be answered at the meeting, please submit the question at least 24 hours in advance.

A resident attended the meeting to listen to the meeting.

CWC 24/017 To approve the budget figures set through the draft management plan LGA 1972s.41(4)

The budget figures set out in the draft management plan were accepted and approved by the Committee. The figure for this coming financial year is £36,500.

The woodlands needs to be sectioned to assist with carrying out the management plan. Mr Steel will look at creating a ma of the woodlands in sections.

CWC 24/018 Delegated Authority Report

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The Committee is to receive a report on items agreed via email for the quotes for the works to the trees identified in the survey.

Finance

Quotes for works to the Woodland

A decision needed to be made before the next meeting of the committee could be scheduled, so that works could be undertaken as soon as possible after planning permission was granted.

Several companies were contacted, to provide quotes for the works. The Committee received 4 quotes from different companies.

The Committee reviewed the quotes and agreed to use Calibra Tree Surgeons at the following costs. Phase 1 £1,380.00 Phase 2 £4,380 Phase 3 £11,940.00 Total Cost £17,700.00

This was agreed by majority of the Committee

CWC 24/019 Terms of Reference

The Committee reviewed, discussed and agreed the minor amendments to the Committees Terms of Reference, to be put to both councils for consideration and adoption.

CWC 24/020 To review and agree the draft terms of agreement, ready for review and approval by both Councils

The Committee reviewed, discussed and agreed the draft agreement, to be put to both councils for consideration and adoption.

CWC 24/021 To review actions arising from the last meeting

1. To develop a management plan

No changes have been made to the Management plan since the last meeting. To be in line with the agreement and TOR's, an item to be added is a line by line reporting table for the budget figure to monitor spend.

2. Update on Tree Works from survey - Phase 1

Works on trees in Phase 1 are scheduled to be undertaken on Monday 11th March and Wednesday 13th March. The trees will be checked for any nesting birds before any work is undertaken, and if there are signs of nesting, the trees will be left until after the nesting season.

Cllr Wrobel and Mr Steel will check the works once completed. The Clerk will send the map identifying the trees in phase 1 for ease of reference.

3. Website Local Government Act 1972 S142

Cllr Barker has looked at the 4 potential hosting providers, and has looked at domain name availability. The Coombes Woodlands.com is available as is the co.uk site.

BPC are employing a deputy, who will work with the CWC, and part of the role will be to look at the website.

4. Public Engagement – 'Friends of The Coombes' group

The Deputy employed by BPC will be looking into setting this up.

CWC 24/022 AOB

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Can a Whatsapp group be set up. Unfortunately, BPC do not have a Mobile phone, so it is not possible for the Clerk of BPC. Email will be better.

Is it possible to find out how many people use the woods, and what they use it for, it may help with deciding what we wish to do with the woodlands. Once the website is set up, it may be possible to engage and gain support from users.

Communication from Resident regarding pathways in The Coombes was given and discussed. The first point of contact for the state of the PROW's is WBC as the Highways Authority responsible for maintaining the PROW's. The Clerk has responded to the resident. The Clerk will speak with WBC Countryside Services to see what they would recommend.

Woodlands Café and signage. A letter is being drafted to send to the owner, which will be sent to the committee for review. The letter introduces the CWC to the owner, and explains our aims and our obligations with regards to the woodlands.

Scouts are interested in using the woodlands for activities, how would they go about this. It would be best to ask them to contact the clerk and the Clerk can then advise.

Boundary marking at lot 2, do we need to look at this. Possibly in the future.

Increasing bio-diversity. How are we increasing it, and to what level. This needs to be considered.

CWC 24/023 To set the date of the next meeting

The next meeting will be held in Early May. The exact date and time is to be agreed.

There being no further business, the meeting closed at 18.33pm.

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