



Greening Galleywood- **Placing wildlife in the heart of a parish**

Minutes of the Greening Galleywood Committee **Wednesday 1st August 2007 at 10.30 am** **Galleywood Youth Centre, Watchouse Road.**

Present: Cllrs Villa & Turkentine, Steve Plumb (Essex Biodiversity Project), Tony Rouy, Mike Humphries, Bernard Cooper.

Members of the public: Ian Wakefield and Tim Chilcott (part time).

1.0 Minute Taker

Cllr Turkentine volunteered to take the minutes for this meeting. The committee were reminded that it had been agreed that this task was to be shared on a rota basis.

2.0 Apologies for absence

Apologies received from Cllr David Stevenson, Malcolm Stuart, Mrs Ann Whalley and Mrs Chris Moles, Ms Gill Collins.

3.0 Previous Minutes

The minutes of the meeting held on the 6th June 2007 were accepted and signed by the Chairman. All matters arising are otherwise addressed in the current agenda.

4.0 Correspondence

E-mail from Malcolm Stuart (dated the 25th July) – requesting confirmation from Ms Gill Collins (Princes Trust) on the group's participation in the Hedge and Tree survey across the Parish, and a date to meet with Ms Collins, post 12th August. *Action - Mike Humphries to progress urgently and report back with some suitable dates.*



E- mail from Malcolm Stuart (dated 26th July) – Asking what work is planned for Galleywood Brook? Steve Plumb confirmed that part of the southern boundary is made up of an ancient hedgerow which could benefit from coppicing, but new plantings would be only considered for the northern side of the brook.

Action – Steve Plumb to liaise with Mark Iley on possible construction of sluices to prevent the brook running completely dry during periods of low rainfall. Steve to also liaise with land owner and table firm plans before the next the Committee meeting.

E-mail from Chris Moles (dated 26th July) – Various suggestions for future programmes involving the Community. *Action - Cllrs villa and Turkentine with Malcolm Stuart to discuss with Chris Moles on her return from holiday.*

5.0 Quarterly Reports

The two outstanding quarterly reports, up to the end of May have now been completed and forwarded to the Heritage Lottery Fund. The current quarterly report June - August requires that all invoices and in-kind records for that period are received by the end of the first week in September. Steve Plumb passed over an invoice for payment. *Action – All.*

6.0 Programmes

The programmes were discussed and summarised in the following below:

Programme	Proposed Activity	Land Owner	Actions and by whom
St Michaels' Churchyard	Clear Laurel, and manage established trees. Re-establish over grown northern boundary.	St Michael and All angels	Continue excellent work by the Scouts. Steve Plumb/Cllr Turkentine/ Brian Stacy/Jill Taylor
Twitten Green	Successful wild flower planting and continue to manage as a summer meadow.	Galleywood Parish Council	Further wild flower planting early Spring 2008. Steve Plumb/Jackie Lane
The Spinney	Follow up June Survey by Great Baddow and Galleywood Environmental Group	Galleywood Parish Council	Improvements. Steve Plumb/ Mark Iley
Glebe Land, to the east of St Michael's Churchyard and allotments	Clear Laurel and manage establish trees, subject to a licence.	Chelmsford Diocese (Agent Strutt and Parker)	Steve Plumb/Cllr Turkentine
Glebe Land, bounded by the Old Vicarage, the New Vicarage and Stock	Clear scrub and open up the area for the benefit of wildlife.	Chelmsford Diocese.	Action stalled until boundary with the old Vicarage has been re-established.

Road/Beehive Lane.			
Galleywood Brook.	Re-establish the management of ancient hedgerows by coppicing. Proposed new planting on northern and construction of sluices	Christina Willets	Obtain owner's agreement to proposed plans with the land owner. Steve Plumb/Mark Iley
Ancient Woodland Copses to the SE of the brook FP 54 & 82.	Re-establish the management of the woodlands by coppicing	Christina Willets	Obtain owner's agreement to proposed plans with the land owner. Steve Plumb/Mark Iley
Old Orchard – NE corner of Chelmer Park .	Clear scrub and save/ manage remaining old local varieties apple.	Chelmsford Borough Council	CBC is very supportive of the proposals. Steve Plumb/Mark Iley.
Jubilee Park	Proposals to carry out some tree planting to the northern & eastern boundary, where fences are regularly vandalised.	Chelmsford Borough Council	CBC is supportive of the proposals. Steve Plumb/Mark Iley/Trevor Sutton.
St Michael's and Galleywood Infants Schools.	Proposals from both schools to construct a wild flower garden and large pond. Successful wildflower planting this Spring, courtesy of CBC	St Michael's Junior School – St Michael's Church. Galleywood Infants school – ECC	This work had not been budgeted for in the Greening Galleywood. Steve Plumb/ Sarah Manning/Janet Payne applying to Awards for All
Bushy Croft	Biodiversity improvements to rough pasture, uncultivated for >10 years.	Tim Chilcott	Re-establish northern boundary, and definitive route of FP 50 to the SE boundary of The Paddocks. Steve Plumb/Tim Charcot
Glebe Farm Cottages Pond	Investigate the removal of silt from pond and	Unknown, possibly CBC?	Establish owner ship. Cllr Turkentine/Steve plumb/Mark Ilea.

	manage the rampant Great Reed Mace		
Unused Depot on the Common	Remove scrub, conifers and industrial/building waste to the south of the main building. Provide for a biodiversity educational resource.	Chelmsford Borough Council	Subject to the signing of a lease on the site, prepare a phased improvement plan. Steve Plumb/Galleywood Heritage Centre- Project Committee.

It was agreed that a suitable (to be agreed) rolling spread sheet /project plan be prepared for each site tabled and circulated prior to the next Committee meeting. This to include detailed actions, time scales, budget and resource estimates. *Action – Steve Plumb/ Gen Broad/Mark Iley.*

7.0 Publicity.

Information boards have not yet been prepared. Ian Wakefield suggested we approach estate agents to fund the boards and posts. The interpretation boards will be similarly sourced as required. *Action Cllr Turkentine/Malcolm Stuart/ The Clerk to obtain quotes as a matter of urgency from (the people who made the Village Market signs).*

Two large PVC banners have been purchased, one for Greening Galleywood with all the requisite logos and one for Galleywood Parish Council and have been displayed whilst work is in progress in the churchyard. *Action - complete.*

All photographs, video /audio files, posters, and publicity material need to be collated in a Greening Galleywood archive, for the preparation of quarterly reports and for the final project outcome. *Action – Cllr Turkentine/The Clerk*

It is planned to include specific publicity pages on the Parish Council website and also BBC Breathing Place, Greening Galleywood weblet. Post meeting note, www.bbc.co.uk/breathingplaces/ advised on Thursday 2nd August a major update and reformatting exercise for a September re-launch . *Action – Cllr Turkentine/The Clerk to ensure Greening Galleywood events are well advised in advance, and as widely as possible.*

Articles and text for the Autumn Grapevine is required by the Clerk by 1st September. *Action – Chris Moles and/or any committee member.*

The use of the free website > www.googlemaps.com/ < is being trialled for footpath walks leaflets and the hedge/tree surveys. *Action – Cllr Turkentine/Malcolm Stuart.*

8.0 Training

The question of further practical training workshops for the committee and volunteers was raised to run through the Autumn and Winter. *Action – Chairman/ Steve Plumb to liaise with Gen Broad to produce a schedule and approach the relevant experts for available diary dates.*

9.0 Schools

Apart from the proposals from St Michael's junior and Galleywood infants, reported in agenda item 6, concern was expressed that the local secondary schools had not expressed an interest in including practical biodiversity in support of their curriculum.

Action – Steve Plumb to liaise with Gen Broad and Anna Rule, and report back progress prior to the next committee meeting.

The mention of a local source of bird boxes will be taken up directly with Kris miners, upon his return from his sabbatical. *Action – Chairman.*

10.0 Scouts 'Star Burst' Jamboree

It was reported three parties of scouts had made a great start on the clearing the rampant Laurel in the churchyard. Further work will continue subject to the scout's availability. This work is being supervised by Committee members and volunteers from GRoW.

11.0 Finance

The report of bills paid since the last committee meeting was tabled and accepted. This was duly signed by the Chairman.

The Accounts to date were noted, without comment.

The Chairman requested that budget and expenditure against each of the selected sites would be required for review prior to the next committee meeting, and for all subsequent meetings. This action will compliment the request for a rolling spread sheet/project plan, an action agreed against agenda item 6. *Action – The Clerk*

12.0 Volunteers

The Chairman called for a review and update of the Greening Galleywood contact lists. *Action – The Clerk.*

The involvement of the Princes Trust was previously covered under agenda item 4, in response to Malcolm Stuart's e-mail on this subject.

13.0 Review of Committee membership

The chairman called for an urgent review of the committee membership, seeking to attract additional members with other skills and practical abilities not currently represented.

Action – Cllrs Villa and Turkentine and Malcolm Stuart to review urgently.

14.0 Any other business.

None raised.

15.0 Date of next meeting

Wednesday 3rd October, 10.30am at the Galleywood Youth Centre.

*Meeting closed at 12.45 pm
Minutes taken by Cllr John Turkentine – 5th August 2007*

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(Signed, Chairman)

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(Dated)