



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

Minutes of the Greening Galleywood Committee
Wednesday, 3 October 2007 10.30am
The Youth Centre, Watchouse Road, Galleywood

Present Cllrs Villa, Turkentine and Stevenson, Steve Plumb, Gen Broad,
Ryo Shitamichi, Ann Whalley, Stan Church, Tony Rouy, Bernard Cooper,
Chris Moles.

Members of the Public Ian Wakefield, Asa Pamphilon.

1. **Appointment of minute taker** Chris Moles volunteered to take the minutes for the meeting.
2. **Apologies for absence** Apologies were received from Mr Malcolm Stuart.
3. **Minutes of meeting held on 1 August 2007 any any matters arising** The minutes of the meeting held on 1 August 2007 were accepted and signed by the Chairman. All matters arising are otherwise addressed in the current agenda.
4. **Correspondence** None.
5. **Quarterly Report**
 - 5.1 **Submission of invoices** No invoices were forwarded for submission
 - 5.2 **Volunteer in kind records (end of September)** Volunteer in kind records for June, July and August to be submitted as soon as possible.
6. **Programme** Chairman Bob Villa emphasised the need for heritage focus and future stewardship of sites. The following points were discussed - led by Steve Plumb
 - 6.1 **Progress/review of action of the initial 4 selected sites**
 - 6.2 **Progress/review of the action plans for the other 6 of the proposed 10 key sites**
 - 6.3 **Progress/review of the action plans of the remaining 10 of the proposed 20 key sites**
 - 6.4 **Progress of landowner's permission**
 - 6.5 **Progress/review of tutorial surveys** Proposed Schedule – (see attached document) introduced by Gen Broad. The formation of a small group to decide on future events was agreed (Steve Plumb, Gen Broad and Chairman Bob Villa). Date, venue to be advised as soon as possible Tony Boniface of Essex Field Club to lead a family fungus foray from the carpark in Margaretting Road on Sunday 28 October 2007 from 10.00am – 1.00pm, with an introductory talk followed by scientific investigation on the Common, concluding indoors – venue to be advised.



- 7 Publicity**
- 7.1 Progress of interpretation and information boards** It was reported that these are now in progress – Action John Turkentine and Malcolm Stuart.
- 7.2 Banners** available for future events
- 7.3 Photographs** plea for photos to be taken at all events. Offers of a video from Ian Wakefield, Ryo Shitamichi and David Stevenson. A power point presentation and talk to be given to Ian Wakefield's Hutton Walking Group on 24 November 2007 by John Turkentine, Gen Broad, Bob Villa and others to be advised
- 7.4 Website update** Proposed schedule to be put on Breathing Spaces.
- 7.5 Grapevine** Articles both in the Grapevine, Church Magazine and Essex Chronicle Community News.
- 7.6 Maps** Steve Plumb and Asa Pamphilon to co-operate on marking of sites on Galleywood Footpath map. Software provision by John Turkentine
- 8 Training**
- 8.1 Committee** Steve Plumb to lead any necessary training.
- 8.2 Volunteers. Review/update list of names** Action John Turkentine.
- 9 Schools.**
- 9.1 Update** Steve Plumb has submitted Awards for All package to Sarah Manning, Headteacher of the Galleywood Infants School
- 9.2 Grants** would cover pond, peripheral planting and training but matched with additional funding from Greening Galleywood for more trees.
- 9.3 Bird boxes** 15 Bird boxes are now available – Tony Rouy to contact Steve Baines/Kris Miner to find out what kind. Chris Moyes to approach schools for siting of a couple at each site.
- 9.4 Review of Scout assistance, St Michaels Church Clearance** John Turkentine reported on the valuable contribution made by the International Scouts in the churchyard and need for further volunteers.
- 9.5 Princes Trust Survey Progress** Hedgerow mapping by 14 volunteers from 8 October 2007 – 2 November 2007. Steve Plumb and Gen Broad to assist with introductory talk on 9,11 as Ken Adams was unsure as to whether he would be able to attend.
- 10 Finance**
- 10.1 Ratification of bills paid** Document circulated
- 10.2 Accounts to date** Document to 30 August 2007 circulated
- 10.3 Budget figures for each of the selected key sites** Discussion ongoing on which particular sites and cost involved. Need to include £1,800 - £2,000 for final summary to be produced professionally and its distribution.
- 11 Volunteers**
- 11.1 Update list** Action: John Turkentine and Bob Villa. David Stevenson to make Chelmsford volunteers aware of Greening Galleywood project at his next meeting.
- 11.2 Involvement of Princes Trust** See 9.5.
- 12 Review of committee list** To be reviewed
- 13 Any other business** None
- 14 Date of Next Meeting** 10.30am 5 December 2007 – Venue to be confirmed.

The Meeting Closed at 12.45 pm
Minutes taken by Chris Moles – 3 October 2007-10-05

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Signed, Chairman

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(dated)