

# Minutes of the Bromyard Downs Common Association

## General Meeting

Wednesday 4<sup>th</sup> June 2019

7:30 - 9:30 Falcon Hotel Bromyard

### Committee Attendees:

James Hawkins (V Chair)	Lauren Smith (Secretary)	Clive Brazier (Treasurer)
Nicki Howard	David Grant	Jan Densham
David Boddington	Ben Hiley	Nic Hinchcliffe (NT)
Ray Pullen	Nigel Shaw	

### Attendees:

Roger Lowery	Joe Allsopp
Dee White (HWT)	Alan Grantham

### Apologies & Absence;

Dave Cave	Graham Cooper	Jo Stoddart (Chair)	Karen Rock
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## 2. Action points

- 2.1 James to arrange talk and discussion on responsibilities and concerns in taking over the common from Hereford Council – **Action to be arranged when possible** James has made contact with the commons committee but needs to persuade someone to talk
- 2.2 Foot bridges – dealt with on main Agenda - Voted to retain bridges – **Action closed**
- 2.3 James to send HLS Agreement to Lauren to be copied and distributed to all committee members – **Action Ongoing**
- 2.4 Awaiting e-mail from Andrew Nixon on coping with Hygiene facilities on field trips – **Action Ongoing**
- 2.5 **Educational visits for children – on main Agenda**
- 2.6 Use of drone to plot areas on Downs – Quote has been received from Bill Morgan a local professional drone operator for £125 – Committee agreed the costs James will contact Bill to arrange a date – **Action** Lauren to ensure local residents are informed of the survey in newsletter and Bromyard info.
- 2.7 Will Watson has agreed to provide additional equipment from the HART project fund for continuing management of the Downs i.e. long gloves, waders etc. **Action** - Roger and Jo to liaise

- 2.8 Golf lane to be monitored for vehicle access – nothing noted as yet will continue to monitor – **Action closed**
- 2.9 Volunteer training – Jan to put together list of interested volunteers and training required – **Action Ongoing**
- 2.10 Monitor repair of Quarry fence – fence has been repaired and looks good – **Action closed**

**Minutes of the last meeting discussed and approved;**

**3. Finance Update**

Current funds stand as follows;

- Current Treasurers Account - £12,300
- Cash Card Account - £ 500
- Cash in Hand - £100

BDCA Financial Audit Due – Clive to present figures to James who will arrange.

**4. Brockhampton Group Parish Council Update**

The BGPA have agreed a contribution of £200 towards the refurbishment of the Downs official carpark

**Action** – Lauren to send Thank You letter to the Clerk. And ensure all minutes are copied to the BGPA

**5. Town Council Update**

No one in attendance to update. Fred Clarke has taken over from Gill Churchill as our representative.

**6. Downs Management**

- 6.1 The notice board in the official Downs carpark has been temporarily removed from the carpark for refurbishment – The board will need two vertical posts and cross pieces to repair the stand, and wood for a roof pitch to cover the board. The actual metal case is still intact.

Nic Hinchcliffe has offered to supply two green oak posts from the National Trust  
A memorial plaque which was originally fixed to the main board will also need to be re-fitted

Once repair has been completed and the carpark refurbished, have an official opening and supply photos to Hereford Times as an opportunity to advertise the Downs.

- 6.2 A local resident to the Downs who is becoming increasingly concerned over the late night activity in the carpark has agreed to monitor a CCTV camera. The camera will

be supplied by the local police - **Action** Ben to take forward with PC Meake and Jan to liaise with the resident

- 6.3 Note that the toposcope still needs to be placed and catch pools still need to be cleared. - **Action** James to source quote to complete both tasks
- 6.4 Kirkham gardens afternoon club have expressed an interest in the History recordings that were completed for the HLF project - **Action** Lauren to locate recordings and recorder David Grant to check with the History Society.
- 6.5 School visits – As part of the HLS scheme we can claim funds for School visits to the Downs, Chris Baird HCC Director for schools and families has agreed to provide us with contacts and direct access to Herefordshire Schools to promote using the Downs and Emma Stapely a local resident and a qualified forest school teacher has offered to attend one of our meetings and give us some pointers  
The minimum time for visits will be 2 hours. A training course for running the visits is available if anyone is interested.  
We also need to liaise with the schools, local scout, guides groups, and youth clubs to see what they actually need and what they want to achieve. Ideally someone needs to take this forward as a contact.  
There is also the question of toilet facilities as a portaloos costs in the region of £114.  
**Action** – All members to consider anyone who may be interested to take this forward
- 6.6 Footbridges – The footbridges from the Top Downs road over the ditches were erected without BDCA approval, Committee concerns were the safety aspect in relation to walking out into the road or someone slipping and injuring themselves. The foot bridges are being used and are allowing less able bodied walkers access to the different area of the Downs  
Hereford Council was asked for advice, but they have left the decision to the management committee  
It was suggested could put up a disclaimer in the main carpark that we do not take responsibility for anyone injuring themselves when using the footbridges, which appears to be practice on many of the countryside walks, but we are unsure of the legality of this action.  
**The motion for the footbridges to remain was taken and was passed with a majority of 12 to 5 of the committee and volunteers present**
- 6.7 Natural England have completed the pond survey and will let us know when the results are available.
- 6.8 The U1 Waste certificate for the Downs has been renewed this allows any resident to use waste screed to fill in any potholes or improve their existing tracks over the Downs
- 6.9 Hereford Council confirmed that Nigel Shaw is the elected Herefordshire Councillor for Bringsty Ward

- 6.10 The secretary reminded all members that the AGM is due on the 26<sup>th</sup> June and anyone wishing to remain on the committee should complete the election forms and hand back to Lauren prior to the AGM.

## **7 Volunteering Update**

- 7.1 Work has been completed on Golf Lane and the new pond area. Rides have been cut and the ditch cleared and pruning of trees has been completed. Car park maintenance will be next on the agenda. Jan will send out more dates shortly.

- 7.2 The tractor has been showing an oil leak on the hub which has been looked at and supposedly repaired, however it appears the leak has not been cured. A request was made to the repairer to make good his work however as he hadn't been paid he refused to take another look. Ben has sourced a qualified engineer to take a look at the tractor, which will need to be paid for, so it was decided to pay the original bill which amounted to £213.29 but withhold a percentage as the work had not been completed to our satisfaction.

## **8. Public Member Questions**

- 8.1 Alan Grantham extended his thanks to the commit and volunteers for all the work that has been put into maintaining the Downs.

## **9. Any Other Business**

- 9.1 The National Trust have ongoing projects at Brockhampton to restore orchards on the estate and create a wildflower meadow. They have made a request to harvest some seeds from the Downs. James Hawkins as Chair of Herefordshire Meadows was also keen to harvest some seed to establish a meadow at Warren Farm linking in with over 52 hectares of wildflower meadows in Herefordshire.

The project would be good publicity for Bromyard Downs linking in with the projects for both the National Trust and Herefordshire Meadows.

The committee agreed to allow the harvest James can borrow a brush harvester and will take a few strips from the Downs which he will share with the National Trust.

- 9.2 Herefordshire Council have been in touch to inform us Gigaclear have been contracted to establish the infrastructure for superfast broadband supplies in Herefordshire, The council are currently agreeing wayleaves with them. Proposed routes will cross Bromyard Downs. The Council asked for any comments from the management committee.

The proposal and maps were well received, the infrastructure for superfast broadband can only be good for the area. We will of course request that all commons

legislation is complied with and any work by any historical features on the Downs is avoided and that any damage whilst work is being completed is rectified.

A question was raised if the wayleave payment would be available for the Downs?

**Action** once further details are known to report back to the committee.

**Date of next meeting**

**AGM Wednesday 26<sup>th</sup> June – Falcon Hotel Bromyard 7:30 – 9:30**

Thank You all for Attending  
Meeting Close.

Lauren Smith  
BDCA Secretary  
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<b>Draft - BDCA Meeting Schedule for the coming Year</b>	
<b>General Meeting Dates</b>	
<i>Tuesday 13<sup>th</sup> August 2019</i>	Falcon Hotel, Bromyard 7:30 -9:30
<i>Wednesday 9<sup>th</sup> October 2019</i>	
<i>Tuesday 3<sup>rd</sup> December 2019</i>	
<i>Wednesday 5<sup>th</sup> February 2020</i>	
<i>Tuesday 7<sup>th</sup> April 2020</i>	
<i>Wednesday 3<sup>rd</sup> June 2020</i>	
<b>AGM – Wednesday 1<sup>st</sup> July 2020</b>	