

Bardwell Parish Council

Chairman David Ruffles Vice Chairman Andrew Smith

Minutes of a Meeting to discuss requirements for the next stage of the Community Field Project

Date: Wednesday 3rd July Time: 7.30pm Venue: Tithe Barn, Up Street, Bardwell IP31 1AA

Attendees were Bardwell Parish Councillors together with members of the former Community Field Steering Group and others who are involved in the project.

Present

David Ruffles (DR), Andrew Smith (AJS), Ali Compton (AC), Geoff Clough (GC), John Babraff (JB), Peter Sanderson (PSa), Tony Stokes (TS), Tom Hoblyn (TH), Sam Elliot (SE), Alan Yule (AY), Graham Hunt (GH)
Clerk/RFO Pauline Smith (PAS)

1. **Apologies received from:**
Sarah Allman, Dee Christy, Kit Wells, Joanna Spicer, Bob Dunsdon, Eleanor Dunsdon
2. **To discuss requirements for landscaping the area of the Community Field currently described as the 'Wetland Area'**

'Wetland Area': Now known as the 'Wildlife and Sensory Area'

Groundwork: The existing soil mound currently close to the hurdles, will be redistributed to assist in the creation of this area.

TH highlighted that caution will be required when establishing the levels due to H&S provisions. **TH** has knowledge of requirements.

This work will be carried out by volunteers. **TH** will mark out the ground and **GH** will operate a dumper truck.

Since the meeting DR has obtained a quote: weekend hire of dumper truck: £120

Planting: The aim is to carry out planting during the autumn

Willows to be provided by **TH**

TH to obtain costs for wildflower seed mix and pebbles

AJS to obtain costs re boardwalks & Paths

PAS to forward quote already received re paths based on previous requirements to **TH**

PSa to obtain costs for alders (*are these included in pack from Woodland Trust – see below?*)

Woodland Trust: additional trees. Since the meeting confirmation has been received that an application submitted to the Woodland Trust by PSa for a tree pack has been successful: **420 Saplings for delivery November 2019.**

Schedule of works (Outline)

TH will oversee, set out plan, sign off work

Phase 1 : Soil to be moved into shape **TH/GH**

Phase 2: Paths and Boardwalk **TCCL** (TH to oversee/sign off work)

Phase 3: Planting: Wildflowers, Trees, Plants, Seed **Self help/Community**

Date: 16/12/30 November – to be confirmed

3. **Water supply**

The water supply will service the allotments and trees/plants on the community field. The order has been submitted to Fuller Water Systems (contractor) and Anglian Water to provide the necessary works and subsequent connection for the water supply (**AJS**).

Permission has been received from SCC to bridge the ditch. This work will be carried out by the contractor, Fuller Water Systems.

GH will assist with water distribution installation across the allotments/community field. **AJS** to meet with **SE, AY, GH** to discuss/confirm water distribution across the allotments.

Distribution beyond the allotments: Feasibility of installing water distribution under proposed new/extended hoggins paths will be considered.

Water will be metered.

Time frame: Expected completion date is towards the end of the summer.

4. **Seating:** A bench has been donated and installed at the play area.

TH has additional logs available – **GH** to 'saw' to create flatter surface.

PAS to provide additional information re seating (costs/styles).

5. **Concerns raised about dead trees**

More trees than would be required were planted with the expectation that not all would survive. This is normal practice.

A 'tidy up day' will be held during which trees will be removed as considered necessary.

Since the meeting the original date set (20th July) has been rescheduled.

Tidy Up day will be held on Saturday 3 August 2019: 10.15am

6. **Ongoing Maintenance**

Decisions will be required with regards to what can work can be carried out by the community and which require professional input.

Funds will be required to ensure ongoing necessary maintenance of the area.

Once, complete the Community Field will be low maintenance.

A full Specification will be drawn up identifying the requirements throughout the year.

For example, the wildlife meadow will require cutting only once annually, during the third week of July.

7. **Allotments**

Whilst not discussed in detail at this meeting. The requirements for sheds and associated items have not been overlooked.

8. **Grant Funding** – *Work can only commence once funding has been confirmed.*

Since the meeting, We have heard that the application for £10,000 submitted to National Lottery Awards for All Community Fund has been successful.

9. **Dog Waste Bags**

A question was raised about the possibility of supplying dog waste bags at the community field. This may be considered at a future meeting if considered necessary.

The meeting ended at 9pm