

## Burton Plantation Management Committee meeting minutes

Minutes of a meeting of the Plantation Management Committee held virtually on Tuesday 21<sup>st</sup> July 2020 at 10.30 a.m.

**Present:** Cllr W Best, Mr P Birkinshaw, Cllr L Cooper, Mrs E Dunn, Mr A Wilson, Mrs J Wilson and Mrs S Massey (Parish Clerk)

**Apologies:** Mrs C Thomson (Heritage Warden)

01/20 **To elect a Chairman.**

**Resolved:** To defer this item to the next meeting.

02/20 **To elect a Vice-Chairman.**

**Resolved:** To defer this item to the next meeting.

03/20 **To receive apologies for absence.**

**Resolved:** To accept the apologies of Mrs C Thomson.

04/20 **Disclosures of interests; disclosable pecuniary interests, personal interests or personal interests that may lead to bias, to items on the agenda.**

None.

05/20 **To co-opt committee members from the public (three to five).**

Following a question from AW, the Clerk took advice from LRALC who has confirmed that once a member of the public is co-opted to the committee they do not have to 're-co-opt' annually. The Clerk confirmed that co-opted members of the public are still required to update their non-councillor register of member's interests' forms annually.

06/20 **To update non-councillor register of member's interests' forms.**

**Resolved:** The Clerk distributed non-councillor forms via email prior to the meeting for completion and reiterated that these must be returned to Charnwood Borough Council within 24 days. The Clerk confirmed that this is a requirement by law.

07/20 **To approve the minutes of the previous meeting.**

**Resolved:** To approve and sign the above minutes.

08/20 **To receive the completed Plantation safety review checklists and agree any action required.**

Plantation safety review checklists were received for May and June 2020.

**Resolved:** The reports were received and filed electronically.

09/20 **To agree who will complete the safety reports over the summer.**

**Resolved:** That LD will complete in July and PB will complete in August.

# BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

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- 10/20 To receive an update on the Long Term Plan (deferred Mar 2020).  
**Resolved:** To defer this until the next meeting.
- 11/20 To review the asset register.  
**Resolved:** This will be deferred until February 2021.  
  
Cllr Best arrived at 10.50 a.m.
- 12/20 To review the risk assessment.  
**Resolved:** The risk assessment was reviewed and re-approved.
- 13/20 To discuss the implications of the Government Clean Air Strategy for wet log sales from Feb 2021.  
The Clerk confirmed that from February 2021 we are unable to sell loads less than 2 cubic metres of wet logs. Discussion followed. LD offered to use her meter to check the water content of logs.  
**Resolved:** To store logs in the Plantation under tarpaulin, sites to be decided.  
**Resolved:** To arrange a log sale in October 2020.
- 14/20 To receive the report on the Annual Site visit, review progress during the 2019-2020 season and agree priorities for the 2020-2021 season.  
**Resolved:** The report was received and priorities agreed.
- 15/20 To consider the implications of the COVID-19 virus for working practices during volunteer sessions.  
**Resolved:** That the volunteers will work in smaller groups and ensure that social distancing is adhered to.  
**Resolved:** That all tools will be disinfected prior and after use.  
**Resolved:** That volunteers will be responsible for their own gloves.  
**Resolved:** That LD will draft a COVID-19 risk assessment for volunteers for formal approval at the next meeting.
- 16/20 To review the effectiveness of the dog fouling poster campaign and consider future action.  
**Resolved:** To update the posters and re-post in alternative locations.
- 16/20 To consider fund raising options.  
This item was discussed under minute reference 22/20
- 17/20 To consider a felling plan if available and agree funding.  
**Resolved:** LC and LD will propose a felling plan and distribute to the committee for consideration.
- 18/20 To discuss the maintenance of the footpaths in light of adverse weather conditions in Feb 2020.  
This item was included under minute reference 19/20.

# BURTON ON THE WOLDS, COTES AND PRESTWOLD PARISH COUNCIL

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- 19/20      **To discuss the bridge replacement and agree the way forward.**  
PB confirmed that only one bridge was in need of replacement, this being at the Charnwood end. PB has obtained prices for the 2m pipe x 20" plus stone. Expenditure of up to £150 will be considered at the September meeting.  
**Resolved:** To carry out the proposal from PB as above.
- 21/20      **To approve expenditure of £240 for the removal of a dead goat willow and off shoot.**  
**Resolved:** To approve this expenditure.
- 22/20      **To receive an update on potential grant funding.**  
**Resolved:** LC & LD will contact LCC regarding an LCC Shire Environment grant.  
**Resolved:** PB will contact EMA.
- 23/20      **To discuss how the Plantation would like to participate at the PFA 50<sup>th</sup> Anniversary event (deferred Mar 2020).**  
This item is deferred until the next meeting.
- 24/20      **To agree the volunteer dates for the next season.**  
**Resolved:** That the volunteer dates for the next season will be:  
Sundays: Sep 6<sup>th</sup>, Oct 4<sup>th</sup>, Nov 1<sup>st</sup>, Dec 6<sup>th</sup>, Jan 10<sup>th</sup>, Feb 7<sup>th</sup>, Mar 7<sup>th</sup>, Apr 11<sup>th</sup>, June 6<sup>th</sup>  
Midweek: Sept 17<sup>th</sup>, Oct 15<sup>th</sup>, Nov 12<sup>th</sup>, Feb 18<sup>th</sup>, Mar 18<sup>th</sup>.
- 25/20      **To agree meeting dates for the next season.**  
**Resolved:** That the Plantation Management Committee meeting dates for the following season will be: Tue 15<sup>th</sup> Sep (publish 8<sup>th</sup>), Tue 17<sup>th</sup> Nov (publish 10<sup>th</sup>), Tue 19<sup>th</sup> Jan 2021 (publish 13<sup>th</sup>), Tue 9<sup>th</sup> Mar (publish 3<sup>rd</sup>), Tue 18<sup>th</sup> May (publish 11<sup>th</sup>).
- 26/20      **To agree the tasks and roles for the next volunteer day.**  
**Resolved:** That Cllr Cooper will update and distribute by email.
- 27/20      **Financial update.**  
The Clerk reported that Plantation funds total £3,070.91.
- 28/20      **To confirm the date of the next meeting of the Plantation Management Committee.**  
The date of the next meeting is Tuesday 15<sup>th</sup> September 2020 at 10.30 a.m.

The meeting closed at 11.50 a.m.

These minutes are a true and accurate record:

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Plantation Committee Chairman

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Date