

**MINUTES of meeting of the Old Buckenham
Green Working Committee
held on 20th May 2025 at 19:00
at Crown Lane Cottage**

**Old Buckenham
Parish Council**



The minutes are recorded in line with the terms of reference for meeting and the numbered items on the agenda. Copies of the Agenda will be issued alongside the final ratified minutes.

Present: Sally Honour (SH), Richard L (RL), Lesley Evison (LE), Stan Burton (SB), Alison Frank (AF)

Apologies:

In Attendance: Megan Elvin (ME) OBPC Clerk

Also present: 3 members of the Public

Meeting opened: 19h05

Chair signed as approved:

Date:

Vice chair signed as approved:

Date:

Minute

Action

- 25.05. 01 **Review actions from meeting held 31st March 2025**
SB: Update on blockade for outfall drainage pipe with Ottomer pond. To be discussed at next parish Council Meeting (5th June 2025) To be put back in the hands of the Parish Council.

Handyman list – concern with the bin on the path between the Ox & Plough and the school has not been cut. Not sure if this is part of the handyman list or not. Unable to see the bin. This needs to be added to the handyman list.

Wayleave payment – £2400 outstanding of wayleave payments from Sarah Dye, on annual basis we will receive £600. Bank details provided for this money to be paid in to.

Topsoil and grassing the posts / banks. – SH has grass seeds. Waiting for rain to plant this. Otherwise, we need someone to water regularly.

- 25.05. 02 **Cutting of The Green. Recent cut and ongoing cutting maintenance**
First cut was a success. The cut of the green proved challenging for the contractor due to areas of the green not being maintained for a while (Brambles etc.) It took 5 days longer than expected.

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The contractor has agreed to continue the cut of the green for the rest of the schedule and honour the price originally quoted. Next cut is at the end of May early June, focusing on the Pound and some of the smaller areas around the village leaving the main greens to allow wildflowers to bloom.

When they do The Pound keep distance around the bench by the Alms houses as they have planted wildflowers – SH to make sure this is not cut.

Contractor will honour the cost of the cut for this year. But SH recommended we to go back out to tender in August to ensure budget is understood and secured for 2026.

The large stretch of uncut green along the Attleborough road, on the Ox & Plough side to be left that way to discourage bikes from accessing the green via that route.

Area of The Green between Ox & Plough and Abbey Road – this needs to be dealt with immediately. It is full of wildflowers. But the Hawthorne needs to be trimmed back off the path – LE to pass this onto the Handyman.

25.05. 03 **Funding for Maintenance of The Green**

Hoping to have a volunteer's day and to look at how to continue to fund the maintenance of The Green.

The funds from the PC is £2000, plus any lease of the Green payments. This is to be picked up with the PC as it was originally thought to be £2500 due to obtaining Prince Harry's Woods.

SH emailed Luke at Highways who confirmed Breckland Council cannot provide any further funding, must come from the Parish Precept. Further conversations with Breckland has resulted in SH investigating if there may be grants that can fund a sit on lawn mower which would reduce the cost of grass cutting using contractors.

Potential to look at changing the status of The Green and look at getting funding from Wildlife Trusts etc.

Can we look at using The Green as an event space. We have huge ambition for The Green but struggling with the funding on this.

2 points: How can we generate money for The Green – Grants, changing the way The Green is labelled for addition grants, leasing The Green out for events to make it pay for itself.

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David Hannah may be able to help with this as he was part of the 2000 trust.

Insurance may be an issue due to the roads surrounding The Green.

25.05. 04 **Ragwort Policy**

Trying to pre-empt the discussing of the Ragwort that will grow on The Green. The only way to get rid of it is to pull it by hand and taken off site.

Is it feasible to have a volunteering session to pull out the ragwort. Once pulled it will need to be bagged where you pull it to avoid seeds spreading. If the slightest root is left, then it will spread worse.

It could be managed over a few years. But we don't want to clear the entire green of it as insects feed on it and use it to pollenate.

Decision made to not completely clear The Green of ragwort but will manage the amount that is on there.

Adding to the volunteer list to do a survey end of July to see the extent of ragwort on The Green.

25.05. 05 **Tree survey and plan for tree maintenance**

Do we know what legal obligation we have on our insurance to carry out tree surveys. ME to provide insurance documents. If not then follow government guidelines.

Survey from 2023 – are we aware of any work carried out from the survey. Assuming that the areas highlighted on the survey are the ones that have been actioned.

AF – has spoken to Norfolk Wildlife Trust (NWT) – asked them to come out to the green and to complete a short survey on the trees to see what needs to be done.

They will do some kind of report but may charge for it or require a donation.

SH and RL to come to the walk around.

The maintenance of the trees was the next big thing to think about. We can then use the formal written observation from NWT to then look at contractors to carry out the work.

Legal point – if we are having a tree survey and someone points out that this needs to be done immediately then we would have to go out and complete the work straight away.

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25.05. 06

Bench Survey

Bench survey from Caroline – Thank you for this, it was beautifully done.

We need to action the survey.

The benches outside the shop are neither the GWC nor PC responsibility. It is the shop owner's responsibility.

Benches that need to be actioned –

Bench D – Allison in talks to get this fixed

Picnic bench by the shop – SH to speak to shop owner to get this fixed.

Abbey Road opposite school – plaque for Jerry Howes, To be added to the Volunteer List.

Bench I – Needs to have slates replaced. Added to Volunteer List.

Bench K – Suggested to remove this bench as it looks like it is rusting away. Put an appeal out on to see who gifted the bench if they are happy its removed. RL to ask Ron with the newsletter to add this bench in there for villagers to come forward if they want to take ownership.

Bench in memory of Allec Berne – AF in touch with Margaret about this.

Bench in memory of Bush Family (N) – AF to get in touch with nephew regarding this.

25.05. 07

Volunteers, volunteering days and tasks

Volunteer list – check dates and information is correct. Send out a plea to the volunteers.

1 – management of the brambles – October/November to clear this. RL to lead. Rough date to provisionally do this: Wednesday 8th October

2 – Clearing and management of pond area opposite of shop (Forge Pond)– SH checked area 10th April but no birds nesting. Will need to check again. Can be cleared for next spring. Start with a strimmer.

3 – Management of brambles on Pound – SB to undertake this Oct/Nov time.

4 – Cut back brambles over the fallen tree with silver disc in wooded area. Tree to be left to encourage nature. RL to do this Oct/Nov time.

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- 5 – Management of wooded area – removal of invasive saplings. RL to lease with SB regarding this. Provisional date of 16th July.
- 6- Removal of suckers from the bases of trees around the green. This should be done around winter.
- 7 – Carry out bat and owl box count in wooded area and look at adding additional boxes if applicable – given to volunteers. Survey is being carried out by the windmill to see what bats are nesting there.
- 8 – Speak to NWT - AF has done this.
- 9 – Removal of dead wood / fallen branches at jubilee woods – This has been done.
- 10 – Cover sandbags and grass over at Ottomer pond – this has been done.
- 11 – Washing of old Buckenham sign and other signs around the green – SH to organise and sort out volunteers.
- 12 – Bench repairs/cleaning and staining – as discussed in agenda item 6.
- 13 – litter picking – not much litter on the green at the moment
- 14 – identification of possible grants which would support the green. Caroline has said she will make a start on this – SH to help and put out to the volunteers as well. SH to speak to Pete Twissell regarding help with this.
- 15 – Build bug hotel with sticks that have been left under various trees in village. There is a dip in the right-hand side of the woods which we could fill with sticks to make a bug hotel. SH has been reached out to by Chapel Green school to be involved. We still have piles of woods that can be used for this. Reach out to the primary school as well – will be a day during the week that this will need to be done – RL happy to lease with Chapel Green. Would be better to say that we are doing it this day, would you like to join. AF to approach the primary school.

- 25.05. 08 **New Committee member**
Should not have been on agenda this meeting. Discussed last meeting.
- 25.05. 09 **New email address and Facebook Page**
Should not have been on agenda this meeting. Discussed last meeting.
- 25.05. 10 **Public Participation on agenda items only**
- None
- 25.05. 11 **To consider items for next agenda**
- Applying for grants – reason for the grants needed.
 - Rod Alley Pond Reeds

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- Tree Survey

25.05. 12 To Confirm date of next meeting on **Monday 14th July 2025**
19:00

Confirmed

25.05. 13 **To Confirm Meeting Closed at 20:35**
Confirmed

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