



MINUTES OF THE GREEN WORKING COMMITTEE

Meeting held on 29 June 2026 at 19:00 - Old Buckenham Methodist Chapel

The minutes are recorded in line with the numbered items on the agenda. They provide a high-level record of the discussion, decisions and agreed actions.

Present	Sally Honour (SH), Lesley Evison (LE), Stan Burton (SB), Alison Frank (AF), Daren Butler (DB)
Apologies	Richard Lindner (RL)
Also present	Members of the public
Meeting opened	19:00

Minute	Discussion / Decision	Action
29.06.01	Apologies for Absence Apologies were received from Richard Lindner.	-
29.06.02	Acceptance of Previous Minutes The minutes of the meeting held on 13 April 2026 were accepted by the Committee.	-
29.06.03	Review of Previous Actions Lord of the Manor / Committee Structure: SH confirmed that clarification had been received from the Parish Council Clerk regarding the Lord of the Manor. Following the transfer of Green rights to the Parish Council in April 2022, the Lord of the Manor no longer holds the rights required for membership of the Green Working Committee. It was noted that the Committee's governing document indicates that the Parish Council Clerk should attend meetings. SH will clarify the position with the Clerk. Owl and Bat Boxes: Further discussion had taken place regarding existing bat populations. Before installing additional bat boxes, it was considered sensible to understand what species and habitats already exist locally. Local knowledge and specialist advice will be sought.	SH to clarify Clerk attendance requirements with the Parish Council Clerk. DB to seek information regarding existing local bat populations and habitats before progressing additional bat boxes.
29.06.04	Budget Update The current GWC budget balance was reported as approximately £7,050. The original annual budget was £8,700, with a further £250 received for use of the Green. Approximately £1,900 had been spent to date. It was noted that £1,000 had specifically been allowed within the budget for tree maintenance and had not yet been used.	Budget information to continue to be shared with the GWC to support monitoring of expenditure.
29.06.05	Tree Management and Tree Zoning Brian Dunn had been due to attend the meeting to discuss the principles of tree zoning but was unable to attend. The Committee discussed the importance of developing a proportionate approach to tree inspection and risk management, particularly for trees in higher-use areas of the Green. It was suggested that the Committee investigate appropriate basic tree inspection training, which could enable a nominated person to	SH to rearrange a session with Brian Dunn on tree zoning. SH to investigate suitable basic tree inspection training.

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	undertake routine inspections and support the Committee's tree management and insurance responsibilities. Brian Dunn will be invited to the next meeting to continue the tree zoning discussion.	
29.06.06	Management of Dead and Dying Trees SH provided an update following a walk around the Green with the tree contractor. A number of trees requiring attention were identified, including two poplars near Ben's property; the large willow near Manor Pond, which requires pollarding; a dead silver birch; a dead elm covered in ivy, where retaining an ivy-covered habitat stump was recommended; and the tree at Manor Corner close to the electricity cables. The electricity company had previously agreed to undertake work to the Manor Corner tree. It was agreed that they should be contacted again to establish when this work is likely to take place before deciding whether any additional work is required. The subsequent contractor prices discussed included approximately £1,600 for the two poplars, £280 for the dead silver birch and £180 for the dead elm. The Committee agreed that the information and photographs should be circulated so that a recommendation could be progressed to the Parish Council without waiting until the next GWC meeting.	SH to circulate the tree recommendations, photographs and costs to the Committee. Follow up with the electricity company regarding the Manor Corner tree. GWC to agree recommendations for submission to the Parish Council.
29.06.07	Prince Harry's Wood The Parish Council had considered the bike ramps following a presentation by the young residents. It was agreed that the existing small ramps could remain temporarily while the young residents progress plans and fundraising for ramps on the Recreation Ground. The longer-term intention remains to improve Prince Harry's Wood as an accessible community woodland, including improving and potentially extending the pathway and generally opening up and tidying the area. Due to the time of year and wildlife considerations, more substantial work will take place later in the year. A more detailed discussion will be held at the next meeting to agree the approach, including how local residents can be involved.	Prince Harry's Wood to be included on the next agenda to agree the autumn work plan and community involvement.
29.06.08	Rod Alley Pond SB met with a local pond contractor to discuss the condition of Rod Alley Pond. The advice received was that the pond does not require full dredging or removal of the fish. The priority is removal of the extensive reeds, which are increasingly restricting the open water. The initial indicative cost was approximately £3,500 plus VAT, including machinery, traffic management and removal/disposal of the material. The work would need to be undertaken during the winter. The fish could remain in the pond, with additional oxygenation used during the works if required. The Committee agreed that further quotations should be obtained before a recommendation is submitted to the Parish Council.	SH to obtain further quotations for the reed removal works and bring these back to the Committee/Parish Council. Include vegetation clearance and inspection of the sleepers in the autumn volunteer work programme.

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	Vegetation around the pond also requires attention and the condition of the sleepers should be checked as part of future volunteer activity.	
29.06.09	Wildflower Survey AF provided an update on the wildflower survey. The survey had started near the High School gates and was progressing around the Green. The findings will be compared with previous surveys undertaken in 2019, 2020 and 2024 to identify changes in species and biodiversity. Members were encouraged to photograph or report interesting plants seen elsewhere on the Green. Once completed, the findings will be shared through the GWC Facebook page and, where possible, other village communications.	AF to continue the survey and provide a further update at the next meeting.
29.06.10	Suggestions for Enhancing the Green Native Bluebells: An offer was made to fund and plant native British bluebells in an appropriate area of the Green. The Committee supported the idea in principle, subject to identifying a suitable location. Old Buckenham Tree Quest: SH proposed developing a family-friendly 'Tree Quest' around the Green, identifying a selection of interesting or significant trees. The concept could include a simple map, markers and information about individual trees, encouraging children and families to explore the Green. The Committee supported further investigation of the idea. Wood Carvings: The possibility of creating carvings from suitable dead trees or tree stumps was discussed. Sponsorship from residents or local businesses could potentially fund individual carvings. Tree Avenue: A suggestion received from a resident proposed planting an avenue of trees alongside the road, potentially funded through sponsorship by village families. The Committee liked the concept but agreed that Green rights, permitted planting areas, species, future maintenance and potential impact on paths would need to be understood before it could be progressed.	SH to develop the Tree Quest proposal further and investigate potential costs. Investigate suitable trees/stumps and indicative costs for wood carvings. Establish the restrictions and rights relating to planting additional trees on the Green before progressing the tree avenue proposal.
29.06.11	Committee Structure The position regarding the Lord of the Manor was covered under the review of actions. It was also noted that the Committee's Terms of Reference require periodic review and that membership details have changed.	Ensure the Committee structure/Terms of Reference reflect the current membership and requirements.
29.06.12	Owl and Bat Boxes Covered under the review of actions. The Committee agreed that understanding the existing bat population and habitats should precede any decision to install additional bat boxes.	-
29.06.13	Parking on the Green An update was requested regarding ongoing parking issues around the Green.	-

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	The Parish Council is considering the problem, initially focusing on the Crown Road area. Concerns remain regarding vehicles parking partly on the Green, resulting in erosion and damage. Parking associated with the High School was also discussed, particularly the congestion and potential safety risks at busy collection times. The Committee recognised the difficulty of balancing protection of the Green with the need for residents and visitors to access and enjoy the area. The matter remains with the Parish Council.	
29.06.14	Public Participation A concern was raised regarding visibility where vegetation/verge growth was restricting sight lines close to the highway. It was understood that this area falls under the responsibility of the highway authority rather than the GWC cutting programme.	The visibility concern to be raised with the Parish Council/highway authority.
29.06.15	Items for the Next Agenda The following items were identified for the next meeting: Prince Harry's Wood - autumn work plan and next steps; Rod Alley Pond - quotations and proposed works; Tree zoning - Brian Dunn; Ragwort update; Budget update; Tree management/actions arising from current quotations.	-
29.06.16	Date of Next Meeting The next meeting will be held on Monday 7 September 2026 at 19:00 at Old Buckenham Methodist Chapel. The subsequent meeting is scheduled for Monday 16 November 2026 at 19:00.	-

Meeting closed: 20:37pm