



EYNSHAM PARISH COUNCIL

Fishponds Committee meeting
in the Bartholomew Room at 7.30pm
on Tuesday 16 October 2018

MINUTES

Present: Cllr Sue Osborne (Committee Chairman), Cllr Gordon Beach, Cllr Andrew Bickley, Cllr Peter Emery and Cllr Carl Rylett.

In attendance: Katherine Doughty, Clerk to the Council. There were no members of public.

18/F29 Apologies for absence – Cllr Sue Brown. Cllr Jane Baldwin was not present.

18/F30 Declarations of Interest – None.

18/F31 To review the minutes of the last meeting of the 19 June 2018 – Noted that the minutes were approved at the Full Council meeting on 3 July 2018.

18/F32 Public Participation – None.

18/F33 To review and update the grass cutting map for the Fishponds – Ubico's recent accidental damage caused to The Spinney was discussed. The Clerk reported that approximately half of the sapling trees had been mown whilst work to clear nettles in the Wildflower Area was being undertaken. The grass cutting map was reviewed and areas added for completeness. Clerk is to contact Ubico for recommendations on how to protect planted areas from being accidentally cut when the grass is being mown.

18/F34 To review the wildflower meadow and agree actions – It was agreed to continue with a 3 year programme of cutting nettles and scarifying the ground before re-sowing wildflower seeds.

18/F35 To review RoSPA's Water Risk Assessment and agree actions as necessary (meeting minutes of 30 January 2018 refer).

18/F36 RoSPA Recommendation	Committee Notes
1. The maintenance plan should include for safe working practices on steep side slopes by water. Also, include for regular checking of the drainpipes.	A monthly Risk Assessment is undertaken at the Fishponds which documents all appropriate concerns. No further action is required in this respect.
2. Communicate with staff and visitors on the use and function of the water bodies and that they will have more water in at peak times, and that they are not play features. This can be included on an information board at the site entrances.	Replacement signage has now been displayed.
3. If life buoys are to be provided they should be checked regularly. Ensure they have instructions for use, emergency contact details (including address and postcode) and floating ropes to enable retrieval.	Existing Risk Assessment arrangements are to continue. No further action is required in this respect.
4. Maintain long dense grass on the pond banking and encourage additional marginal planting at the south edge of the pond to deter access to the water's edge	No action is required at the current time.
5. Clear out drain, where culverted under footpath to east of site.	Complete.
6. Undertake repairs to the two boardwalks to prevent injuries.	Complete.

7. Plant up exposed edges of the brook, especially at top of steep drops into the brook and where the edge is within 1m of the bank.	It was felt that the warning signs are sufficient. Complete.
8. Ensure annual monitoring and evaluation of the risk assessment and controls. Particularly consider the use of the pond during out of school times and after heavy rain events.	See item 1. Complete.

18/F37 To consider amendments to the monthly Risk Assessment form – Reference to taking a photo of the pond is to be included. Clerk is to amend and circulate.

18/F38 To consider tasks and dates for volunteer work parties – The date of Sunday 2 December was agreed for the next work party. Tasks to include clearing vegetation from the surface of the dipping platform, improvements to ramps, strimming and woodchip added to The Spinney and a litter pick. Clerk is to organise for the low branches of the Yew to be removed and a dead branch removed from a tree in the car park area. It was agreed to invite Pascale, Freshwater Habitats to talk to the Council next year on wildlife issues.

18/F39 To review income and expenditure against budget – No income or expenditure had been processed for the year to date for Fishponds.

18/F40 To consider budget requirements and S106 priorities for 2019/20 financial year – It was agreed to continue budgets at existing levels for the next financial year. Projects were discussed in line with the long term management plan for the Fishponds. 4 projects were agreed for consideration when S106 funding proposals are to be submitted. Cllr Osborne is to invite public consideration of long term projects in the next Eynsham News.

18/F41 Date of next meeting – 29 January 2019 at 6.30pm. Councillors and residents are to refer to the published meeting agendas for confirmed times.

The meeting closed at 8.47pm