

HOB HEY WOOD FRIENDS GROUP MEETING NOTES AND ACTIONS

Date:	23-05-2018	
Venue:	Castle Park House, WA6 6SB	
Present:	Facilitators/non-voting members	
	Yendle Barwise (YB)	The Mersey Forest (TMF)
	Ben Greenaway (BG)	TMF
	Alan Oulton (AO)	Frodsham Town Council (FTC)
	Lionel Rimmer (LR)	FTC
	Hazel Catt (HC)	FTC
	Members	
	Jenny Mayers (JM)	Tom Blundell (TB)
	Clare Birtles (CB)	Cynthia Lawson (CL)
	Julie O'Sullivan (JO)	John Gascoyne (JG)
	Steve McArdle (StA)	Les Blake (LB)
	Shirley McArdle (ShA)	Hazel Blake (HB)
	Peter Dodds (PD)	Brian Webber (BW)
	Apologies:	Paul Birtles (PB)
Rachel Mcgugan (RM)		Mike Heald (MH)
Caroline Ashton (CA)		FTC
Circulation:	Hob Hey Wood Friends group contact list (inc. FTC staff)	

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Item	Comments	Action
1	<p>Introductions and apologies</p> <p>YB thanked all for their attendance and highlighted the primary intentions of the meeting: (i) to establish a management committee for the group, consisting of 5 group members or, at minimum, a Chair, Secretary, and Treasurer; and (ii) to agree the group's constitution so that it may then be signed and brought formally into action by at least three members of the committee.</p> <p>AO suggested a series of round-the-table introductions, in which each attendee (above) participated.</p> <p>YB provided a brief re-cap on the embryonic group's progress to date, and, specifically, on the success of both the initial consultation event at Frodsham Community Centre on 10th March and the well-attended guided walk through part of Hob Hey Wood on 4th April.</p> <p>YB reiterated the immediate plans for the group, which are, in short, to form a constituted association that may, as such, be eligible to apply for funding. Due to the current limit on financial resources for long-term input by TMF, external revenue funding will be crucial to continue this support through training; for the group to confidently and independently undertake practical tasks in Hob Hey Wood. (The group's constitution, enclosed alongside these minutes, makes reference to its ability to raise funds).</p> <p>Apologies: as above.</p>	ALL
2	<p>Group name</p> <p>YB explained that a Friends of Hob Hey Wood group already exists in the form of a charitable trust. This group, although dormant, owns a section of Hob Hey Wood and holds a sum of money that may in time be transferred to or used by the new group. This possibility is currently being explored by HC and AO.</p> <p>In order to differentiate between the two groups, it was agreed at FTC's most recent Environment Committee meeting (link to minutes below) to describe the new group as the Hob Hey Wood Friends Group.</p> <p>https://frodsham.gov.uk/wp-content/uploads/2018/02/9.-Environment-Minutes-01.05.18.pdf</p>	HC/AO

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	<p>LB raised concerns that the similarity of the two group names could cause confusion.</p> <p>PD suggested that the new group could alter its name accordingly to, for example, the Hob Hey Wood Management Group.</p> <p>However, YB advised that it was mentioned in the Environment Committee meeting that the new group's name should incorporate the term 'Friends.' YB also pointed out that the 'Friends' term is used by similarly purposed community groups across the country, and therefore readily recognised by funding bodies.</p> <p>LB suggested that the name of the new group, which shall be described in the interim as Hob Hey Wood Friends, should be carried over to the next meeting. This suggestion was agreed by the group.</p>	ALL
3	<p>Committee roles</p> <p>YB stressed the immediate need to establish a committee for the group and asked for any volunteers to put themselves forward for committee positions.</p> <p>After an eager fight for positions(!), the following were established:</p> <ul style="list-style-type: none"> - Chair: Les Blake - Co-Secretaries: Jenny Mayers and Clare Birtles - Treasurer: John Gascoyne <p>TB initiated a vote, and there were no objections to the election of any of the above committee members.</p> <p>The group agreed, however, that this arrangement is subject to change, and that the committee will be discussed again at the next group meeting. This will allow any group members who were unable to make this meeting the opportunity to put themselves forward for any existing or additional positions.</p>	ALL
4	<p>Constitution</p> <p>JG expressed concerns about the intensity of any potential Wood Allotment operations within Hob Hey Wood.</p> <p>YB explained that the power to host or undertake a Wood Allotment group, which would embody a sub-group with its own rules and regulations, was</p>	

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	<p>written into the Friends group's constitution merely as an option. Any Wood Allotments set up at Hob Hey Wood would operate in line with the landowner's management plan and the Friends group's values.</p> <p>BG suggested that the Wood Allotment model could be used, for example, to re-coppice two areas of the wood that are not covered by the blanket Tree Preservation Order that currently covers the woodland, i.e.: the undermanaged area of new woodland (south of the path into Hob Hey Wood from Townfield Lane), and a potential new coppice area south of the current orchard area.</p> <p>The group agreed the constitution (enclosed alongside these minutes) with no amendments, and it was signed on behalf of the group by the committee (above).</p>	ALL
5	<p>Recap on progress and plans</p> <p>See Introductions and apologies.</p> <p>The group were informed that FTC has agreed to contract TMF to lead two practical work days in Hob Hey Wood. The dates for these sessions are July 15th and September 16th. This would include basic health and safety and tools training. The intended tasks include flora protection through footpath-side log and brash laying and dead hedging (https://www.woodlands.co.uk/blog/woodland-activities/dead-hedging-wildlife-friendly-and-people-guiding/) to control access by horses from the bridleway onto pedestrian-only areas of the wood.</p> <p>AO stated that he could provide practical training to group members as and when the need should arise, and that any associated costs would be limited to administrative fees.</p>	ALL
6	<p>TCV works: 23rd, 24th, 31st May</p> <p>BG explained that the Trust for Conservation Volunteers (TCV) have been contracted by FTC to undertake essential emergency work within Hob Hey Wood to repair damage to the boardwalks and footpaths, particularly along the Northern path. Group members are welcome to join these task days, which were scheduled for the 23rd, 24th, and 31st May (10am to 4pm).</p> <p>LR described some of the work that TCV had already undertaken at Hob Hey Wood earlier that day, which included board and wire replacement and some drainage works. LR advised, however, that the TCV project officer had said to</p>	

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	<p>LR that they will not return on the 31st if their intended work is completed on the 24th.</p> <p>Any group members that would like to get involved should contact Eric Joinson on 07740899601 to confirm date and time.</p>	ALL
7	<p>AOB</p> <p>AO mentioned FTC's 2018 grant scheme: https://frodsham.gov.uk/2018/05/frodsham-town-council-2018-grants-scheme/</p> <p>BG suggested that this and or other funding should be sought as a matter of some urgency, in order to support the group; e.g. to cover essential insurance, for the purchase of tools and equipment, or for costs associated with events https://frodsham.gov.uk/2018/03/events-sponsorship-scheme/</p> <p>JO stated that she would follow this up on behalf of the group.</p> <p>YB and BG reiterated that TMF can support the group in any funding applications, and can advise the group regarding: the essential matter of obtaining Public Liability Insurance – to cover activity not supervised by externally insured training providers; the set-up of a bank account –in order to process grant funds; the purchasing of tools; or any other matters related to community group set-up.</p> <p>The group discussed the setting up of a website, where group documents (including, for example, the management plan for Hob Hey Wood) could be readily accessed by members. It was agreed, however, that a group email address would suffice at present.</p> <p>CB has since created an email account for the group: hobheywood@gmail.com</p> <p>Documents to be stored on the Google Drive associated with this gmail account will be discussed at the next meeting.</p> <p>HC advised that FTC would continue to offer free use of space for future group meetings at Castle Park House, although the Community Centre may be an alternative venue in the future.</p> <p>The group agreed that there should be an inaugural group meeting in late June, to maintain momentum in group formation. A Doodle poll to arrange the most convenient date for this meeting is enclosed alongside these minutes.</p>	<p>JO</p> <p>ALL</p> <p>ALL</p>

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8	Date of next meeting To be confirmed.	