



The Old Courthouse
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Notice of Meeting: **Town Environment Committee**
Date and Time: **25th January 2023 19:00**
Venue: **The Old Courthouse**
 The meeting is open to all members of the public

Questions from Members of the Public

AGENDA

- | | |
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| TE 22/01/45 | Apologies for absence |
| TE 22/01/46 | To receive any declarations of interest , under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011 |
| TE 22/01/47 | Approval of Minutes of previous meetings: 47.1 Town Environment Committee Minutes 9 th November 2022 – previously circulated 47.2 Matters Arising <ul style="list-style-type: none">• Green Flag Presentation by Lynn Preece |
| TE 22/01/48 | Chair's Notices |
| TE 22/01/49 | Public Toilets 49.1 Church Street Toilets Refurbishment – to be circulated 49.2 War Memorial Recreation Ground Toilet Refurbishment – to be circulated |
| TE 22/01/50 | Events 50.1 Coronation Update – Update from 23 rd January meeting 50.2 Events Update |
| TE 22/01/51 | Consultation Evening Discussion – previously circulated |
| TE 22/01/52 | Dog Bins 52.1 Dog Bin/Litter Bin for Cundy Hill – previously circulated |
| TE 22/01/53 | Parks and Open Spaces 53.1 Plan for Beryl's Meadow – previously circulated 53.2 Fruit Tree Walk/Queen's Jubilee Memorial Planting – Cllr Perry 53.3 Riverside Bridge and Gate – verbal update 53.4 Spider Net on War Memorial Recreation Ground – Update |

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| TE 22/01/54 | Building for Southwell City Football Club on War Memorial Recreation Ground – previously circulated |
| TE 22/01/55 | Markets 55.1 Lighting Column on Market Square – previously circulated |
| TE 22/01/56 | Policies 56.1 Tree Policy – previously circulated 56.2 Benches & Tables Policy – previously circulated |
| TE 22/01/57 | Project Update – to be circulated |
| TE 22/01/58 | Ebikes – Cllr Perry |
| TE 22/01/59 | Items for Communication |
| TE 22/01/60 | Items for discussion at next meeting <ul style="list-style-type: none"> • Car Park Layout/Permits & Charges • Noticeboard outside Old Courthouse • Alternate Area for Brash Storage |
| TE 22/01/61 | Date of next meeting 8th March 2023 |

Alice Dunn
Deputy Clerk
19th January 2023

Proposed purchase of two Electric Cargo bikes for Southwell town council.

Please see attached sheet for specification s of 'Electric Cargo Bikes'

On my last internet search the prices for these were:-

Amcar Premium £1535

Babboe Dog £2799

Three-wheel cargo bikes seem to be the way ahead for the Town council as they stable, easy to ride and have more of a presence on the road so should be safer. Both can carry up to 100kilos which should be ample and have a range of about 40kms on a full charge which is more than we would require.

The Babboe dog comes with a drop-down ram which would be much better for putting heavy machinery in.

It would be great if we could customise the boxes in town colours/logos. They would be real attention drawers at any council event they would be used for and raise the councils profile in the Town

I have spoken to Rode Cycles in town and they are able to service bike like this. If they could purchase these at the same price, it would be worth buying through them.

' I propose that the Town council Purchases One off each of these bikes for use of the council staff.'

Steve Perry

Update 20/01/23

No report has been made on this proposal since it was made. Costs of bikes have how ever gone up considerably.

As a council are we happy that the tractor/mower is the only means of our workforce transporting themselves, materials and tools to their appointed tasks?

Would it be worth keeping a log of all tractor movements to see how often it is used, for what purpose and what load it is carrying.

The point is Where does the council go now on this proposal?



ELECTRIC CARGO BIKE "PREMIUM"

- Approx. 80% assembled. 100% is an option
- Black frame (5 treatments containing: Paint, lacquering, anti-rust treatment and anti-stone chips sealing)/Black box
- Easy and user-friendly Digital LCD display with 6 different levels of speed, which everyone can learn in a few seconds
- Electronic "Walk assist" (press down a key on the display and the bike riders up to 5 km/h without the pedals turning around)
- Powerful and robust 250W Brushless engine with latest "Low-Energy Consumption & No Noise" technology and of course CE approved
- 36V, 9 ah Li-ion battery, charging time only 2-4 hours. Battery life 600-900 charges. Battery lock. CE, GS and TÜV approved
- Up to 40 km on one full charge. NOTE: ALSO BELOW ZERO DEGREES (FROST)
- 6 external Shimano Tourney(SIS) gear with freewheel and a Shimano gear shifter
- 2 Promax Disc brakes & 1 back brake (V- brake)
- Parking brake on both front wheels
- 20" Front wheels/Kenda tires and 26" back wheel/Kenda tire. All with reflection lines
- Double-bonded aluminum rims with heavy duty stainless spokes
- Luggage carrier with straps
- Strong wheel guard on all wheels and chain guard
- Wide, high quality leather seat with absorption and extra comfort, that can be adjusted in height
- Handlebar with ergonomic leather handle that can be adjusted in height
- Powerful LED head- and rear light
- Several reflectors and bell
- Detachable transparent Panorama canopy/cover and entrance from the sides
- Rain cover
- Seat belt for 4 children (Y-belts)
- Seats for 4 children
- Room for carry cot
- Footboard for children
- The box bottom and children seats are covered with anti-slip material
- Low entry height
- Only approx. 47 kilos excluding additional gear i.e." Light/Lightweight model"
- Loading capacity 150 kilos
- 234cm X 126cm X 88cm (L X H X W). Box 91cm X 59cm (L X W)
- Danish VIN number (stelnummer/serial number)
- 2 years warranty
- CE marked / Approved
- 80% assembled equals that you need to assembly the front box etc. detailed assembly instruction incl. photos



BABBOE^{Dog}

- ✓ Suitable for more than one dog
- ✓ Handy ramp for your dog
- ✓ Handy rings to secure your dog



About Babboe

Back and forth to school, the park or the playground? The Babboe cargo bike takes you and your family there in a safe, easy, fast and cosy way!





Babboe has a comprehensive range of cargo bikes and accessories and all Babboe cargo bikes have been tested for safety and durability.

Why the Babboe Dog?

The Babboe Dog is the ideal cargo bike for dog lovers. With the handy ramp, your dog can walk in and out of the box itself. The handy parking brake makes it easy to park the cargo bike. The foldable bench and the belts ensure that you can also take 1 or 2 children with you in the cargo bike. This cargo bike comes with a second, larger bench on which smaller dogs can sit and look over the edge of the box.

The **Dog-E** has electric pedal assistance with 8 modes and a modern LCD display.



| | | | |
|-------------------------------------|--------------|---|---|
| Assembled dimensions (lxwxh) | | | 217 x 88 x 110 cm |
| Box dimensions (lxwxh) | | | ± 90 x 58 x 53 cm |
| Gears | Dog |  | Shimano Nexus 7-speed derailleur |
| | Dog-E |  | Shimano 7-speed derailleur |
| Brakes | Dog |  | Front: Sturmey Archer drum brake. Rear: Shimano roller brake |
| | Dog-E |  | Front: Sturmey Archer drum brake. Rear: Sram Avid mechanical disc brake |
| Frame | | | Extra sturdy frame with shockproof powder coating, treated on the inside to prevent rusting |
| Frame measurement | | | 50 cm |
| Saddle height | | | Saddle is height adjustable, suitable for people measuring between 1.57 and 1.98 m |
| Lighting | Dog |  | Front and rear LED lights - battery operated* |
| | Dog-E |  | Front and rear LED lights - front battery operated, rear powerd by battery* |
| Rims | | | Double walled front and rear rims |
| Spokes | | | Extra sturdy spokes |
| Tyre size | | | 26 inch rear wheel, 20 inch front wheel |
| Lock | | | ART 2 approved ABUS ring lock |
| Box color | | | Available in wood and dark brown |
| Box load capacity | | | 100 kg** |
| Saddle load capacity | | | 100 kg** |
| Rear carrier | | | Yes, the Babboe Dog and Dog-E comes with a rear carrier; 25 kg maximum load capacity. Which also conceals the battery of the Babboe Dog-E |
| Kids step | | | Yes |
| Box material | | | European birch concrete-plex. The panels consist of 9 layers of bonded birch veneer, finished with a phenol resin film. The edges are treated with edge sealant to better protect the panels against the elements. The wooden box is FSC-certified (Forest Stewardship Council). |
| Steering dampers | | | Equipped with high-quality gas assisted steering dampers for optimum riding comfort and safety |
| Other specifications | | | <ul style="list-style-type: none"> Steering limit stopper 1 standard bench 2 three-point belts Quick release latch for easy adjustment of saddle height Height adjustable, aluminium handlebars Standard equipped to install a rain tent/sunroof Handy shakles for dog leads |
| Action radius | Dog-E |  | 40-60 km (374Wh) 50-70 km (450Wh) |
| Battery | Dog-E |  | Lithium-Ion battery (36V 374Wh / 36V 450Wh) |
| Battery location | Dog-E |  | The battery is concealed under the rear carrier |
| Charging time | Dog-E |  | From completely empty to completely charged: 4-6 hours |
| Motor | Dog-E |  | GWA Energy 36V 250W maintenance free motor, 40Nm torque |
| Battery charger | Dog-E |  | 38V 2.1A |

* The lightning meets the German, French and Danish StVZO regulations.

** The Babboe Dog cargo bike is tested by SGS (independent testing authority). The indicated weights are the maximum values which have been tested. Higher values have not been tested.

The Babboe Dog-E cargo bike is tested by SGS and TÜV (independent testing authority). The indicated weights are the maximum values which have been tested. Higher values have not been tested.

| TE/GF/MWG/ ET/Comms/H R/NP/FC | Cllr Lead | Agenda item if applicable | Description | RAG | PM | Comment |
|-------------------------------------|-----------|----------------------------|--|-----|----|---|
| TE | LH | TE 21/005/008 | New canopies for STC Market NSDC Welcome Back Fund | | LW | Complete |
| TE | LW | TE 21/005/019 | Repairs to trim trail WMG | | LW | The removal of equipment is ongoing as each piece becomes irreparable |
| TE | KR | TE 22/11/33 | Spraying Alternatives Pesticide free | | LW | Research and price up de-weeder |
| FC | MS | n/a | Ash Tree Spinney management plan | | LW | Needs an ecological survey quote |
| GF | PH | GF 21/02/51 | Tree survey management plan | | LW | 4D to prioritise the jobs and extraordinary meeting 26/1 |
| FC | PH | FC 21/10/093 | HVO fuel conversion | | AB | Needs to be re-visited |
| TE | KR | FC 21/10/093 | Trees for Jubilee | | AD | Tree delivered due to be planted 24/1. LW trying to organise DL. Hole mto be dug and planting same day for H&S |
| TE | KR | TE 22/0309/118 | Swift boxes | | AB | AB to contact Planninmg dept. Then need a quote to install in Archway |
| FC | KR | FC 21/10/096 CCWG 20/12/00 | EV charging points | | AB | Install 23/1 Nat grid supply by BP 3/2 |
| TE | PH | TE 22/07/007 | WMRG toilets | | AB | Quote requested from D&H, Newark Interior Solutions and Nick Coupe. AD/AB applied for Grant funding 5K |
| TE | PH | TE 22/05/135 TE 22/07/008 | Church Street Toilets | | AB | Quote requested from D&H, Newark Interior Solutions and Nick Coupe. Funding from SPF to be applied for by "SPF Grant Fund Comittee" |
| TE | KR | TE 22/05/136 | Noticeboards renovation | | AB | renovations well underway |
| TE | KR | Complete | Benches renovation | | AB | renovations well underway |
| FC | KR | TE 22/07/011 | Community Art Gallery | | AB | AW putting plan together for curation |
| TE | KR | TE 22/07/016 | Cludd & Spires Pond revnovation | | AW | AW putting plan together for curation |
| TE | PH | TE 22/07/015 | Riverside path renovation | | AB | Quote in need to get other quotes no response from Nick Coupe |

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| GF | PH | Complete | Christmas Trees 2022 | | AB | Need to get battery lights ordered for 2023 with refund from 2022 trees |
| TE | KR | TE 22/11/32.2 | Norwood Gardens PLAY Upgrade | | AB | Work started 22 January should be completed and signed off by 27/1/2023 |
| FC | SP | TE 22/11/35 | Fruit Tree Walk | | AB | AB and SP working on plan |
| MWG | LH | n/a | Fish man stall | | AB | Yatyes to quote AB to arrange visit |
| FC | MS | n/a | Upgrade electrical systems in workshop | | AB | Steve Cook quoted and works scheduled for Feb 2023 |
| FC | PS | FC 20/0916/12 | Neighbourhood plan | | LW/AB | Once finalised AB/LW to plan consultation etc |
| FC | KR | FC 22/01/131 | Skate Park | | AB | Grant application in |
| TE | KR | n/a | WMRG new equipment & grant application | | AB | Possible SPF funding |
| FC | MS | Complete | Office Renovations | | AB | Painter to return to complete external of rear and Court Room AB to chase |
| MWG | LH | MWG | Market trolley and new boards | | AB | AB to liaise with groundstaff on appropriateness of a trolley for boards |
| TE | KR | H&S | Squires pond play area fencing | | AB | Complete |
| TE | PH | TE 22/07/013 | Christmas Trees 2023/2024 | | AB | Review and recommend for next year |
| FC | MS | n/a | Burgage and WM War Memorial Repairs | | AB | WMRG war memorial with insurance Burgage needs quotes from Bonsors. |
| GF | PH | FC 22/07/56 | Football Club Lease and pitches | | AD | Complete |
| TE | KR | Complete | Battery Equipment | | AB | Complete |
| TE | KR | n/a | Halloughton road clearance- lengthsman | | AB | |
| MWG | LH | MWG | Removeable bollards | | AB | |
| MWG | LH | TE/MWG | Remove Noticeboard Market Square | | AB | |
| TE | KR | TE 22/0309/117 | Hedgehog Friendly Southwell | | AB | |
| GF | PH | n/a | Grant for Cycle path, Harveys Field | | AB | Cannot get grant due to not having permission from land owners |
| GF | PH | n/a | IT upgrade | | AB | AB requested quote from Giles, AB to circulate |
| FC | MB | FC 22/2107/49 | King St Road Closure | | LW | Update from MB should have more information by end jan |

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| TE | KR | TE 22/11/30 | Notice Board outside OCH | | AW | Planning permission needed |
| TE | ST | TE 22/11/32.4 | Trees at Norwood gardens verges | | AB | |
| TE | KR | TE 22/11/36 | Toilet block and football storage requirement at WMRG | | AB | |
| FC | KR | FC 22/2809/83 | Riverside to Nature Reserve Application | | | |
| TE | KR | | Spider Net replacement or repair | | | |
| | | | | | | Committee to be established to work on SPF grant applications and prioritise applications in line with TE |
| FC | KR | FC 23/1101 | SPF - Grant Fund Committee to be established | | | |
| TE | KE | | Cycle racks | | | |



Bench and Tables Policy

11.3 - 2023

Southwell Town Council takes responsibility for all benches and picnic tables on land that it owns or leases and is committed to a regular maintenance regime to ensure usability and safety.

Southwell Town Council is committed to enabling residents and visitors to sit and enjoy their environment and acknowledge this is important to wellbeing. A trend to increase the number of benches and tables will be supported, but the positions will be considered carefully to protect against damage (ie not under trees) and to avoid unsocial behaviour close to homes.

Extant benches/tables

1. Allocate appropriate budget (approx. £500 per annum) for repair.
2. Allocate appropriate staff time (approx. 20 hours per annum) for repairs.
3. Use softwood (treated to reduce rot) and stained in matching colours to the remaining good wood.
4. Give notice to NCC of our intent to repair if applicable.
5. Keep a up-to-date map of existing benches.

New benches/tables

6. Keep an up-to-date map/list of possible sites for new benches (locations could include sites which the Town Council does not own but would provide a good amenity to residents and visitors), approval to site benches would be obtained before implementation processes.
7. Differently-abled access to benches and picnic tables will be given consideration.
8. New benches will be made from recycled plastic or other easily maintained and environmentally friendly material, unless conservation issues take president.
9. Grants for new benches and picnic tables will be identified and applied for.

Donation of benches/tables

10. STC encourages the donation of benches, in line with this policy.
11. Benches donated and sited on Southwell Town Council land, become the property of Southwell Town Council and they take on the responsibility of maintenance, but not necessarily replacement, should it be damaged beyond repair for any reason.
12. All copy displayed on plaques must be approved by the Clerk of the Council.



Tree Management Policy

11.6 - 2023

To support Southwell Town Council's environmental policy and national tree planting initiatives, the Council will be proactive in planting trees and managing its estate. This policy identifies where, what and how trees should be planted and maintained.

In view of climate change implications an informed approach of 'right tree, in the right place' is key.

Southwell Town Council will factor anticipated expenses into their annual budget and training programmes to ensure ongoing care and maintenance.

Key principles:

1. Maintain trees in a safe condition, for their wellbeing and the safety and enjoyment of residents and visitors.
2. Manage a programme of new planting of appropriate trees, to mitigate climate change and improve the living environment of residents, in areas such as avenues, orchards and the edges of open spaces (to strengthen and create connectivity (wildlife corridors) to improve the living environment for people and wildlife.
3. Support and develop community orchards recognising that fruit trees need extra care and maintenance such as formative pruning to create a good open framework and an on-going annual prune to encourage fruiting.
4. Provide training to STC staff and volunteers to maintain safe, healthy and productive trees.
5. Encourage, support and manage natural regeneration of woodland, while not allowing it to impede public rights of way, paths, pavement or roads.
6. Work with and encourage young people, education institutions, community groups and volunteers to; apply for funding, plant trees and manage STC woodland areas.
7. Protect new/young trees (some benefit from guards, alternatives to plastic such as chicken wire, bio-degradable or wood supports must be used, checked and removed when practicable). And water if needed.
8. Identify and protect significant trees, orchards and wooded areas – notably trees with protection orders, memorial trees and the limes at War Memorial Recreation Ground. Maintain a list of these in STC office and host a map on our website.
9. Ensure invasive species do not dominate.
10. Work with NSDC and build trees into discussions around new developments
11. Direct staff on 'light duties' to propagate new trees: from locally collected acorns and hazel nuts etc
12. Encourage local community involvement via 'adopting' and 'memorial' tree programmes.

Maintenance

Large felled trees should be left intact and in-situ whenever possible, branches should be cut down to manageable sizes and used to create dead wood piles (bug hotels) or left for residents to take (these opportunities will be announced on the Council's website and a notice placed in the location). Brash should be used to create dead hedges, removed by contractors or kept on site in a discreet/appropriate position. Wood chip should be taken away from by the contractor or kept in a suitable place to be used for future tree planting events.

Trees on town council land which are in areas with considerable residents' use will be pruned regularly and/or assessed to ensure they do not cause obstruction or hazard. If a tree or branches are in danger of falling (or have fallen), they will be subject to surgery, within the law.

Fallen trees and branches not causing an obstruction or safety issue will be left to naturally degenerate.

In our woods and orchards residents should be engaged with and signs should be erected to inform residents and visitors of the trees, their species and their contributions to the local and national environment.

Staff should be encouraged to take training (working with chain saw, working at height, tree assessment, tree surgery and fruit tree maintenance etc.). The Clerk will balance the cost/ benefits of training against the use of contracted tree surgeons.

New whips and standard trees will have: weeds and grass around the base removed. Mulching around the base of newly planted trees (but not touching the actual stem) to aid hydration. Water by bowser with a real soaking through all hot/dry spells for the first four years.

Tree reviews and surveys

There will be an annual tree review by the Chair, Vice-Chair of Full Council, Town Environment Committee and Chair of Climate Change Working Group, Clerk and ground staff, to consider progress on increasing the amount of trees on its estate, and their wellbeing and agree prioritisation of work for the next year.

A tree survey should be completed in line with the Law and expert recommendation.

Memorial Trees

The Town Council supports the planting of memorial trees to commemorate national and local events of significance and local residents. Tree species will be locally sourced, and native unless specific agreement is given. Permission and the location for planting on STC land must be agreed by the Town Environment Committee and the long term cost and maintenance implications for the Council must be considered before permission is granted.

Community Orchards

There are now four orchards: Riverside Community Orchard, High Town path, Norwood Gardens/Ridgeway Play area and Humberstone Road [espaliered].

Pauline BATTERY, a community activist, wrote that a community orchard is a collection of fruit trees growing on a modest plot and offering open and easy access to local people. We can enjoy the orchard in all seasons, watching the trees mature. The Riverside Community Orchard was paid for and planted in November 2008, by individuals, families and community groups. Many trees have died due to being waterlogged.

The trees at the Riverside Community Orchard are numbered as follows

1. John Downie crab apple
2. Merryweather damson
3. Merryweather damson
4. Stella cherry
5. Stella cherry
6. James Grieve
7. Ellison's Orange
8. Cox's Orange Pippin
9. Blenheim Orange
10. Newton Wonder
11. Crimson Bramley
12. Yorkshire Greening
13. Bess Pool
14. Jupiter
15. Worcester Pearmain
16. Discovery
17. Bramley
18. Annie Elizabeth

3 Sentinel trees are all Bramleys

Areas for new planting:

1. Norwood Gardens
2. Northern boundary of Froggett's Field

3. Avenue at Beaumont Avenue
4. Brook Walk
5. Adams Row
6. Dudley Doy Road

Native Trees & Suppliers

(available from Marc Richmond <https://marcrichmond.weebly.com> - 07817654022)

Adams Pearmain - (1826) – Late dessert apple. Handsome, rich, and nutty flavour. Highly ornamental.

Beeley Pippin - (1880 Derbys) Early eater. Dusky pink flush and russet. Rich aromatic flavour.

Bess Pool – (Chilwell, Notts) Late dual purpose, keeps until March. Flowers late so useful in frost pockets. Beautiful crimson flush, rich, crumbly flesh. Popular in Victorian times for decoration alone.

Court Pendu Plat – (17th century or earlier) Dessert apple. Claimed to have Roman origins. Known as ‘wise apple’ as it flowers late so misses frost – good to pair with Bess Pool. Rich fruit, pineapple like flavour. Makes a compact tree with good disease resistance.

Blenheim Orange – (c1740) Dual purpose. Highly esteemed apple, long held favourite of many. Often described as having a addictive nutty taste. Quite sweet, crumbly texture. Good with cheese.

King of the Pippins (poss 1770’s Europe – widely grown) Very versatile, can be used for eating and cooking – great for patisserie as keeps shape when cooked.

Also used for cider. Quite sweet, firm but with plenty of acidity. Upright tree - good for allotments.

Lord Lambourne (1907) – Dessert apple. Valued and reliable garden apple. Sweet juicy and crisp. September to November.

Nottingham Pippin (1815) – Dessert apple. Strong flavour of fruit, sweet, crisp, and juicy. Keeps until February.

Orleans Reinette (1776) Dual purpose. Rich, nutty, aromatic flavour. Highly esteemed due to exceptional flavour. Keeps until January.

Ribston Pippin (1707) Parent of Cox’s Orange Pippin. High vitamin C content. Intense, rich, aromatic flavour. Esteemed Victorian dessert apple. Keeps until January.

Rosemary Russett (1831) Intense, sweet, sharp flavour. Reliable. One of the best russets. Keeps until March. (available from John Hemsall helenhemsall@aol.com – 01777870214

Mead’s Broadling [1884] Notts

Markham Pippin [1990] Notts

Sisson Worksop Pippin [1910] Notts

Nottingham Pippin [1815] Notts

Allinham Pippin [1884] Lincs Nov-Dec

Malster [1830] Notts Sept-Nov

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|--------------|---------------------------|---|---|---|
| Alder | <i>Alnus glutinosa</i> | Fast growing tree that will reach 60cm – can be coppiced. | Grows on wet or flooded sites & poor soils. Avoid acid soils, shady situations. | A versatile tree that can be used on reclamation sites or as a pioneer species. |
| Ash | <i>Fraxinus excelsior</i> | Large tree, up to 45m, that can live for some 200 years. Grey/green bark with distinctive black buds in spring. | Widespread, preferring limestone soils that are moist but well drained | Grows well in mixed woodland if not too shaded. Comes into leaf late and often drops leaves earlier than other species. Very common in the town. |
| Beech | <i>Fagus sylvatica</i> | Can grow up to 40m. Large species which casts deep shade on the woodland floor. | Needs well-drained, sandy or chalky soils. Common in South East and Midlands Native only to southern England. | Popular as a hedging species in Southwell |
| Bird Cherry | <i>Prunus padus</i> | Grows to 15m. Native of the north Midlands northwards. | Common by streams in limestone areas. | Attractive in June when in flower and in autumn with its yellow and amber colours. Fruits edible for birds. |
| Black Poplar | <i>Populus nigra</i> | Grows to 20-35m. Now quite Scarce in the countryside. | Grows in damp soils, along stream and river sides. | Very resilient to pollution and fast growing, now rare and care should be taken to find stock of local provenance. |
| Crab Apple | <i>Malus sylvestris</i> | Grows to 2-10m. Spiny with white flowers. | Found in all areas including oak woodland, hedgerows and hilly chalky areas. | The wild crab is one of at least four species from which the domestic apple is derived. |
| Crack Willow | <i>Salix fragilis</i> | Tall tree that grows to 10-18m. Has glossy elongated slender leaves | Likes deep moist soils or riversides. | If twisted, brittle twigs crack at the base. In water it produces fine red, coral-like roots. A number alongside the Greet. |
| Downy Birch | <i>Betula pubescens</i> | Similar to the silver birch, quick growing to 25m, but short lived – showing signs of aging at 60 years. | Common on poorly drained soils and heaths, peat bogs, damper areas, streams and ponds. | Pioneer species – often the first to colonise areas of cleared woodland or wasteland. |
| English Elm | <i>Ulmus procera</i> | Common in wet woodland, hedgerows and banks. Grows to 30m | Leaves dark green and rough above and pale beneath. Dark brown bark and cracked into rectangular plates | Dutch Elm Disease killed ±80% in the 70's and 80's. Root stock often remains and suckers from this, but gets infected again between 5-10 years as bark matures. |
| Field Maple | <i>Acer campestre</i> | The only native maple to Britain growing to 20m. Often used in hedges | Common on chalk or limestone soils in the south to the Midlands. | A medium sized tough robust tree with colourful leaves that turn deep yellow in autumn. Fruit tinged pink in early summer. |
| Goat Willow | <i>Salix caprea</i> | More commonly a | Hedgerows, woods | Very distinctive in spring |

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| | | shrub but can grow to 10m. Found in many areas. | and scrub, likes damp conditions. | when branches are covered in green and yellow catkins Distinctive silvery male catkins- gives the name pussy willow before bright yellow stamens emerge. |
| Hawthorn | <i>Crataegus monogyna</i> | Up to 12m | Often used as hedging species and excellent stock barrier. Provides a good habitat for birds and berries in the autumn. | Common in Southwell and locally called May |
| Hornbeam | <i>Carpinus betula</i> | Grows to 30m. It keeps its lower leaves in winter. Prefers sheltered positions. | Found in woods and hedges. Grows well on heavy clay soils. | One of the hardest and strongest of native timbers. |
| Large leaved Lime | <i>Tilia platyphyllos</i> | Large tree that grows to 40m. Native to the Wye Valley and South Yorkshire. | Grows well in woods and often in limestone areas. | Often found in parks and avenues. First lime to flower – fragrant blooms hang in clusters in late June. |
| Osier | <i>Salix viminalis</i> | Between 3 to 6m | Commonly lining rivers and streams. Greyish – brown bark and fissured. Twigs are long and straight. Catkins in late February, March and early April. | Plants can be cut annually to provide flexible shoots for basket weaving Was planted in woods alongside the Greet, but now much less common. |
| Pendunculate Oak | <i>Quercus robur</i> | Grows to 20–35m known for its durability and longevity. Stalked fruit, the ‘peduncle’ gives it its name. Stalkless leaves | Best on damp heavy clays but will grow on sandy soils. | Supports a huge variety of insects throughout the year. Common across Southwell but few very elderly trees. |
| Purple Willow | <i>Salix purpurea</i> | Up to 5m | Damp places. Leaves are narrow and long-oblong in opposite pairs on the twigs. Grey Bark, twigs yellow or grey sometimes tinged with red or purple. | Number of varieties grown for basket making across south of England. |
| Rowan | <i>Sorbus aucuparia</i> | Grows to 20m. Very hardy. | Likes mountainous areas or lighter soils. Does well in open woods. | White flowers in early summer developing into red berries in autumn. High in vitamin C, they are eaten by blackbirds, thrushes and starlings. Fruit can also be used to make a jelly. |
| Sessile Oak | <i>Quercus petraea</i> | Majestic tree that grows to 40m. Stalkless | Grows well in woodland preferring | Open birch and oak woods (upland oak) are the |

| | | | | |
|--------------------|--------------------|--|---|--|
| | | fruit, stalked leaves. | high rainfall areas on lighter acid soils. | favoured habitat. The lesser common oak in Southwell. |
| Silver Birch | Betula pendula | Grow quickly when young and can reach 30m. Fairly short-lived, about 70–100 years. | Prefers lighter soils and shallow peats. Common on dry heaths and open woodland. | Pioneer species often first to colonise recently cleared areas. Widely planted in the Millennium Wood. |
| Small Leaved Lime | Tilia cordata | Grows to about 30m in height and long living 1,000+ years | Fairly hardy tree in lowland areas. Often planted as a street tree or in avenues. | Coppices well. Bees are attracted to the flowers in early summer. Few trees across the town. |
| Smooth Leaved Elm | Ulmus carpinifolia | Up to 30m | Rare in East Midlands | Upright branches and dome shaped crown. Not common in the town. |
| White Willow | Salix alba | Grows to about 25m. Green/grey elongated leaves. | Common along lowland riversides and valleys. Likes damp or wet soils. | Suitable for pollarding. Helps to stabilise riverbanks. |
| Wild Cherry (Gean) | Prunus avium | White flowers before the leaves appear in April–May. Grows to 30m. | Found in woods and hedges. Prefers lime-rich and clay soils, but not deep shade. | Common as park or street tree. Attractive to bees. |
| Wild Pear | Pyrus pyraeaster | Small Tree up to 15m | Spiny branches with particularly small and rounder fruits than other hybrids. | Distinctive grey or brown bark which breaks into small rectangular plates. White flowers in April. Fruits ripen in November. |
| Wild Service Tree | Sorbus torminalias | Grows up to 25m. Maple-like leaves, turn deep red in autumn. | Grows on chalk, limestone and clay | Edible red fruits are attractive to birds. |
| Wych Elm | Ulmus glabra | A dense canopied tree that can grow to 40m. | Often grows by water and likes damp and shady spots. | Hardy tree that copes well with polluted air, so is often used as a city park tree. |
| Yew | Taxus baccata | Hardy evergreen tree, commonly found in churchyards. Can grow up to 25m. | Tolerant of all conditions except very wet ground. Prefers chalk and limestone. | Our oldest living tree 2,000+ years old. Very strong, durable wood. A few are in Southwell on the clays. |
| Hawthorn | Crataegus monogyna | Up to 12m | Hedging species, provides a good habitat for birds and berries in the autumn. | Common in Southwell and locally called May |



Reference: Q22- 703
Date: 16 January 2023

Abi Brackenbury
Project, Events & Market Manager
Southwell Town Council

Dear Abi,

Re: Supply and Installation of Lighting Column in Market Square, Southwell

Thank you for your enquiry. I am pleased to provide you with our quotation for undertaking the works in line with your email dated 03/01/2023.

Our confirmed lump sum pricing for the works is: **£2,292.03 + VAT**

The price includes:

- Supply, installation, and connection of 1no lighting column

Please Note: Our price is based on a 6m standard lighting column (painted black) and Urbis Abbey lantern (no embellishment kit)

If you wish to proceed, please send written confirmation and a Purchase Order to the estimating.team@viaem.co.uk. Payment terms are detailed in the Quote Conditions that follow on the next page. Please DO NOT pay until you receive our invoice. When making payment, please use the reference number above to avoid delays in programming the works.

We trust this quotation meets your expectations and look forward to receiving instruction. For any questions regarding this quotation, please contact the undersigned. I look forward to hearing from you.

Your sincerely,

Jack Smith
Trainee Estimator
Via East Midlands Ltd
Tel: 0115 8043 401
Email: jack.smith@viaem.co.uk | www.viaem.co.uk

Proposal: To accept this quote and pay for the repair from Market Reserves
Karen Roberts
Town Environment Committee - January 2022

www.viaem.co.uk

Tel: 0115 804 2100

Bilsthorpe Depot,
Bilsthorpe Business Park,
Bilsthorpe,
Nottinghamshire NG22 8ST



CONDITIONS OF THE QUOTATION

Standard Conditions

1. We currently require a minimum of 10-12 weeks' lead time before works can commence on site.
2. The quotation is based on one continuous uninterrupted visit, with full and unrestricted access to the site.
3. Costs incurred due to abortive site visits will be recharged.
4. The maintenance and defects period for works carried out by Via is limited to 12 months following practical or sectional completion of our works but excludes misuse or fair wear and tear.
5. Detailed breakdowns of rates will not be provided.
6. Via have not undertaken any design works in relation to these works. In the absence of specification and/or a design Via take no responsibility for any defects that arise

Payment Terms

7. Unless stated otherwise our quotation is open for acceptance for 7 days. Please note this quote is based on today's material prices which, as you will be aware, are increasing rapidly.
8. Our price is based on all works being completed within 6 months of your acceptance date.
9. Purchase order will be required in advance.

Electrical Conditions

10. Any existing columns that are on a privately fed network, that are to be transferred to any new columns are subject to an insulation resistance test. Additional charges will be incurred if the cable does not comply with current standards.



Football Equipment Storage Requirement on WMRC

A storage facility used by Southwell City Football Club at WMRC is damaged and not fit for purpose (shown below), they are now using the Scout Hut. They seek permission to dismantle the existing facility and build/install a new one. A brick and tile construction would be in excess of £20k. Whereas the agricultural building and concrete sectional might be as little as £5k, a grade A shipping container could be as little as £2k. In addition a storage container on hard standing could be installed immediately, isn't permanent and could be sold at a later date should funding become available for a more permanent structure.

Oliver Scott (NSCD): Under Part 12 of the General Permitted Development Order 1995, the Town Council is permitted to do the following:

The erection or construction and the maintenance, improvement or other alteration of

- (a) any small ancillary building, works or equipment on land belonging to or maintained by them required for the purposes of any function exercised by them on that land otherwise than as statutory undertakers;
- (b) lamp standards, information kiosks, passenger shelters, public shelters and seats, telephone boxes, fire alarms, public drinking fountains, horse troughs, refuse bins or baskets, barriers for the control of people waiting to enter public service vehicles, and similar structures or works required in connection with the operation of any public service administered by them.

The reference to any small ancillary building, works or equipment is a reference to any ancillary building, works or equipment not exceeding 4 metres in height or 200 cubic metres in capacity.

If you are not certain whether the football storage solution would comply, you may find it helpful to take up one of the following options:

Pre-application advice. Submit details of the proposals in confidence, and we will a) check to see whether permission is needed, and b) if it does, what do we think about it. This would likely be free under current fee schedule, but is subject to change. Would not be a legal position, rather just informal officer advice. Indicative plans needed.

Lawful Development Certificate. This is half the planning fee, and gives you a legal opinion on whether permission is needed (closed question – yes or no). Depending on site area, this could be as little as £58.50. Sufficient plans would be needed to understand the proposals.

Having looked at the site with you, I had no concerns with the removal of the existing breeze block goal storage building. This structure is likely to be under the 115 square metre threshold for relevant demolition in a conservation area, so would not trigger the Conservation Area Regulations. This may not be the case for other structures on the wider site however. As these structures are ostensibly modern, we are likely to approve any applications for demolition if needed.

Proposal:

- 1 To grant permission to Southwell City Football Club to remove the existing storage unit and install a new one – similar to A, B or C in an agreeable colour green.
- 2 To apply to N&SDC for Lawfull Development Certificate to build/install a new storage block to accommodate the needs of Southwell City Football Club.
- 3 To support Southwell City Football Club to get funding/make grant applications for the new storage.

Proposer:
Karen Roberts
Town Environment Committee – January 2023

Football Equipment Storage Requirement on WMRC



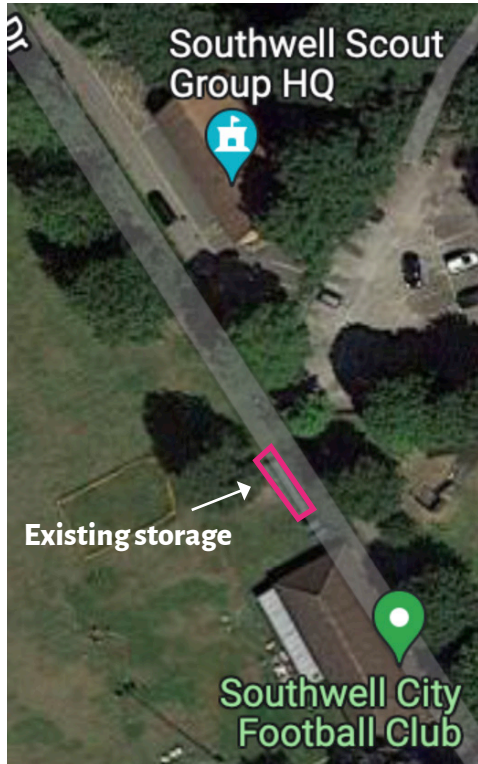
Option: A



Option: B



Option: C



Queen Elizabeth II Fruit Tree Walk

Proposal: - Southwell Town Council to create a fruit tree walk in Memorial of Queen Elizabeth II in the 'War memorial recreation ground'.

The walk would be a new path which goes from the corner of the Bowls Club Green, diagonally across the grass to the Limetree Walk footpath, at the point where the Westgate footpath joins it. (This is a route that many people take already, to cut the corner off.) The path would be lined on either side by fruit trees of different varieties.

Why do this? As a memorial to Queen Elizabeth II. It uses Trees as a theme, which we have been asked to do. Fruit trees are a feature of Southwell. It provides a community resource. Would be an added feature in the park. The path would establish an already walked route and make it user friendly for all.

Path. The proposed path is approximately 80 metres long and would need to be 2 metres wide to allow pushchairs and wheelchairs easy access. Easiest material to construct this would be 'Hoggin self binding gravel', 8cm thick laid on a membrane.

Trees. Planted along side path in beds covered with bark or wood chipping. They could also be underplanted with a variety of fruit bushes.

Benches could be added as a feature at intervals along the path. The path could be extended to link with the Memorial Oak trees and benches added there.

This could be a community project. Groups could be asked to sponsor a tree and have the tree type and their groups name put on a plaque next to the tree.

Would the rotary Club provide the labour to create the path?

Involvement of local businesses to supply goods, provide expertise and help in kind?

Steve Perry

Report back to Full Council 14/11/22

Leisley, Lyn, Abi and I met with ATC contract Service on the park to look at the site and discuss possible costs. A new design was proposed which incorporated the Oak tree, we are planting for the Platinum Jubilee and the usage of the Minster Pupils walking across this area from the War Memorial gate. The result is an expanded path network and a path round the Oak tree. We now have a quote for the path which gives an idea of the cost of the project. It is hoped that if the council puts in the path that we could then go out to local business, organisations and individuals for sponsorship to cover the cost of Fruit Trees, Benches and Picnic tables.

To progress this: -

Proposal.

To go to tender for the construction of pathways for 'The Queen Elizabeth II Fruit Tree walk'.

Way forward 20/01/23

With the planting season for trees, for this winter ending in a few weeks, it is not possible to complete this project this winter. I propose that if the council wish to continue with this that the following timetable of events is put into action.

1. Place an order with Marc Richardson, a local fruit tree specialist, for the grafting of 20 fruit trees (At £20 per tree) on half standard root stock, ready for planting as 1 year old whips next winter. Varieties of tree to be from the councils list of local varieties. **This must be done by latest end of February 2023 if needed for next year**

Total cost £400.

2. Get three quotes to lay the Tri path network. Work to be done over the summer when the ground is more able to take machinery and be completed by September 2023. We already have a quote made in Nov 2022 for the work to cost Approximately £17,000. **Quotes to be in and accepted by the end of April 2023.**

3. There will be additional cost to be considered. Tree planting will require stakes, protection, grips, chippings etc. this could add a planting cost of £15 per tree. (£300 approx). Low level fencing and protective planting around the Oak tree. Cost ? If we add benches and picnic tables these will add a cost £600 per item? These need to be considered but no action is needed until after the path is laid.

4. Once the council agree to the project then Abi and I can look at ways of getting local sponsorship for the Trees,

benches etc. offering to place donors plaques on/next to their donated item.

BERYL'S MEADOW

LAND MANAGEMENT PLAN

WORKING DOCUMENT



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BACKGROUND

Beryl's Meadow, behind Wakeling Close, borders but has long had separate land management¹ to the neighbouring Potwell Dyke grasslands. It was protected from development in the 1980s in case of need for a bypass, plans for which were scrapped in 2016 after a weight limit reduced the number of HGVs through the town.

In 2019 Mark Speck of Nottinghamshire Wildlife Trust prepared a report on Southwell's green spaces. He noted that this space was not reaching its wildlife potential.

Green Southwell is considering how it can play a role in encouraging more biodiversity in this public space, and educating the public about its value. This document sets out a 12 month and 3 year plan to support this, based on observations to date, research and experience among the group.

WHY ESTABLISH A MEADOW?

- *Provide essential habitat for butterflies, bumblebees, birds and bugs*
- *97% of lowland wildflower rich grassland across the UK has been lost since the 1930s*
- *Meadows absorb carbon and slow losses to the atmosphere (so long as they remain undisturbed).*
- *Social benefits of learning new skills and delivering a project*

¹ Assumed on the basis of historic boundaries and ownership shown on <https://maps.nottinghamcity.gov.uk/insightmapping/#>

OBSERVATIONS

ACCESS

Footpath

A footpath crosses the site from a narrow corridor in the north east past an open area to a mature hedged boundary to the south.

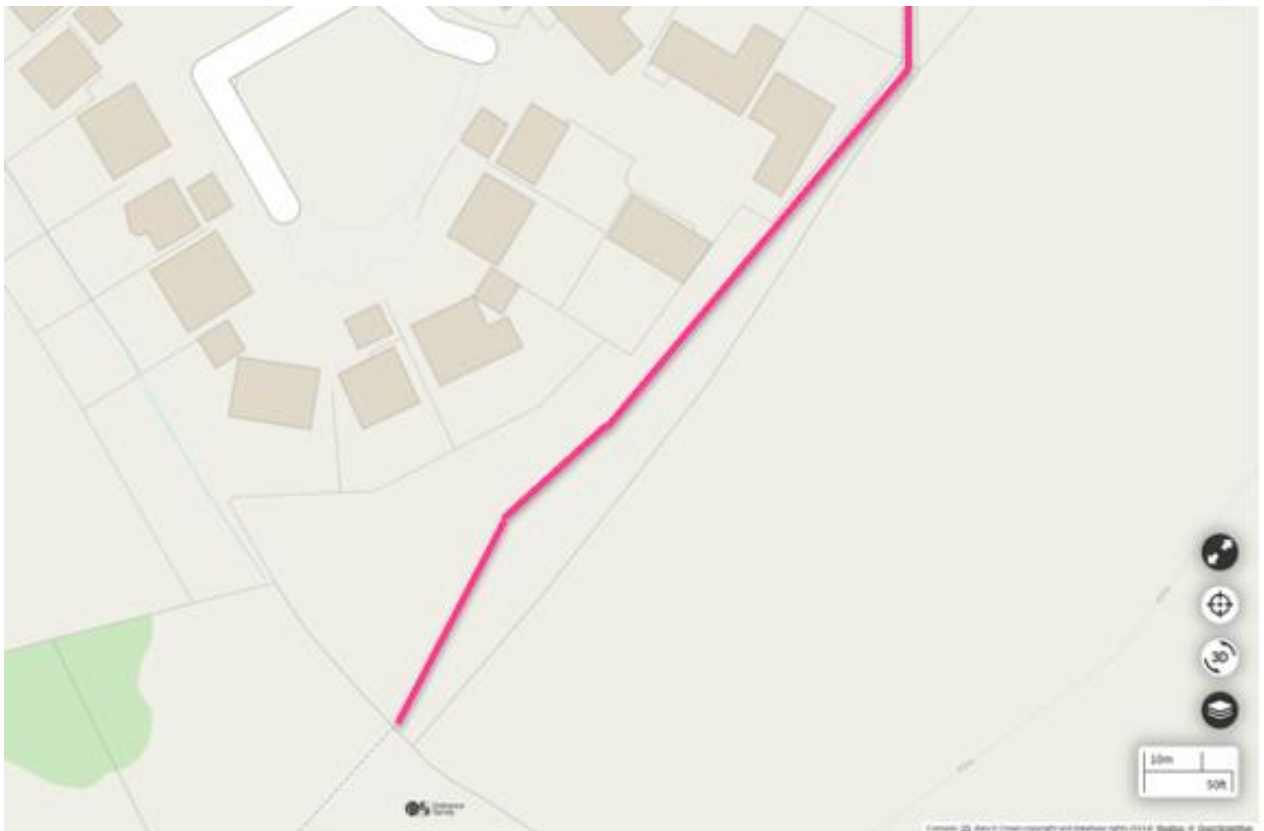


Figure 1: Footpath through Beryl's Meadow. Contains OS data © Crown copyright and database rights 2021

Advice from Wildlife Trust:

The footpaths that we walked along are valuable wildlife habitats in their own right and also act as wildlife corridors that connect with gardens and other green spaces. Below is an illustration of an ideal structure for the corridor. It provides a diverse range of ecological niches that comprises ground flora, dense scrub and taller trees.



Ideally, a wildlife corridor should reflect and compliment the areas of habitat that it is linking. The illustration above depicts a simple example of a wildlife corridor that would provide good connectivity between areas of woodland or grassland. The corridor would have to be managed to maintain this structure.

Informal access

A number of the neighbouring properties have gates to access the green space. An aerial view on Nottingham City Council's Magic Map shows paths mown in the past. These reflect likely usage, and should be considered when planting.



Figure 2: Aerial view pre-2019 showing mown paths

BOUNDARIES

North: the grassland site is neighboured to the north by 5 houses, off Wakeling Close. The pathway is bordered by homes off Farthingate Close. The boundary is formed by a six foot fence. Grass runs to the boundary, where weeds are removed that could affect gardens (likely nettles and creeping thistle)

Southeast: the land rises to the southeast, with a mature, cut hedge forming the boundary with land owned by Robinsons, and farmed by Butlers.

Southwest: a mature uncut hedge of mixed native trees, and a stretch of six foot fence.

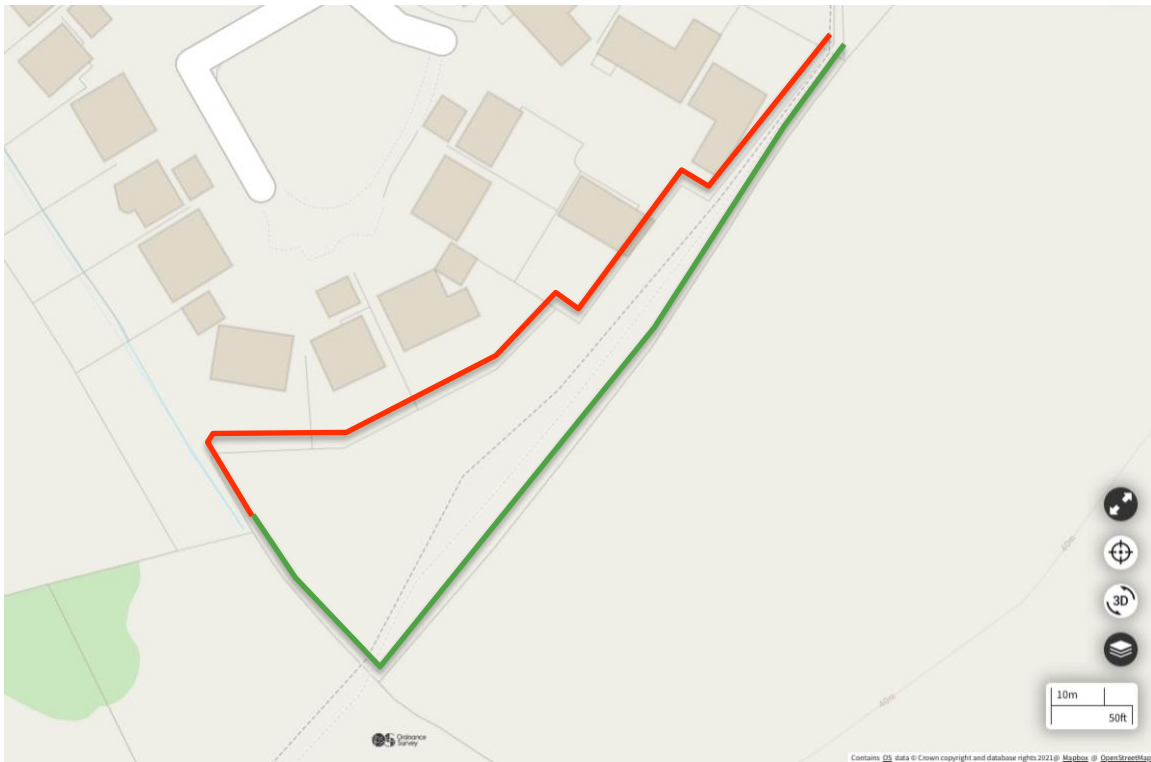


Figure 3: Boundaries: fenceline shown in orange, hedging (cut and uncut) shown in green

CLIMATE

The site is sheltered by trees and houses, other than the far west corner. It is understood that the Potwell Dyke Grasslands is drying out, and that planting for the long-term should consider the likelihood of warmer winters, less frequent but heavier rainfall, and longer hot, dry spells in summer.

GRASS

About 50% of the space is grassland, to the west of the footpath, with the following characteristics:

- Vigorous grass growth, including tussocks
- NWT noted thistles were establishing
- Large patch of nettles in the centre
- 5 well-spaced Rowan trees towards the north boundary

- *Shaded by mature trees on the southeastern boundary*

There is a variety of habitats with short open turf alongside the path, long grass, tussocks and bare patches. This variety should be maintained to support insects.

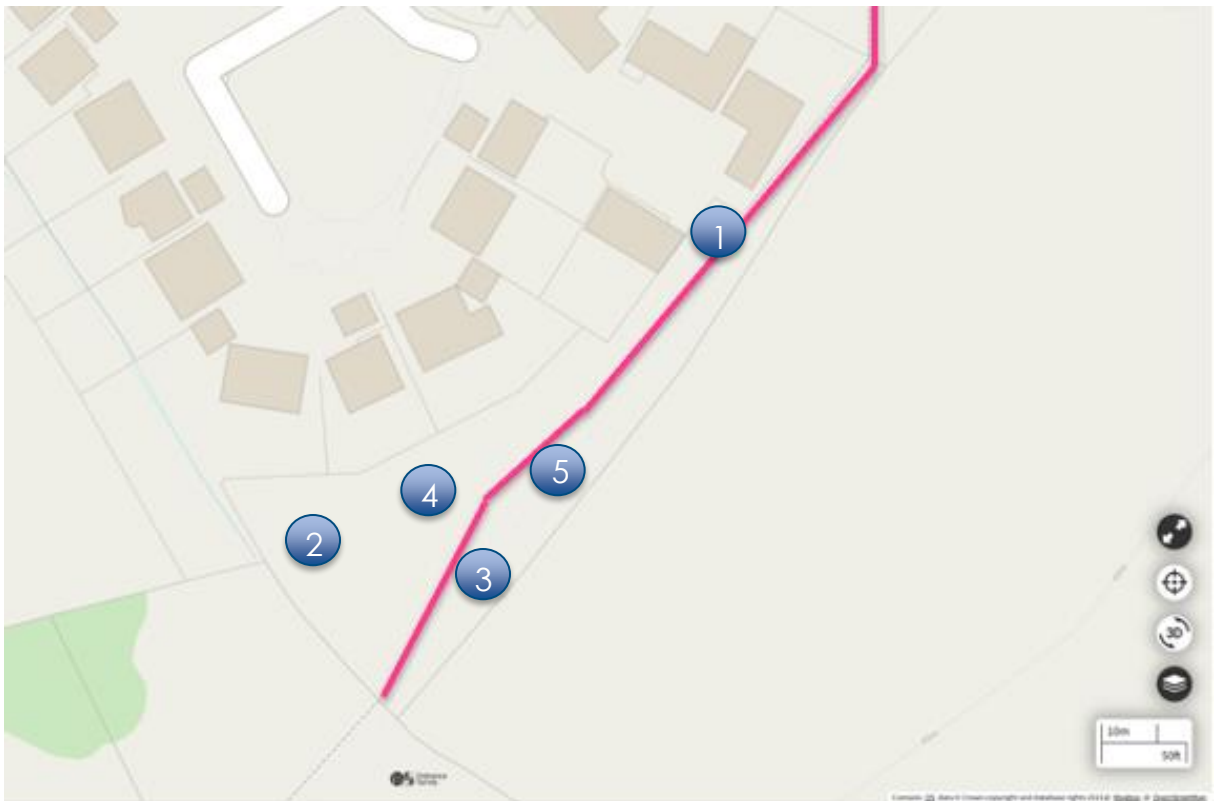
PLANTING

In 2020 seeds were left to drop from arisings from the neighbouring grasslands, and further seeds were sourced and sown from Naturescape, along with some plug plants. Some 'meadow maker' yellow rattle plants did emerge in 2021, but not to the extent hoped so far. The plug plants did not survive, other than some cyclamen planted by the 'Beryl's Meadow sign'.

Green Southwell has raised funds to invest in seeds and plug plants but needs to improve their chances of success.

SOIL

We analysed the soil in 5 spots.



Wildflowers thrive in thinner soils rather than deeper, more fertile soils. They find it difficult to compete with invasive species such as bramble, dock, thistle, nettle, hogweed and rye-grass². The presence of Common Nettle, (potentially) Creeping Thistle and Broad-leaved Dock as well as a tall grass growth height all indicate a higher fertility.

It is likely the soil will differ in different parts of the site, as top soil removed during the development of Wakeling Close was piled up in parts, while other areas will be more or less damp, and others will be the original grassland.

Our analysis found

| SITE | TEXTURE | ORGANIC MATTER | COMPACTION | PH |
|------|--------------------------|-------------------------|---|----------|
| 1 | Loam | Roots and worms | Loose to 20cm | 6 |
| 2 | Clay loam | Abundant worms | Deep top soil down to 40cm+ | 6 |
| 3 | Clay loam | Lots of worms and roots | Deep top soil | 6.8 |
| 4 | Loam for 20cm, then clay | Dark soil, Worms | Impacted clay bed 20cm down, squishy soil | 6.5 |
| 5 | Loam | No worms | Top soil, no clay found | Alkaline |

² https://www.lincstrust.org.uk/sites/default/files/2018-03/meadow_booklet_lwt_dec_2016.pdf

TREES

Mixed mature trees line the southeastern boundary. These trees cast shade across the area through the year. In summer, the shade extends only to the footpath.

Nottinghamshire Wildlife Trust suggests removing lower limbs from a couple of trees on the south-eastern boundary to allow more light to reach the ground layer in order to increase the area of grassland.

Nettles fill the space under the trees in Summer and Autumn with few shrubs or young trees..

There is little dead wood habitat, and a broken oak tree limb in 2020 was removed rather than left on site.

**"All forms of deadwood are valuable for invertebrates, and the more varied the deadwood resource the better. Deadwood on trees is overwhelmingly more valuable than deadwood on the ground, and large pieces of deadwood are more valuable than small pieces. Good deadwood sites are characterised by trees living into old age, dying natural deaths, and being left."
(Kirby1998).**

The boundary in the southwest corner is more varied, with a mature tree and a stretch of mixed native shrubs and young trees.

The trees and scrub to the east of the footpath and in the southwest cover around 50% of the space. Nottinghamshire Wildlife Trust recommended that occasional scrub management should be undertaken in order to maintain the current area of grassland and prevent it from encroaching into the central meadow area.

WATER

There is no water source on the site. Nottingham City Council's Magic Map notes 'issues' on the western boundary, where there is a ditch along the fence line. It appears the source is to the west of the boundary where the

fenceline meets the hedge. This ditch carries a lot of water down in heavy rains.

There is a leaky barrier above the hedgeline to the southwest corner which slows run off on to the site, and a further one close to the Grasslands boundary (which doesn't affect the site)

The site has a marginal role in slowing run-off, in as much as planted areas slow run-off more than developed areas.

VOLUNTEERS AND WORK SO FAR

The grass has been cut in 2020 and 2021 and arisings removed. This is done to remove nutrients and start the process of impoverishing the grassland. In 2020 this was done manually by volunteers, with an estimate of around 55 hours.

In 2022 Southwell Town Council removed some tree limbs as recommended. Green Southwell paid for one cut in the Spring and volunteers and councilors took part in scything, grass clearance and planting. Soil samples were taken to ascertain fertility and type.

In 2023 Green Southwell would like to build on the skills they are learnt and continue to reduce fertility by cutting grass frequently and plant.

ONE YEAR PLAN

The focus for this year is assessing and working with the soil fertility, and three mows to remove more nutrients than achieved in previous years.

JANUARY/FEBRUARY

1. *Establish soil type, acidity, drainage and soil nutrients³*
 - a. *Assess ground and soil samples from potential planting sites and fertility such as under treeline, grassland, and by ditch*
2. *Choose wildflowers to support aims and site conditions*
 - a. *Site: soil type, drainage, acidity, light/shade, nutrients – plant list attached in Appendices.*
3. *Control any encroaching scrub and bramble. Dig out bramble where encroaching; keep some short, some medium and allow some to get large.*

MARCH/APRIL

1. *By early March, mow and remove grass to control vigorous growth before summer flowers emerge. Care must be taken if spring flowers (eg Cowslip) are present, either in timing or leaving areas for a later cut.*
2. *Pot sow wildflower seed*
3. *Create bare earth strips, scatter wildflower seed and yellow rattle to control growth. Seed dependent on earlier analysis*
4. *Plant and tree audit*

³ <https://www.gardenorganic.org.uk/sites/www.gardenorganic.org.uk/files/Testing-soil-and-improving-fertility.pdf>

MAY/JUNE

1. *Cut half in rotation. Focus on areas with less successful yellow rattle. STC to cut path as normal.*
2. *Hand pull thistles, ragwort, docks, cow parsley, hogweed*

LATE JULY/AUGUST

1. *Cut remaining half and (ideally) leave cuttings for 3-5 days for seeds to fall (if flowers present)*
2. *Rake and collect cuttings, feed them to the nettles..*

OCTOBER

1. *N&SDC to cut and remove autumn growth*
2. *Pot sow wildflower seed*
3. *Create bare earth strips, scatter wildflower seed and yellow rattle to control growth. Seed dependent on earlier analysis*

THREE YEAR PLAN

The aim in subsequent years is to reduce the need for frequent intervention.

NOVEMBER/FEBRUARY

4. *Control any encroaching scrub and bramble. Dig out bramble. Leave any dead wood*

MARCH/APRIL

5. *Cut and remove grass to control vigorous growth before summer flowers emerge. This should not be done in areas where spring flowers are growing.*

MAY/JUNE

3. *DO NOT CUT for 12 weeks, or cut in rotation if reliant on small number of volunteers. Cut path as normal.*
4. *Hand pull thistles, ragwort, docks, cow parsley, hogweed*

LATE JULY/AUGUST

3. *Cut and (ideally) leave cuttings for 3-5 days for seeds to fall (if flowers present)*
4. *Rake and collect cuttings, feed them to the nettles..*

OCTOBER

4. *Ideally cut and remove autumn growth*
5. *Pot sow wildflower seed*
6. *Create bare earth strips, scatter wildflower seed and yellow rattle to control growth. Seed dependent on earlier analysis*

MOWING CONSIDERATIONS

The site is difficult to access on a tractor due to the narrow footpath access points. NSDC has equipment that can mow the grassland but this (reportedly) costs £1,000, and the Town Council is not in control of timing.

Timing is important if the aim is support biodiversity. Cutting needs to align with flowering periods and dry weather, if seeds are to be allowed to fall from cut flowers before removal. While NSDC service can remain as a backup plan, in Year One Green Southwell would like to propose a first early, close cut by mower (by volunteers); a cut by powered scythe hired from PODGAG, and one cut by volunteers using scythes.

Why Scythe?

- *Versatility: can cut grass and weeds*
- *Accessibility: can get to places a tractor cannot*
- *Pollution: no fossil fuels, and no noise pollution from non-powered scythes*
- *Weight: does not compact soil*
- *Reliability: easy to maintain*
- *Cost: a traditional scythe costs ~£130*
- *Self-reliance: hay/meadow-making requires timely cutting, but where reliant on others, grass will be cut when their own is done.*
- *Teamwork: scythes can work together, as can those spreading and turning grass, where tractor work is isolated.*
- *Exercise: a fairly gentle, aerobic exercise, which if done correctly, should not cause pain or injury.*
- *Respect for nature: able to avoid animals and plants*

Green Southwell will seek funding for continued training, and/or for the purchase of scythes if it is successful, but this cannot be relied on.

PLANTING CONSIDERATIONS

SOURCING

Seed will be sourced from Potwell Dyke grasslands or Naturescape to ensure use of local varieties that are best adapted to our area, and support chance of success.

- Naturescape (Nottinghamshire) www.naturescape.co.uk
sales@naturescape.co.uk. Tel: 01949 860592.

TIMING

Most flowers appear mid-season but to support wildlife, planting also needs to provide early and late season nectar sources. The timing of mowing will depend on the flower type, so sowing should be grouped accordingly.

An alternative consideration is whether Beryl's Meadow's planting should focus on complementing that on the grasslands, by providing nectar sources outside the PODG's flowering season.

Early season: Snowdrop, Cuckooflower, Garlic Mustard, Apple/Cherry blossom, Blackthorn, willows, Lesser Celandine, Red and White Dead-nettle, Ground Ivy, Common Daisy, Primrose, Germander Speedwell, Violets, Cat's Ear, Cowslip, Bugle, Daisy, Lady's Smock.

Late season: Ivy (especially on south-facing walls), Devil's-bit Scabious, Hedge and Lady's Bedstraw, Clustered Bellflower, Wild Carrot, Harebell, Wild Marjoram, Wild Basil, Sedum, Common Restharrow, St John's-worts, Selfheal, Creeping Cinquefoil, Ragwort, Yarrow, Musk Mallow, Meadow Clary, Centaurea nigra, Cornflower and Field Scabious.

BUTTERFLIES AND MOTHS

The site has not been monitored. Green Southwell volunteers are considering a weekly survey to monitor species and numbers.

LOCATION

The site is not large but the soil analysis is likely to complete identification of four or five planting areas:

1. *Hedgerow*
2. *Damp ditch*
3. *Tree line [dry?]*
4. *Grassland*
 - a. *Original*
 - b. *'new' from Wakeling Close development*

SOIL FERTILITY

According to Lincolnshire Wildlife Trust's booklet on [Meadow creation](#), some soils are too rich to attempt meadow creation, and high fertility is indicated by the presence of nettles and thistles.

If this is the case, the LWT suggests the sowing of a cornfield flower patch instead:

“Simply sow a mixture of cornfield annuals such as common poppy; cornflower; corncockle; corn marigold; and corn

chamomile (below) in autumn or spring over bare soil for a colourful display. After the flowers have set seed, rake over the soil so that there is open ground for them to grow the following year. “

Plant species that can compete with more vigorous grasses include *Centaura* spp. (knapweeds), *Malva moschata* (musk mallow), *Knautia arvensis* (field scabious), *Silene vulgaris* (bladder campion), and *Tanacetum vulgare* (tansy).

BUDGET

YEAR ONE

| Action | Organisation | Cost per instance | No. p.a | Total p.a. |
|--|--|--------------------|---------|-------------|
| Hire Mower and approved trained driver | PODGAG or Alaistar Murray Green Southwell to clear arisings (Spring) | £100 | 2 | £200 |
| Cut by scything | Green Southwell | £500 | 1 | £500 |
| Mechanical cut - October | NSDC | STC negotiation | | |
| Annual total, for 3 cuts | | | | £700 |

Green Southwell is charging for the service in order to fund materials.

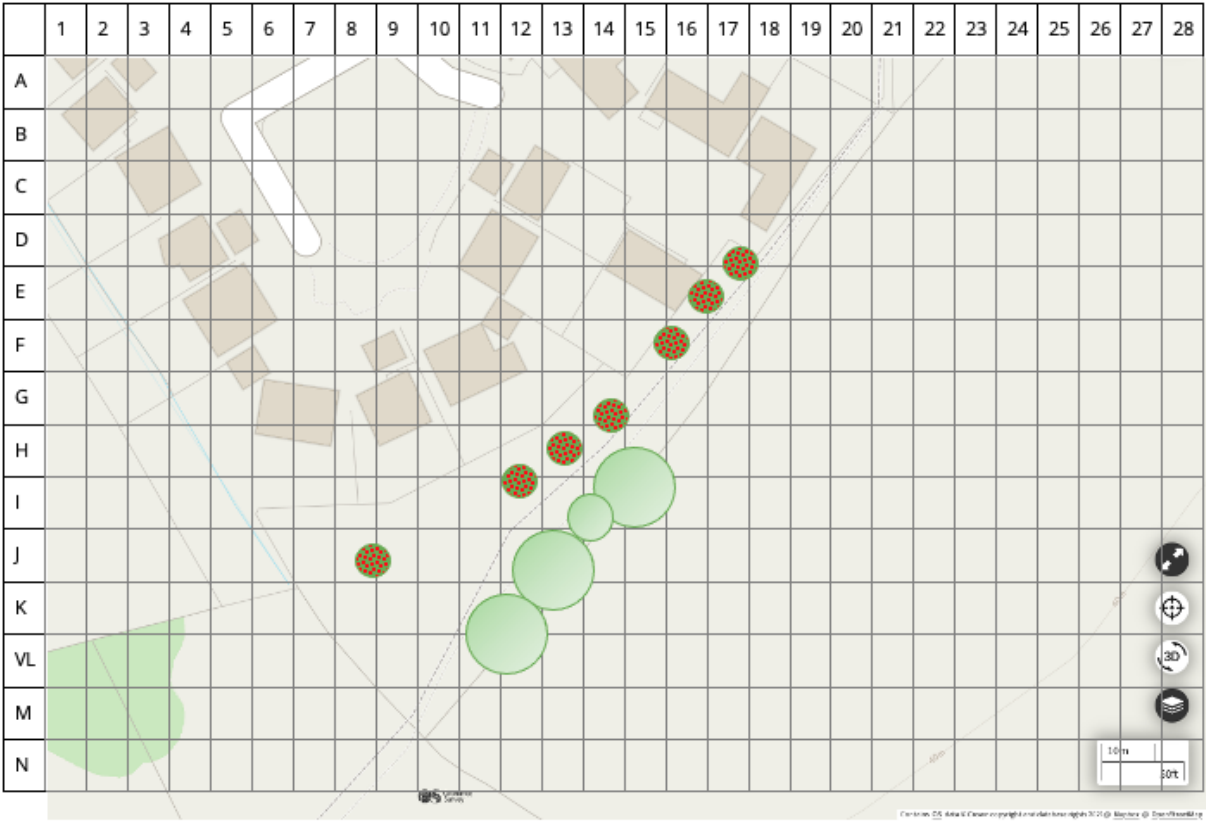
ONCE SUSTAINABLE

The table below is an estimate of a sustainable budget for managing the meadow. This will be updated after Year One on the basis of feedback on traditional scything, and the number of days taken to cut using scythes. Southwell Town Council should expect to pay for skilled workers to cut and clear the grassland, as they do now.

| ACTION | ORGANISATION | COST | INSTANCE | TOTAL P.A. |
|--|------------------------|------|--|------------|
| Mowing | Green Southwell/PODGAG | £100 | 3 | £300 |
| Scything | Green Southwell | £300 | 1 (potentially split into sessions) | £300 |
| Autumn/Winter Work Party – manage scrub, additional planting | Green Southwell | - | 2 or 3 | - |

Note these cuts may not be all the land in all instances, planting may mean we cut different areas at different times, hence planning for 3 rather than 2 cuts.

Appendix One: Grid Plan



APPENDIX: PLANTING

Woody edge

Suggestions by Gill, Helen and Lynn

Nettles leave some for the butterflies!

Trees under planted with spring bulbs and woodland flowers including:

Winter aconite (Eranthis hyemalis) best to plant out in the green after flowering in Feb as dry tubers can be hard to get established. They like fertile soil that doesn't dry out. Full sun or part shade.

- <https://www.naturescape.co.uk/product/winter-aconite-in-the-green/>

Snowdrops (Galanthus nivalis) (plus some FOC from Brian) best to plant out in the green after flowering end of Feb. They are hardy and do well in a light shade and a woodland habitat

- <https://www.naturescape.co.uk/product/single-snowdrop-in-the-green/>

Crocus (Crocus vernus) Plant Sept to Nov, flowers Feb to March. They provide a much-needed source of nectar and pollen for pollinating insects just emerging from hibernation. Most crocus varieties like to be planted in a sunny, open position so I

suggest planting around the signage and near to the path edge rather than right under the trees, they do grow in partial shade too though.

- <https://www.naturescape.co.uk/product/large-flowering-mixed-crocus/>

Bluebell *H y a c i n t h o i d e s n o n - s c r i p t a*) Can be planted in the autumn from bulbs or lifted and planted in the spring. The easiest most reliable method is to plant bluebells 'in the green' in late spring, after they have finished flowering. Plant in naturalistic drifts 10cm deep and approximately 10cm apart. They like partial shade beneath deciduous trees and so will do well around the woody pathway. Woodland butterflies, bees and hoverflies all feed on their nectar.

- <https://www.naturescape.co.uk/product/english-bluebell-in-the-green/>

Primrose *Primula vulgaris* Plant in spring and they are pretty hardy. They are an important nectar source for butterflies

- <https://www.naturescape.co.uk/product/wild-primrose-plugs/>

Meadow flowers

Suggestions by Gill and Lynn and also recommend by Anne Couls at NTU for damp / fertile meadows

Yellow rattle (*Rhinanthus minor*) will help reduce grass vigour across all meadow. Available to sow by seed or plug plants.

Seed – when sowing into existing grassland ensure that the grass is mown down to about one inch and maintained at this level until the start of March. Either tread or roll the area after sowing to ensure the seed is in contact with the soil

- <https://www.naturescape.co.uk/product/yellow-rattle-seed-rhinanthus-minor/>

Plugs are best planted in small groups after mowing in early summer.

- <https://www.naturescape.co.uk/product/yellow-rattle-plug/>

Cowslips (*Primula veris*) like damp meadow. Could we divide clumps from next door in the spring? Or buy plug plants to introduce into the meadow before the end of April.

- <https://www.naturescape.co.uk/product/cowslip-plugs/>

Devilsbit scabious Brilliant butterfly plant. Tolerates richer and wetter soils. Seed or plug plants. Sounds a bit tricky to get established though! Because the seeds of the Scabious are so delicate they are best planted in a small seed tray in a mixture of peat and sharp sand and kept damp. Plant out in their final position in the autumn to flower the following summer.

- <https://www.naturescape.co.uk/product/devilsbit-scabious-seed/>

Or plant from plugs if we clear some patches of grass in March / April

- <https://www.naturescape.co.uk/product/small-scabious-9cm-pots/>

Lady's smock / Cuckoo flower (Cardamine Pratensis) – try plug plants as seeds sound very tricky!. It likes damp and so plant down at the wetter end of the meadow. We could try and remove a meter of turf to get it established.

- <https://www.naturescape.co.uk/product/cuckoo-flower-ladys-smock-plugs/>

Ragged robin – prefers damp soil and can tolerate more fertile ground. Plant pot grown plants in groups where the grass has been cleared in spring.

- <https://www.naturescape.co.uk/product/ragged-robin-9cm-pots/>

Wild angelica – likes loamy, moist and fertile soil. Tolerates a wide range of conditions. Plant pot grown plants in groups where the grass has been cleared in spring.

- <https://www.naturescape.co.uk/product/wild-angelica-9cm-pots/>

Purple loosestrife – a hardy native perennial which tolerates most soils. It's really rich in pollen and therefore great for bees, butterflies and moths. It self-seeds freely. If it gets too invasive we can cut off the seed heads before the seed ripens and falls.

- <https://www.naturescape.co.uk/product/purple-loosestrife-9cm-pots/>

Snake's head fritillary (Fritillaria meleagris) – best planted in the autumn from bulbs. Handle the fragile bulbs carefully and plant at four times own depth

- <https://www.naturescape.co.uk/product/snakeshead-fritillary-fritillaria-meleagris-bulbs/>

Clay soil mixed seed – general mix could be worth a try at some point.

<https://www.naturescape.co.uk/product/n6f-clay-soils-mix-flowers-only/>

Proposal:

To fund Green Southwell to cut grass at Beryl's Meadow to the amount of £700, from the rewinding budget

Karen Roberts – Town Environment Committee, January 2023

Location of the proposed dog bin for Cundy Hill



Bin to be on a post as indicated but both bin and post to be in green

Bin to be placed on edge of the 'gateway' on the right, 100m south of the houses at The Holme. An important walking route out of town and on the edge of the built up area at The Holme. The bin has to be close to a roadway for the emptying by N&SDC to be effected readily, but away from road to prevent damage.



25litre bin ± £133.85
or 50litre ± £263.08
NSDC charge £2 per service per bin,
money to come from: Equipment
Maintenance budget

Proposed: Peter Harris
Seconded: Karen Roberts
Town Environment Committee
January 2023

Discussion requested by Full Council 11th Jan 2023

Public comments from the Community Consultation Evening 2022 for STC to consider in decision-taking

STC to check the draft Neighbourhood Plan in connection with the following:

- Allocation of the correct proportion of affordable homes
- New developments to take account of adequate water pressure
- New developments to take account of sufficient health, social and education services

Streetlighting

- Appropriate streetlighting to resolve the dark path beside the library
- Appropriate streetlighting to resolve dark space in the tunnel to the King St. Car Park
- Appropriate streetlighting to resolve overbrightness affecting residents
- Encourage NCC to continue the installation of LED downlights
- Trim tree growth to avoid shadows

Toilets

- Improve the amenity of the Church St. toilet block
- Provide vandal-proof toilets 24/7 at the Memorial Playing Fields

Footpaths

- Trim back vegetation overgrowth
- Westgate to Corkhill Court/Becketts/Holy Trinity Church overgrown and with dog fouling
- Riverside Footpath/Bridleway restoration
- Request 'Pedestrians in the Road' warning signs

Parks and Open Spaces

- Froggatt's Field gate maintenance
- Use alternatives to pesticides/weedkillers

Pavements and Roads

- Continue the SPEEDWACH deterrent
- Discourage parking on pavements

Tourist information Centre

- Have a recruitment campaign

Engagement

- Work with community groups to develop civic leaders and encourage volunteers.
- In schools and clubs to engage the next generation

Community Projects (Environmental)

- Look at the possibility of facilitating community energy
- Look at the possibility of facilitating electric carpools

Tourist/Events Costs Breakdown 2022

Jubilee

| | | |
|------------------------------------|----------------|------------|
| Bunting | £ 65.97 | |
| Contribution to Band @ The Minster | £ 333.33 | |
| Flags | £ 197.84 | |
| Anchor Studs | £ 17.73 | |
| 13 x Hanging Baskets | £ 390.00 | |
| Artwork - Beacon Event | £ 30.00 | |
| Jubilee Expenses | £ 37.04 | |
| Jubilee Leaflet | £ 85.00 | |
| Jubilee Banner | £ 80.00 | |
| Live Music - Market Square | £ 50.00 | |
| Oak Tree | £ 360.00 | |
| Jubilee History & Trails leaflets | £ 500.00 | |
| Beacon Event Performance | £ 100.00 | |
| Yarn Bombing | <u>£ 45.60</u> | £ 2,292.51 |

Tour of Britain

| | | |
|-------------------------|-----------------|----------|
| Bunting etc | £ 239.05 | |
| Banners | £ 116.00 | |
| Spray Paint | £ 18.98 | |
| Prizes for Shop Windows | £ 36.71 | |
| Brass Band | <u>£ 350.00</u> | £ 760.74 |

Death of ERII

| | | |
|-----------------|----------------|---------|
| Flowers & Vases | £ 45.00 | |
| Wreath | <u>£ 45.00</u> | £ 90.00 |

Christmas & Market

| | | |
|----------------------|-----------------|----------|
| Christmas Tree | £ 130.00 | |
| Snow Machine | £ 185.00 | |
| Balance - Brass Band | £ 25.00 | |
| Stiltwalkers | <u>£ 500.00</u> | £ 840.00 |

Lantern Walk

| | | |
|-----------------------------|----------------|----------|
| Lantern Workshops | £ 400.00 | |
| Arch for Lantern Walk | £ 15.99 | |
| Art Supplies - Lantern Walk | £ 302.80 | |
| Lantern Walk Expenses | <u>£ 25.05</u> | £ 743.84 |

Remembrance Day

| | | |
|-------|----------------|----------------|
| Flags | <u>£ 56.30</u> | <u>£ 56.30</u> |
|-------|----------------|----------------|

TOURIST BUDGET 2022/23 = £4,750

£ 4,783.39

Notes:

Leftover art materials will be used again this year for the lantern workshops.

It does not look like the Tour of Britain will t be coming to Southwell in 2023.

Union flags were sorted when they were taken down and the unusable ones were thrown away.



The Old Courthouse
Burgage
Southwell
Nottinghamshire
NG27 0EP
Tel: 01636 816103
admin@southwell-tc.gov.uk
southwelltowncouncil.com

Minutes of Meeting: Town Environment Committee
Date and Time: 9th November 2022 19:00
Venue: The Old Courthouse
The meeting is open to all members of the public

Present: Cllrs Roberts (Chair), Blaney, L Harris, P Harris, Lightwood, Perry, Rainbow, Scorer, Thompstone, Clerk and Deputy-Clerk

1 member of the public and 1 representative of the press

Questions from Members of the Public

None

AGENDA

TE 22/11/24 **Apologies for absence**
None

TE 22/11/25 **To receive any declarations of interest**, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011
None

TE 22/11/26 **Approval of Minutes of previous meetings:**

26.1 Town Environment Committee Minutes 13th July 2022 – previously circulated
Proposed: Cllr Blaney Seconded: Cllr Thompstone
Approved unanimously by those in attendance.

26.2 Matters arising
Green Flag – Lynn Preece will attend a future meeting.

- Christmas Event Date Confirmed 1st December 2022 – noted
- Remembrance Day Update – previously circulated – noted
- Fun Day Date – Saturday 6th May (Coronation) or Sunday 9th July.
After a discussion it was agreed not to hold the Fun Day on the Coronation weekend. Clerk to make enquiries with the Dean to establish what is planned at the Minster for the Coronation weekend.
Agenda item for January meeting.

Dipping Pond – one quote has been received, awaiting the second quote.

TE 22/11/27 **Chair's Notices**
Tree on Riverside – the Clerk is looking at solutions with the resident.
The metal roundabout at Squires Pond Play Area is broken and has been cordoned off while we await a repair quote.

The fence will hopefully be repaired by ground staff now the cutting season has ended – currently looking at costs.

The Chair requested bringing forward agenda item TE 22/11/33 – approved unanimously

TE 22/11/28 **Church Street Toilet Quote** – to be circulated
Refer to January meeting.

TE 22/11/29 **Residents' Car Parking Charges** – previously circulated
NSDC have processed the parking order including the increased charges at Southwell. Changes cannot be processed until the April order.
After a lengthy discussion, it was agreed for the Car Park Charging Working Group to review the car parks including layout, permits and charges then bring to Town Environment meeting for approval in January.
Clerk to inform resident.

TE 22/11/30 **Noticeboard outside the Old Court House**
The request for a noticeboard outside the Court House was approved subject to planning/conservation permission.
Proposed: Cllr P Harris Seconded: Cllr Scorer
Approved unanimously

TE 22/11/31 **Dog Bins**
31.1 Retrospective Approval for Humberstone Road Dog Bin – noted
31.2 Request for Dog Bin on Cundy Hill
A discussion took place concerning the location of the proposed dog bin and the potential impact on the area. It was agreed for Cllr P Harris to provide a full proposal, including location, for the January meeting.

TE 22/11/32 **Parks and Open Spaces**
32.1 Repair to Spider on WMRG – awaiting quote
32.2 Update on Phase 2 of Norwood Gardens – previously circulated
Proposal approved – financed from committed reserves
Proposed: Cllr Roberts Seconded: Cllr Blaney
Approved unanimously
Clerk to enquire with supplier about bird deterrents
32.3 Area for Brash – not WMRG
Two residents have offered to take any brash onto their private land. Clerk to check the law regarding disposal of brash on third party land. Defer to January meeting
32.4 Trees for Norwood Gardens – previously circulated
The possibility of planting up to 240 small native trees on the grass verges around Norwood Gardens was discussed. It was proposed to discuss with NCC the possibility of planting trees on the public spaces in Norwood Gardens.
Proposed: Cllr Thompstone Seconded: Cllr Roberts
Approved 7 for, 1 abstention, 1 against

TE 22/11/33 **Alternative to pesticide use in Southwell** – previously circulated
Standing Orders were suspended to allow the member of the public to address the meeting. Standing orders were reinstated.

After a discussion the following proposals were approved: -

1. To ask N&SDC to trial a pesticide/herbicide free approach to the management of the areas presently under their care within Southwell. This will involve a comparison of the effectiveness of measures before and after, costs and local customer satisfaction. The change will be publicised by their engagement team and other local media.

2. To ask NCC to adopt a similar trial or pass responsibility to N&SDC.

Proposed: Cllr Roberts

Seconded: Cllr Thompstone

Agreed unanimously

TE 22/11/34

Replacement Cover for Market Clock – previously circulated

This was approved by majority – to be financed from minor works budget.

TE 22/11/35

The Queen's Jubilee Memorial Planting – previously circulated

The Fruit Tree Walk was presented at October's Full Council meeting, further development needed. Cost for one Oak Tree has been approved by Full Council previously. There needs to be a combined plan for both schemes. Defer to future meeting.

TE 22/11/36

Toilet Block & Football Storage Requirement on WMRG – to be circulated

The Town Council needs clarification on exactly what Southwell City Football Club require and bring back to Full Council or January meeting. Clerk to check deeds regarding building work on WMRG.

TE 22/11/37

Ash Tree Spinney Volunteer Work – previously circulated

The proposal was reviewed – Area H was deleted. Only trees under 75mm in diameter or under 1.5m tall can be removed.

The meeting was advised that major works will be taking place at Ash Tree Spinney in the near future so may be prudent to wait until after the works are completed.

The bluebell bulbs will be financed from the rewilding budget.

Proposed: Cllr Roberts

Seconded: Cllr L Harris

Approved unanimously

TE 22/11/38

Lighting in the Town – Minster Field, Library, Burgage

Cllr P Harris withdrew the paper concerning replacement lighting on the Market Square.

For ecological reasons, the committee agreed not to investigate additional lighting around the town.

TE 22/11/39

Recommendations from Market Working Group

Due to staff absence, there will be temporary staff on the market on Saturday mornings.

The market are trialling LED lights which are working quite well; there needs to be a long-term plan for installation/disconnecting the catenary lights.

Thanks to Abi for running the markets especially the Young Entrepreneurs Market – there was a great atmosphere and it was a fantastic event.

TE 22/11/40

Policies

40.1 Combined Tree Policy – previously circulated

Regarding complaints concerning damage from trees etc – the office needs guidance on the process. Clerk to seek expert advice on process and bring back to January meeting.

40.2 Benches Policy – previously circulated. Defer to January meeting.

40.3 Complaints Policy requested by resident – Clerk to send to resident and submit to Governance and Finance for ratification.

TE 22/11/41 **Project Update** – to be circulated
Noted

TE 22/11/42 **Items for Communication**
Skate park design article for Bramley in January

TE 22/11/43 **Items for discussion at next meeting**
Fun Day
Church Street Toilets
War Memorial Toilets
Car Park layout, permits, charges
Brash storage
Cundy Hill Bin
Fruit Tree Walk/Queen's Jubilee Memorial Planting
Tree Policy
Benches Policy
Noticeboard outside Old Court House
Ebikes

TE 22/11/44 **Date of next meeting 25th January 2023**

Meeting closed 21:00 hrs