MINUTES OF THE MEETING OF THE ALLOTMENT TO FORMER HIGHWAY SURVEYORS TRUSTEES HELD ON THURSDAY 5th NOVEMBER 2026 AT BAWDESWELL VILLAGE HALL STARTING AT 20.45pm, FOLLOWING THE BAWDESWELL PARISH COUNCIL MEETING
Present: D. Shannon (Chair), C. Good, R. Hannent, M. Bailey, P. Craven and A. Hartley-Walder.
J. Boxall – Parish Clerk
Members of the public 1

1. To receive and note apologies for absence.
No apologies for absence were received.

2. To record declarations of interest from Trustees in any item to be discussed
No declarations of Interest were received.

3. To receive update on Adams Pit and consider / approve further action following meeting with Norfolk Wildlife Trust (NWT)
Cllr Bailey reported back from meeting with NWT. The pond is in good health supporting a range of wildlife. There are some simple low-cost management measures that can be taken to enhance the nature supported before more costly measures are considered. NWT happy to advise further when needed;

Key paths to improvement
1. Reduce leaf litter being added to the pond
2. Increase light to pond to enhance plant life

Proposed actions
These should be phased/ split across several years and undertaken in winter to minimise disruption to habitats.
1. Cut branches overhanging the pond
2. Coppice island, leaving one live tree and the dead tree
3. Lay hedge on roadside (excluding North side)
4. Coppice/trim east side of site to open up scrubland
5. Dredging of east side would be beneficial once access opened up

Thanks were extended to Ella from NWT for her advice and support. Following discussion, it was unanimously **AGREED** that help from the village volunteers would be sought with a view to cutting the branches overhanging the pond (that can be safely reached) to improve the light and reduce leaf drop and strim vegetation on the eastern side to obtain a better idea of what can be coppiced. Phase two work to take place the following year with a view to clearing the island as proposed by Cllr Good, seconded by Cllr Hannent. It was acknowledged that professional services would need to be sought for the hedge laying.

4. Finance
To receive income / expenditure budget figures to 31st October 2026 for consideration
The balance of the Trustee Charity and Community Bank Account was confirmed as £4725.05 as at 31st October 2026.

To consider / approve grant request from Parish Council for expenditure 2027/28
The Clerk confirmed that she had requested a breakdown and separate invoice from the Grounds Maintenance Contractor of time spent grass cutting at Adams Pit as transactions needed to be kept separate from PC accounts.
As it was acknowledged that the Trustees would need to seek a grant from the PC to cover expenditure, it was unanimously **AGREED** to request a grant of £800 for 2027/28 as proposed by Cllr Good, seconded by Cllr Hannent.

5. Correspondence
No correspondence was received.

6. To receive items for information and receive items for the next agenda
Bawdeswell Heath Trustee meeting – Although Cllr Shannon was unable to attend, minutes from the meeting confirmed that there was no update and that the Bawdeswell Heath Trustees would continue their current approach to managing the Hath, not seek any further advice from the Charity Commission unless approached and maintain the status quo. Three new Trustees have joined which should ensure the continued future maintenance of the Heath.

7. To approve the date of the next Trustee Meeting
The next Trustee meeting was confirmed as 4th February 2027, following the PC meeting.

8. To close the meeting
There being no further business, the meeting was closed at 21.18pm.