

**Minutes of a Meeting of Ilketshall St Andrew and St John Land Management Company Ltd. held at Ilketshall St Andrew Village Hall on 16<sup>th</sup> October 2023 at 7 p.m.**

Present: Tim Basey-Fisher (T B-F) (Chairman)  
John Bedwell (JB) (Secretary)  
Rod Apps (RA)  
Gerald Godfrey (GG)  
Lea Ingham (LI)  
Jack Poulden (JP)  
Chris Roberts (CR)

Visitors: Judy Cloke Suffolk County Councillor for Bungay Division  
Tina Newby Ilketshall St Andrew Parish Clerk

**1. Welcome and Apologies**

1.1 The Chairman welcomed everybody. Roo Lee (RL) sent her apologies.

**2. Status of New Directors**

2.1 New directors LI and JP had been accepted and actioned by Companies House with an effective date of 1<sup>st</sup> August 2023.

**3. Revised Constitution**

3.1 There needs to be an update to the Constitution in the light of the changed number of Directors from 6 to 8. RA had circulated a revised constitution based on what had been discussed some years earlier with the main change being replacing the annual re-nomination of ALL Directors with 2 Directors (one Commoner, one Parishioner) retiring and seeking re-election by rotation. It was agreed that if there were no reservations received within a week the revised constitution would be presented to the Parish Council and Commoner's Association for ratification and would come into effect at the AGM.

Action: RA

**4. Minutes of the Meeting of 1<sup>st</sup> August 2023**

4.1 The minutes of the meeting of 1<sup>st</sup> August 2023 were agreed and signed by the Chairman.

**5. Matter Arising not elsewhere covered in the Agenda**

5.1 Item 4.1, Tim Schofield had been contacted with no response as yet, Sam Brown was too busy to attend.

Action: T B-F

5.2 Item 4.5, the car had disappeared but now there was a caravan and a van in this area. RA will deal with the owners of the caravan while JP will deal with the owners of the van.

Action: RA, JP

5.3 Item 4.7, the installation of the bench is yet to be actioned.

5.4 Item 12.1, the report of the pond survey had been corrected and was now on the website. There had been no need for the proposed pond scraping.

5.5 Item 12.2, the Newsletter had been distributed.

**6. Visit of Judy Cloke**

6.1 Judy Cloke had been approached by a village resident, who wished to remain anonymous, with various questions about the LMC and its governance. These questions and some of her own were addressed and at the end of the discussion she expressed her thanks. She was now much clearer about the work of the LMC and thought that the anonymous resident would be as well.

Signed Tim Basey-Fisher

Date 22/01/2024

## 7. Finance

- 7.1 The current financial position showed total funds of £73217. Since the last meeting there has been receipt of the BPS Interim Payment for 2023 and there had been payments for a number of items which were detailed in the accounts that had been previously circulated. It had been necessary to move £2500 from the Santander Deposit Account to the Current Account to fund some of these payments.
- 7.2 These were the end-of-year accounts which will now go to Lovewell Blake.

## 8. LMC Website and LMC Promotion

- 8.1 CR reported that the 'Works Completed' page of the website has been updated as and when necessary and photos had been added. The 'Management Plan' page now showed 'Surveys and Reports' as well.
- 8.2 Maintenance fees had increased to £30 per month and the SSL Certificate had been purchased.
- 8.3 An electronic newsletter had been circulated around the villages together with information on the Devil's-bit Scabious at the same time as the hard copy newsletter and these had also been sent to SWT.

## 9. Hay Cut 2023

- 9.1 GG has completed cutting his areas on 10<sup>th</sup> July, Mike Frost was completed by 9<sup>th</sup> August and the late cut was carried out on 13<sup>th</sup> August. CR circulated a spreadsheet of annual bale yields and acreages cut for the years 2016 to 2023.

## 10. Dealing with Ragwort

- 10.1 The presence of ragwort is an increasing problem, especially along the verges. T B-F will contact his agronomist for a suitable spray for spot-spraying and JP will do the same.

**Action: T B-F, JP**

## 11. Identifying and Relevance of Priority Habitats

- 11.1 JP had previously circulated links to the Priority Habitats Inventory of England together with the Suffolk Biodiversity Information Service (SBIS). It was recognised that priority habitats of the commons need to be identified and Sam Brown will be asked to attend the next meeting to discuss what needs further investigation.

## 12. Tour of Commons by Graham Hart, CWS Officer for SWT

- 12.1 Graham Hart is responsible for all CWSs in Suffolk. He was given a tour of the commons by CR. He liked everything about the commons and intends to invite landowners to visit to view an example of a well-managed landscape.

## 13. Winter Work Programme

- 13.1 The wetland has had 20% cut as per the MP, Simon Topham has carried out three strimmings this year and Brian Andrews (BA) has carried out six cuts of the permissive paths.
- 13.2 Patch-scraping was shelved since it is not an immediate requirement, but the small pond on Great Common between LI and BA, pond 13, was identified in the pond survey as one that could benefit from removing organic matter and ensuring that the margins are left shallow and with a very gentle gradient. It was agreed that BA should be approached with a view to cleaning and re-profiling.
- Action: CR**
- 13.3 Overhangs at Beck's Green have been cut and need clearing up.
- 13.4 It has been advised by Susan Stone and Juliet Hawkins that a meandering path should be cut around English Cottage pond. T B-F will contact the near neighbours of the pond regarding this proposal.
- Action: T B-F**
- 13.5 BA has been provided with the map for flailing and hedging over the next weeks.

2 Signed Y. Brown

Date 27/01/2024

**14. Implementation of the Management Plan 2023 - 2024**

- 14.1 The Boundary project has paused due to work pressures but should soon re-commence. The problems of identifying the boundaries in respect of Glebe Farm were discussed. T B-F will investigate the issues with LI when he deals with English Cottage pond.
- 14.2 RA will prepare the Draft Management Plan for 2024 - 25. Timetable constraints, getting it agreed by both the Parish Council and the Commoner's Association, means that the AGM will be held on 19<sup>th</sup> February 2024.

**15. Issues**

- 15.1 T B-F has yet to construct the proposed pedestrian access at Blacksmith's Common.

**Action: T B-F**

**16. Any Other Business**

- 16.1 Pauric McCloskey of RES has contacted RA with the request to have a meeting with the LMC. This was agreed and the meeting will be held via Zoom on Tuesday 28<sup>th</sup> November at 7.30 p.m.
- 16.2 There have been a number of purchases of land in recent years which could lead to new commoners being created. RA will investigate. **Action: RA**
- 16.3 The possibility of a short talk being given at the AGM was discussed. CR and JP will approach possible speakers. **Action: CR, JP**

**17. Date of the Next Meeting**

- 17.1 The date of the next Board meeting will be on Monday 15<sup>th</sup> January 2024 via Zoom.

There being no further business, the Chairman closed the meeting at 22.32 hours.

J Bedwell  
21<sup>st</sup> October 2023

3 Signed Y. O'Connell  
Date 22/01/2024