



Minutes of Committee Meeting Monday 14th March 2016 at 19.45pm Brewers Fayre, Wolverhampton Road, Oldbury B69 2BH1.

Chair JW - Open meeting 19.50 pm

1. Attendees sign in on signing in sheet – Jayne Wilkinson – Mike Poulton – Julie Buttery - Lynn Poulton – Jane Tavener – Doug Barber WLT – Bob Duncan – Ruth Page

Apologies for absence Tony Wilkinson, Simon Atkinson, Paul Stephenson

Guest – Ruth Page – Friends of Wordsley Park Vice Chair and Treasurer

2. Minutes of previous meeting/matters arising – actions incomplete due to unforeseen circumstances, general discussion to address .

Guest introductions

Ruth Page – she was invited to attend to give advice on matters including The Constitution of Rowley Hills.

Minutes were adopted as a true record from previous meeting November – matter arising discussed and signed by the Chair.

It was recorded that the Secretary Josie Cook has resigned from her post.

On behalf of the Committee JW expressed thanks to JC for all her contributions in setting up and organising the structure of the group.

MP also acknowledged that JC took on the treasurer's duties after the resignation of DP, and was also responsible for membership.

Action recorded - The resignation was formally accepted and a discussion took place to elect an interim secretary.

JB agreed to hold the post in name as supported secretary position until such time as a new secretary is elected, and to take over as treasurer.

JT agreed to monitor membership and set up a welcoming email.

It was decided to review item 3 under Membership in the Constitution, to waver the rule with a view to removing it at the AGM June to avoid a delay in new members joining due to the infrequency of committee meetings.

### 3. Membership

We are unsure whether JC sent a formal acceptance email to new members that were accepted by committee in November.

4. 38 new applications to join FORH were presented for acceptance by the committee. All ordinary applications were accepted, however JT to clarify with member applications 10, 11, 12, and 25 who have provided a Sandwell Council or Parliament email address, are to be asked if they are joining as individuals, and invite new applications providing their home email address to avoid perceived conflict of interest.

RP – Vice chair / treasurer friends of Wordsley park suggested an email thanking them for their interest, and requesting their home address and email details, because we feel it is not appropriate to use a council email address as they could be purporting not to be acting as an individual.

Action - JT is to send a new year email to all members, she will also add them to the blog to receive automatic updates of forthcoming events, once a complete list of all members is received from JC.

### 5. Finance Report 5.1 Bank Account

up to date position Money left over from GM2LF – to be spent by May ringfenced for more leaflets or ask if a pull up table flag banner can be purchased with remainder of the grant fund .

Could the remaining amount be used for promotional materials .

MP presented a quote for the supply of 1000 double side business cards at £39.60, however JC had previously pointed out that the expiry date for this quote was 18th February and could be slightly higher than that amount. JW will check the wording of the award to confirm what the remaining amount can be used for

Action JW – Contact Helen Truman to discuss this with trustees of GM2LF, will communicate to committee via email outcomes .

Finance folder, Paying In and Cheque books were given to JB.

5.2. Expenses JT was paid expenses for the website domain from GM2LF funding.

BD was paid from Awards for All for tools he has already purchased.

Action - A cheque for JC expenses was also prepared by JB – to be delivered by MP with a Flash Drive for JC to transfer all remaining data.

### 6. Awards for All

6.1 Progress DB reported delivery is progressing well.

There were two events in the half-term holiday with mixed attendance. These were held at the Wildlife Trust's Portway Hill site and Darby's Hill which is now identified as Viewpoint Open Space (as it is known locally). Events should be publicised earlier in the future to give more opportunity for people to attend.

Volunteers attended a further event at Viewpoint Open Space where tree-thinning and crown-lifting was undertaken along with bramble clearance at one of the blocks of plantation woodland.

Good progress is being made near Portway Farm where a mixed deciduous hedge is being planted along an existing fence line.

A proposed educational visit is planned for later this month from St Michaels CE High School pupils to continue planting the hedge and take part in other wildlife activities.

Children at The Oakham Centre enjoyed a bird box-making event on the Wildlife Trust's Portway Hill site in February, and MP reported positive feedback of how much the event was enjoyed by all involved. An event is planned for the near future to paint the boxes and for other activities. Regular volunteering days have been taking place on the Wildlife Trust's Portway Hill site throughout the winter months.

There are two public events at Viewpoint Open Space and Bury Hill Park arranged for 30th and 31st March respectively, subject to permission being granted by Greenbelt Holdings Ltd and Sandwell Council.

6.2 Tool Purchase A list of tools to be purchased from The Tool Market, Great Bridge was shown to the Committee by BD and MP and this was agreed in principle. MP was asked to act upon this and will produce a final list with quantities prior to purchase.

## 7. Programme of Events for 2016

JT referred Committee to the events page on the website where these are all listed. MP said that he will ask Rob Broadbent, one of our members, if he would like to give his talk on the Netherton Tunnel to FORH later in the year.

A proposed walk through Netherton Tunnel and over the top of the hill taking in the pepperpots was also mentioned.

Action - JW will contact Louise North Keep Britain Tidy WaterSide care / Canals and Riverside Trust regarding Public Liability cover for this event if we networked an event with them .

A further event has been booked for FORH to give a talk/presentation to Sandwell Valley Naturalists Club at RSPB Centre Sandwell Valley on Wednesday 5th October 2016, Committee members were encouraged to participate in this event.

8. Area Champions 8.1 Portway Hill DB reported patches of burnt grassland in several places near St Brades Close on the Portway Hill site. He also reported one of the way markers had been loosened and may need to be reset.

Nothing to report from other sites.

## 9. Website Update

JT circulated Website Statistics which show increased interest after the leaflet drop. Action -JT will welcome new members and sign them up to Newsfeed so that they get new postings delivered to their inbox as they appear on the website.

Thanks were given to Jane for maintaining an excellent website.

10. Fundraising Collecting tins were discussed and JW said licenses are not needed as we will not be doing street collections.

Fundraising at appropriate events was suggested to finance basic stationery and costs by way of tombola/raffles unless it competes with other organisations.

Various appropriate venues were suggested and talks to raise money as we have done previously. 4 11.

## 11. Correspondence

MP received email from Adam James Sandwell Council stating he has requested that signposting will be completed before the end of the financial year at the two Public Right of Way entrances to Portway Hill Open Space, one at Wolverhampton Road entrance and the other near the top of Portway Hill.

ii) Bank statements received by JC have been passed to JB. iii)

JW has contacted Leona Bird at SCVO and is on a waiting list to receive advice on various matters. 12.

## 12. Any Other Business

DB reports that seeds of yellow-rattle have been scattered in the grassland at Viewpoint Open Space.

MP reports harebell seeds collected last autumn are to be sown in suitable habitat on Rowley Hills within the next month.

Action - JW will send an email to Maria Crompton and Sunish Patel – Parks and Green spaces at Sandwell Council requesting permission to carry out Awards For All projects in conjunction with the Wildlife Trust at Bury Hill Park, Darby's Hill Road and Massey's Bank.

Action - Committee agreed contents of email sent as above .

James Morris MP visited Portway Hill site noted the Blackheath area to which his constituency is half a seat positive outcomes discussed building partnership relationships with Blackheath area

## 13. Date, time and venue of next committee meeting

No date was fixed for the AGM but a Saturday afternoon in June was suggested possibly at Oakham library and preceded by a wildlife walk across Viewpoint Open Space.

It was also agreed that another committee meeting should take place a month before the AGM to finalise details and agree on its format.

Action JW to email suggested dates for consideration by the committee.

All Actions will be collated and email sent to committee to carry out including meeting dates suggestions .

Close meeting – 22.30 pm