

**THREE BROOKS NATURE CONSERVATION GROUP**  
**Minutes of meeting 17 February 2005**

**Present:**

Steven Callow  
Rachel Callow  
Graham Cappel  
Emma Creasey  
Richard Cridland  
Paul Humphreys (BTCV)  
Garry Jones  
John Morris  
Alan Stealey  
Clare Thompson  
Stuart Thompson  
Hannah Watts

1. Paul Humphreys thanked those present for coming. He explained that the purpose of the meeting was to formally set up the group, agreeing a draft constitution and electing four "officer" posts. He made it clear that the meeting had been well promoted and that the attendance was more than sufficient for the business to proceed in a fair and proper manner.

**Name of Group**

2. Members agreed that the group should be named the Three Brooks Nature Conservation Group.

**Election of Officers**

3. PH outlined the duties and responsibilities of the different officers, and then asked attendees for nominations. The following people were appointed as officers:

Chair: Hannah Watts (nominated by John Morris)  
Vice-Chair: Garry Jones (nominated by Graham Cappel)  
Secretary: Emma Creasey (nominated by Richard Cridland)  
Treasurer: Steve Callow (nominated by Emma Creasey)

**Draft Constitution**

4. The majority of the meeting was concerned with agreeing a draft constitution. JM explained that a group with a formal constitution is eligible to apply for council grants.
5. The resulting draft constitution is attached to these minutes. In discussing the constitution the following points were raised;
  - a. The agreed objectives should be reviewed in six months' time.
  - b. The group were undecided whether membership forms should be freely available (e.g. in the library/on the Internet) or whether they should only be handed out by existing members once a prospective member had confirmed their interest by turning up at a workday. *Action: discuss at next meeting?*
  - c. Two further members are to be elected to the Executive Committee. Ideas for posts for these officers included Press and Publicity and Education. *Action: to be put on agenda for next meeting and officers to be formally elected.*
  - d. The group noted that it needed to be fully insured before going out on workdays. When Paul is present the group is covered by BTCV insurance. It is possible that the group might be covered by the council's insurance but the council would need to be informed in advance.

*Actions:*

EC to type up the draft constitution and circulate it round the executive officers for comment, in advance of its formal agreement at the inaugural meeting of the group.

EC to draft a membership form.

PH to send current membership database to EC, following members' consent that they are happy for him to do this.

**Other issues**

6. Other issues and queries raised during the meeting were as follows:
  - a. Formally the nature reserve is owned by South Gloucestershire Council, and managed by its Community Spaces Development team. In response to questions about what work is currently underway, JM explained that the desilting of the lake has now finished. Banks along the brooks are being built up to make them safer and some

extra paths are being made. On the far side of Savages Wood, a new soakaway bridge is being built and a path made leading from Ellicks Close up to Tesco. Two newt ponds are being created.

- b. Paul has put in a grant application to enable him to continue training local groups on the Three Brooks reserve.
- c. JM reported that we are currently in the 2<sup>nd</sup> year of 3 years of funding received from English Nature to set up the reserve. There is more money for implementation in the 3<sup>rd</sup> year which can be spent on gateway signs, etc.
- d. Motorbikes/quad bikes on the reserve are a major concern that the group would like to tackle. The council are working with the police on this matter.
- e. The group is interested in recording the wildlife on the reserve. We could consider working with the Bristol and Regional Environmental Records Centre (BRERC) on this.