

**Herefordshire Local Biodiversity Partnership
Project Management Group Meeting
Minutes and Action Points
28th April 2009
Plough Lane Offices**

PRESENT:

Nicky Davies	ND	Herefordshire LBAP Co-ordinator
Jo Hackman	JH	Herefordshire Council
Juliette Wheatley	JW	Herefordshire Council
Fran Griffith	FG	Herefordshire Nature Trust
Steve Roe	SR	Herefordshire Biological Records Centre
Nick Smith	NS	Forestry Commission
Jeff Edwards	JE	Natural England
Anthony Muller	AM	Natural England

ITEM		ACTION
1.	APOLOGIES None	
2.	MINUTES OF LAST MEETING Minutes agreed to be a true record of previous meeting.	
3.	MATTERS ARISING FROM PREVIOUS MINUTES <ul style="list-style-type: none"> • LBAP funding: Funding Confirmation Letter - AM to source letter • UK BAP reporting round on BARS – Nothing to report as yet re: outcomes. ND to circulate when results published • Highways HAP – Successful visit to Telford & Wrekin Council organised by FG & ND • Orchard Biodiversity Project – Mentioned in Newsletter and Report circulated • Lugg IDB BAP Group – Fran Griffiths to join this group in the future • Yasmin Lynes report still hasn't been circulated. ND to do this • Communication plan to be sent out to partners • FC Woodland Birds in decline guidance. 80% money for operations towards the bird conservation under EWGS. This will be made available as a pdf doc in a couple of weeks once it has received national approval. • Pine Martens have been located at New House Wood nr Craswall. FC will undertake a one-off survey to determine presence / absence and following that, make management recommendations. ND to contact neighbouring BBNPA to see if they have any nearby records. 	<p>AM</p> <p>ND ND</p> <p>ND</p>
4.	QUARTERLY REPORT Nicky circulated her quarterly report JH Discussed change of format of the report. It was decided to add an extra column of "Miscellaneous" to the Report to cover other work not outlined in NE core services It was agreed to add in an extra column entitled "Future Meetings" JE Queried shaping of work plan – requested to see outputs, suggested areas of work to incorporate, and highlighted the need to target areas of work for next year. AM to send Worcs BAP template via email to ND ND pointed out timescales would be needed to ensure it is SMART.	<p>ND</p> <p>AM</p>

ITEM		ACTION
	<p>AM Suggested that group give ND a steer on these issues and determine between ND & partnership work</p> <p>JW Asked if a column on Quarterly Progress/Actions could be added to show ND's work priorities (ranked) and relate to core services</p> <p>ND/JH To meet and discuss this further to modify the template and make NE core services less of a driver</p> <p>AM Suggested distributing priorities for ND's post this year before next meeting</p> <p>ND Environment Agency - Changes to be undertaken on BARS by ND within next quarter</p> <p>Cross Border Groups - ND attended Strategic Cross Border Group</p> <p>Offa's Dyke regeneration strategy Consultation – ND to send out papers</p> <p>FG Offered congratulations to ND on Newsletter which has very large distribution and readership – suggested links to HNT website</p> <p>JW Noted very good response to 'What's that snake' promo event at Plough Lane's Atrium with excellent feedback received and recommended this as a suitable venue for Groups to hold future presentations</p> <p>SR To circulate IDB map</p>	<p>PMG</p> <p>ND</p> <p>ND/JH</p> <p>PMG</p> <p>ND</p> <p>ND</p> <p>SR</p>
5.	<p>Funding and Communication Strategies</p> <p>Framework has gone out - ND creating strategy over the next year – Comments to be received by Friday 15th May</p> <p>AM asked for recent versions of funding strategy framework and communication strategy</p>	<p>ND</p> <p>ND</p>
6.	<p>Website</p> <p>ND has met with IT Team regarding overhauling the website awaiting approval in conservation Team work plan. ND outlined the new format envisaged for the site and confirmed that the website address would remain the same.</p> <p>There was some discussion regarding time spent on this work but agreed that ND had foreseen this aspect and had planned this in.</p> <p>ND to record time spent on website overhaul.</p>	<p>ND</p> <p>ND</p>
7.	<p>Quarry BAP</p> <p>Bernie Higgins at Tarmac not responding ND continuing plan creation.</p> <p>Action Plan - draft Plan in place & circulated to relevant partners for consultation before going out to wider group for comments.</p> <p>Inventory of Sites that have received Planning Applications being undertaken by Debbie Klein – will circulate to relevant parties for further input</p> <p>Action Plan will be circulated end of the month</p>	<p>ND</p>
8.	<p>Project Updates</p> <p>ND updated on current Projects</p> <p>Big Apple – Blossom time event to be held 3rd & 4th May</p> <p>Butterflies in the Malvern Hills Report. To be circulated to JH & NS after permission obtained from Jenny Joy (BC)</p> <p>FG – Discussed the Million Ponds Project aiming to create/restore one million ponds nationally by 2050. A meeting will be held on 18th May to look at how Herefordshire can be part of this. Richard King (HART) is co-ordinating the meeting.</p> <p>Geodiversity Action Plan has been printed and distributed by Earth</p>	<p>ND</p>

ITEM		ACTION
	<p>Heritage Trust FG – Discussed roadside verges – asking people to suggest sites and take part in voluntary surveys Community commons. This is continuing although Tim Breakwell is possibly leaving in the next few weeks JH – Reported that NI197 target has been met for this year Forestry Commission are holding a consultation on open woodland habitats and will email partners with the link for input. Hay to Hereford landscape scale project co-ordinated by the Woodland Trust – awaiting funding £50,000 from HLF. Project to include Partnership delivery of habitat restoration, wildlife corridors, linkages, etc. Wanting to employ a consultant to oversee this work. FG will update Credenhill Park Wood. This has now been clear felled and longhorn cattle will be put on the site to graze. Ongoing/mainstay of work gaps/strengths/weaknesses to be identified</p>	<p>NS FG PMG</p>
9.	<p>Natural England Involvement Jeff Edwards will no longer be attending PMG meetings as Anthony Muller is now LBAP contact (including Worcs & Warks LBAP steering groups) ND suggested AM attended LBAP meeting to be held in Reading in June to get up to speed. ND to send out meeting details</p>	<p>ND</p>
10.	<p>AOB</p> <ul style="list-style-type: none"> • WMBP steering group meeting representation. JH agreed to attend the next steering group meeting on 16th June to represent the HLBAP • Habitat Targets review. WMBP are going into an informal consultation with LBAP partnerships to look at future habitat targets. The consultation will take place in May where consultants (Tweek) will be seeking views as to whether or not proposed targets are deliverable. • There is going to be a workshop on 25th June and will include LBAPs partner organisations. This will help form the response to the regional assembly environmental policy in the RSS. ND to co-ordinate. • Local Opportunity Mapping & Green Infrastructure. JE touched upon a previous meeting where he talked about this subject and he wants to know exactly what is going on. JW explained that both Bridgit Symons and Chris Mayes have only just been released to focus their work on this. JH mentioned that we need funding in order to take this further. JE explained that there is a limited pot for the region and that cases need to be put to him once we have decided upon how we take this further. • Water Framework Directive. FG asked what is happening within the Council with respect to the WFD and Local Authorities consultation. The general feeling was that aspirations have been set very low. JW suggested that we discuss it internally. The closing date for the consultation period is 22nd June. 	<p>JH ND</p>
11.	<p>DATE AND TIME OF NEXT MEETINGS 21 July 2009 – 2pm – Kington Room, Plough Lane. 20 October 2009 All meetings are planned for 2pm start. Venue for future meetings to be confirmed.</p>	