

Eric East Memorial Lake Management Committee (LMC)

Dear Cllrs and non-elected committee members

Cllrs are hereby summoned, non-elected committee member are invited to a meeting of the Lake Management Committee full details are below. If you require a paper copy of this agenda or supporting documents please let me know at least 24hrs before the start of the meeting.

Signed: Janet Quest-Musson, Parish Clerk

Dated: 28 June 2022

Wednesday 6 July 2022 at 7pm Oliver Roper Parish Meeting Room

1. Membership:

Parish Council - Cllrs R Sheldon MBE, N Lyons (Chair), N Greaves, M Bindley
Featherbenders and Flyfishers - Mr Robert Spaight
27th Lincoln Scouts - Mr O Chapple
Parishioners - Mr T Magri, vacancy NOTE - ask if anyone has come forward

Note deputies: Mr S Chaloner (Featherbenders and Flyfishers), Mr F Firth (27th Lincoln Scouts), Mrs S Lyons and Mrs A Houghton (Parishioners)

2. Chair's welcome and apologies for absence
3. Public time (20 mins) - members of the public may ask questions or make short statements to the Committee
4. Declarations of interest and declaration of gifts and hospitality over £25
5. Approval of minutes of meeting 16 March 2022 [Click here](#)
6. Review of agreed actions from previous meetings

Date	Actions	By whom	Appendix
Ongoing	Review extracted ROSPA report actions – See outcomes in italic in appendix A	Committee	A
Ongoing	Review Lake maintenance plan and map – draft plan to be brought to a future meeting. The plan will address the issue of ragwort and limited access by pushchairs and wheel chairs. <i>See appendix B for report but Fly Fishing Club were not represented at the meeting so there will need to be need a contribution from the Club to finalise this document. Schedule was agreed in principle subject to a site meeting at a future date with the Fly-fishing club when some amendments might be made.</i>	Mr R Spaight Cllr Lyons	B
4 Aug 21	Overhanging branches to cut back with a telescopic saw. Mr Fran Firth will undertake this work supported by Mr O Chapple. Risk assessment to be provided before the work commences.	Mr F Firth Mr O Chapple	
4 Aug 21	The use of temporary “fire bowls” above the ground (like split oil drums) was broadly supported. A formal proposal and risk assessment to be presented to the LMC. <i>As no scout representative at this meeting this will be carried over to the next meeting</i>	Parish Clerk	C

17 Nov 21	Amber and Red risk assessments which would include a volunteer doing maintenance on the site using a tractor has not yet been agreed by the Parish Council	Parish Clerk	
17 Nov 21	Cllr Lyons and Bindley to carry out the inspection on ash die back	Cllr Lyons Cllr Bindley	
17 Nov 21	Feb 2022 fencing contractor has assessed the fencing behind the parking area and behind the wood pile and will provide a quote for replacement or repair	Parish Clerk	
16 Mar 22	Dedication bench – this has been ordered and should be delivered in the next 2 months. It will be placed in position at the agreed site rather than being fixed to allow for relevant maintenance.	Parish Clerk	
16 Mar 22	Planting, Grass and tree guard removal risk assessment to be placed on website	Parish Clerk	

All actions from previous meetings have been completed or listed above

7. Financial matters

a. Expenditure to authorise –

29 April 2022 TFM Stores Deep water signs £222.49

b. Income to note –

17 June 2022 Scouts Rent £1

5 May 2022 Flyfishing Rent £1

c. Financial report 2022/23

Budget £2000 Spend £222.48

d. **2021/22 maintenance expenditure report** (see below) To consider the report with a view to splitting costs, as per lease agreements, at 1/3rd each between Parish Council, Flyfishing and Scouts. It was previously agreed future calculation would only take account of funds spent on maintenance issues. For completeness all expenditure is itemised below for the committee to consider

Simon Richardson	Topping lake	90.00
Janet Guest	title deed search	19.00
Janet Guest	bulbs for lake	119.99
Hill Holt in the Community	Sign for Lake	210.00
Elite signs	signs for lake	976.00
PK Pest Control	removal of wasps nest	45.00
The British Horse Society	rag wort forks	98.95
Landlife Wildflowers	bulbs for lake	177.50

8. Correspondence received - none

9. Verbal reports to be received from Wildlife Group, 27th Lincoln Scouts and Lincoln Featherbenders and Flyfishers

10. Health and Safety – review of current Lake Risk Assessment <https://thorpe-hill.parish.lincolnshire.gov.uk/downloads/download/6/eric-east-memorial-lake-risk-a?downloadID=6>
11. Review of completed current (April 2022) monthly lake inspection report and agree who is responsible for future inspections. Mr Spaight agreed to carry out the inspection until June 2022.
12. Dates for future meetings to be agreed

Appendix A – Extracts from ROSPA report dated 3rd July 2020 outstanding items only

ROSPA commented - If our recommendations are implemented the risk of someone drowning or being injured is likely to be at an acceptably low level, in relation to other water sites across the country. **BOLD type indicates the item is not complete**

No.	Area	Recommendation	Priority	LMC agreed actions	Action by	Comp date
6	Residents, visitors and families	Encourage water safety education at the local primary schools as pupils are likely to visit the lake with friends or family.	High	Discuss with the School water safety talks in general and not specifically with regard to this lake. Not all pupils at the school are in the parish and therefore not eligible to visit the lake. <i>Cllr Lyons to contact the school to discuss the action</i>	Cllr Lyons	

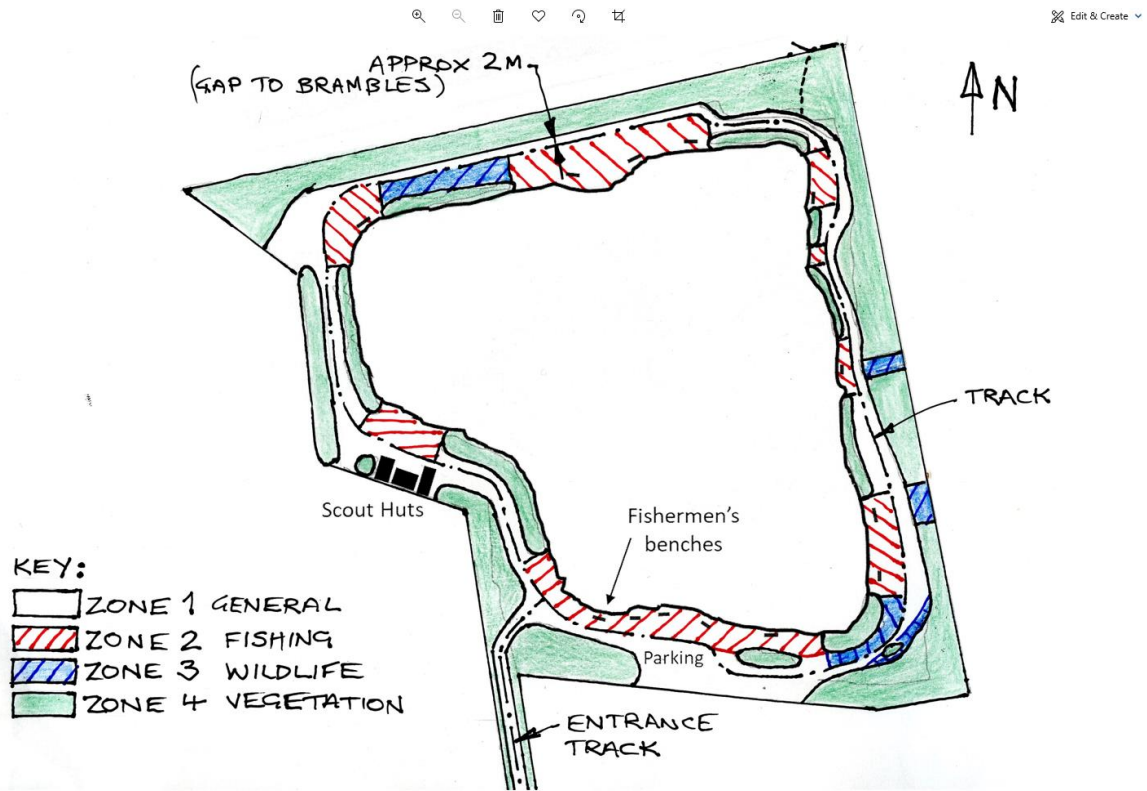
Appendix B – Eric East Memorial Lake Maintenance Schedule DRAFT

		When /Frequency	Spec	Location
1	Car Park	3 times p.a.	3 inches, rustic appearance	Zone 1
2	Entrance track Verge RH side	3 times p.a.	3 inches, rustic appearance, cut back/top any brambles which encroach onto path	Zone 1
	Entrance track Verge LH side	3 times p.a.	As above but avoid saplings and small trees	Zone 1
3	Areas close to fishing benches (TBC)	TBC	TBC: Spec and frequency to be determined by fishing club, in designated fishing areas between lake shore and track. Cutting can be done by volunteers with approval of LMC, or by contractors. Avoid removal of any and all reeds.	Zone 2 TBC
4	Scout Huts	3 times p.a.	3 inches rustic appearance	Zone 1
5	Brambles along Northern perimeter	2 times pa.	Top to approx. 3 inches 2m either side of track, except in areas where wildflower zones are in place	Zone 1

6	Track around lake	2 times p.a.	Top to approx. 3 inches	
7	General areas	3 times p.a.		Zone 1
8	Wildlife /wildflower zones + wood pile	March/April (Exact time to be determined)	3 inches (ideally cuttings to be raked off by volunteers)	Zone 3
		August	1 ½ inch (ideally cuttings to be raked off by volunteers)	Zone 3
		October	1 ½ inch (ideally cuttings to be raked off by volunteers)	Zone 3
9	Overhanging tree branches	As required	Manually trim back	Zone 4
10	Removal of self-seeded saplings	As required	Periodically remove / cut-back, as required so access around the lack track remains unimpeded	Zone 4

Notes:

1. In column **When/Frequency** 3 times p.a. typically indicates March, June and October and 2 times p.a. indicates March/April and October. These are indicative only and in practise will be adjusted according to prevailing conditions
2. Grass cuttings must be disposed of in an unobtrusive fashion ad not simply piled up. A good location is in the SE corner of the lake behind the wood pile. Grass should not be piled up in the front of the wood pile.
3. The exact timings of the topping, cutting and strimming will need to be determined by prevailing weather conditions



Appendix C

FORMALLY REQUEST that the Scout Group should be allowed to have fire pits above ground properly supervised and within the limits of the risk assessment and their Lake Licence.

Oliver Chapple, Group Chairman, 27th Lincoln (1st Thorpe-on-the-Hill) Scouts received on 21 Nov 2021

Risk assessment for fire pit

WHAT ARE THE HAZARDS	WHO MIGHT BE HARMED	LIKELIHOOD	EXISTING CONTROLS	ADDITIONAL CONTROLS REQUIRED	LIKELIHOOD AFTER CONTROLS
FIRE HAZARD	BYSTANDERS MAY GET BURNT BY FIRE OR SPARKES	HIGH	BYSTANDERS TO BE KEPT TWO METERS FROM FIRE AND DOWNWIND	SCOUT LEADERS AND HELPERS	LOW
FIRE GETTING OUT OF CONTROL	BYSTANDERS AND LEADERS	LOW	FIRE TO BE LOADED WITH DRY WOOD AND WATER FIRE BUCKET ALWAYS HANDY	SCOUT LEADERS AND HELPERS	LOW
HOT METAL OF THE FIRE PIT	BYSTANDERS AND LEADERS	MED	LEATHER GLOVES AND METAL TONGS TO BE USED WITH WATER FROM THE BUCKET TO COOL DOWN METAL	SCOUT LEADERS AND HELPERS	LOW
UNSTABLE FIRE PIT	BYSTANDERS AND LEADERS	LOW	SUPPORT BTO BE STABLE, THREE LEGGED AND LEGS WELL SPREAD	SCOUT LEADERS AND HELPERS	LOW
SMOKE AND SMELL	BYSTANDERS LEADERS AND NEIGHBOURS TO THE LAKE	MED	DRY WOOD TO BE USED ONLY AND NO RUBBISH OR PLASTIC	SCOUT LEADERS AND HELPERS	LOW
PRESENCE OF FIRE PIT ENCOURAGING NON-SCOUT USE	GENERAL PUBLIC , TURF AND WOODLAND	HIGH	FIREPIT/S TO BE REMOVED AND STORED OUT OF SIGHT WHEN NOT IN USE		LOW
RESIDUE FROM FIRE ENCOURAGING OTHERS TO LIGHT FIRES	VISUAL IMPACT ON THE LAKE	HIGH	ALL FIRES TO BE THOROUGHLY EXTINGUISHED WITH WATER AND THE CHARCOAL TO BE DISPOSED OF OUT OF SIGHT OR REMOVED FROM THE LAKE		LOW

LIKELIHOOD KEY

LOW = UNLIKELY RISK OF ACCIDENTS

MED = LIKELY RISK OF ACCIDENTS CAUSING HARM TO PERSONS

HIGH = LIKELY RISK OF ACCIDENTS CAUSING EXTENSIVE HARM AND/OR DEATH TO PERSONS