

Minutes of TOTH Lake Management Committee (LMC)

6 July 2022

LMC 22.14 Chair's welcoming remarks - Cllr Lyons (Chair) opened and chaired the meeting

LMC 22.15 Public time no issues were raised

LMC 22.16 Lake Management Committee

1. Membership: Cllrs R Sheldon MBE, N Lyons (Chair), N Greaves, M Bindley, Mr R Spaight (Featherbenders and Flyfishers), Mr O Chapple (27th Lincoln Scouts), Mr T Magri, Vacancy (Parishioners)

Deputies Mr B Hopkinson (Featherbenders and Flyfishers), Mr F Firth (27th Lincoln Scouts), Mrs S Lyons and Mrs A Houghton (Parishioners)

2. Present: Cllrs R Sheldon MBE, N Lyons (Chair), M Bindley, Mr R Spaight, Mr T Magri, J Guest-Musson, Parish Clerk, Mr O Chapple, 1 members of the public
3. Apologies: Cllr N Greaves
4. Declaration of interest and declaration of gifts and hospitality over £25: none

LMC 22.17 Minutes of the meeting of 16 March 2022 were accepted as a true record.

LMC 22.18 Review of outstanding agreed actions

The following actions were discussed and agreed actions from the discussions noted in *italics*

Date	Actions	By whom	Appendix
Ongoing	Review extracted ROSPA report actions – See outcomes in <i>italic</i> in appendix A	Committee	A
Ongoing	Review Lake maintenance plan and map – <i>was agreed and will be put on website</i>	Parish Clerk	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>This was approved see Appendix C and risk assessment to be placed on website. Fire Pits will be used next to scout hut or around the car parking area.</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	Cllr Lyons and Bindley	
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	Parish Clerk	

	quote for replacement or repair		
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	<i>Completed</i>	

All actions from previous meetings have been completed or listed above

LMC 22.19 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 £220.48

d. **2021/22 maintenance expenditure report** (see below) the report was considered and it was agreed to split the following maintenance costs, at 1/3rd each between Parish Council, Fly-fishing and Scouts, as per lease agreements and the Parish Clerk will raise an invoice.

Simon Richardson	Topping lake	90.00
PK Pest Control	removal of wasps nest	45.00

Action Parish Clerk

LMC 22.20 Correspondence received – none

LMC 22.21 Verbal reports received as follows

Wildlife Group – have had some volunteers working on removal of dock, nettles and some ragwort.

Ragwort spreading was discussed and it was agreed to top the area as necessary particularly around the parking area and scout huts where it might spread to neighbouring fields. **Action Mr Magri**

Watering the newly planted trees is hard but still some trees are dying. However birds are nesting oyster catchers, green woodpeckers, mallard ducks and geese. Tried to grow wildflower plugs but all died in this dry weather. 19 July late AM taking 200 local school children at the lake maybe for 1½ hours.

A member of the fishing club offered some saplings for planting in the lake. It was agreed Mr Magri would get in touch with him **Action Mr Magri**

Fly-fishing Club – reported that a polite group of teenagers were recently spotted swimming in the lake and climbing on top of the scout hut. Deep water signs are in place as a warning not to swim. 30 July some volunteers will cut the banks as per the maintenance programme and if there is any other work to do please let them know **Action Mr Spaight**

Water level is low and receding quickly. Restocking fish monthly. There is a club day in Sept or Oct date to be confirmed.

Scouts – it was requested that an amendment to point 8 of the original ROSPA report be amended regarding the use of the scout ring. **Action Parish Clerk**

In the Witham Herold there was an article regarding the police main priority is tackling issues in open spaces and ring 101 if any problems. Overhanging tree on the scout hut has been removed. Have done 2 – 3 canoeing sessions and they are happy with what's happening.

LMC 22.22 Health and Safety – review of current lake risk assessment no comments received

LMC 22.23 Monthly Lake Inspection it was agreed Mr Chapple carry out the inspections for the coming months and the inspection sheet master be sent to him. **Action Parish Clerk**

It was reported that there has been a slight increase in dog fouling in the last 2 months and this will be monitored in the monthly inspections. Cllr Lyons mentioned there might be a slight amendment to the schedule and if so this will be brought to the next meeting **Action Cllr Lyons**

FUTURE MEETING DATE – Wednesday 5 October 2022

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>Mr Magri to discuss with school on lake visit in July 2022</i>	Cllr Lyons	

Appendix B Eric East Memorial Lake Maintenance Schedule

		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	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	2 times pa.	Top to approx. 3 inches 2m either side of track, except in areas where wildflower	Zone 1

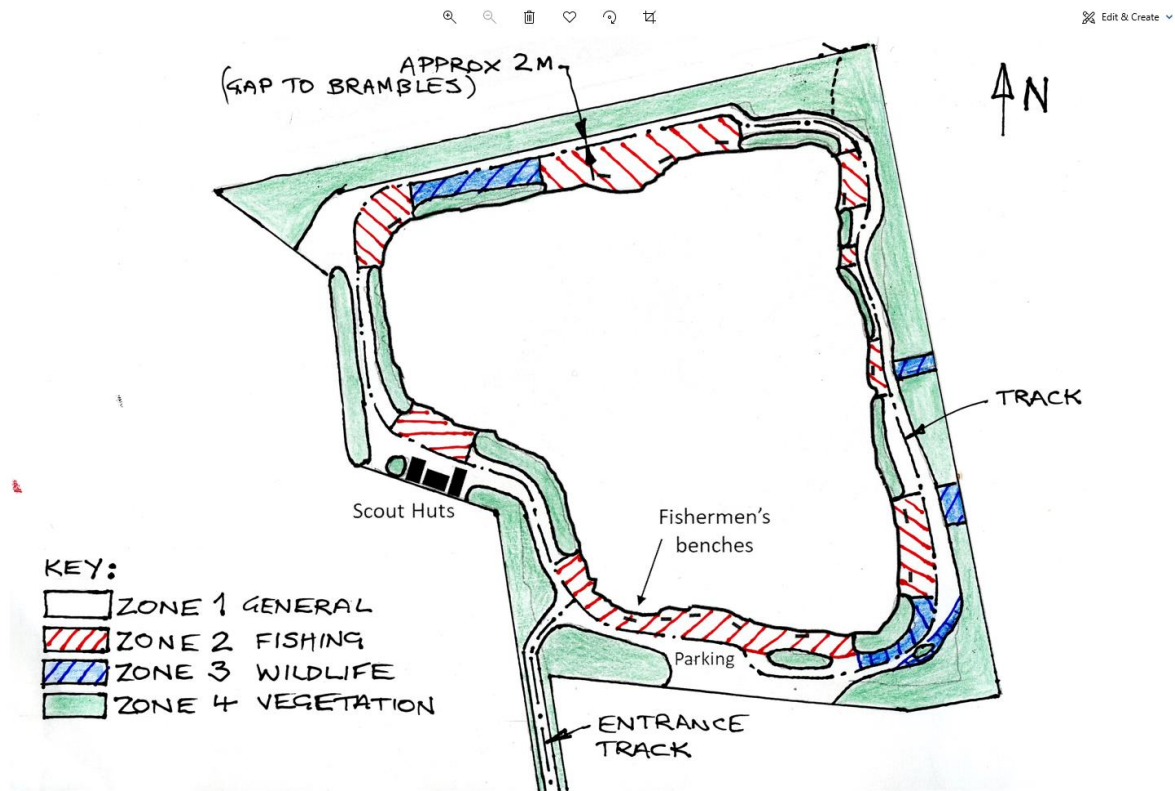
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	perimeter		zones are in place	
6	Track around lake	2 times p.a.	Top to approx. 3 inches	
7	General areas	3 times p.a.		Zone 1
8	Wildlife /wildflower zones + wood pile	March/April (Exact time to be determined)	3 inches (ideally cuttings to be raked 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

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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	LIKELYHOOD	EXISTING CONTROLS	ADDITIONAL CONTROLS REQUIRED	LIKELIHOOD AFTER COINTROLS
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

Fire pits to be used either near the scout hut or if there is a larger camp near the car parking area

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