

ACTION PLAN FOR 2018 – 19

Reserve: Cymbeline Meadows

Date document put together: 4th March 2018

This action plan to run from April 2018 – March 2019

		Month/Year	Priority	Volunteers	Ranger/CBC	Contractor
1	Redesign and produce site information panels x 4. Work with CNHS to collect up to date wildlife data for the site.		2			
2	Implementation of hedgerow management plan	Winter	1	✓	✓	✓
3	Check all kissing gates and gates are fully functional, mend as necessary. Check ground surface for erosion around gates/kissing gates, top up where necessary.	03 - 07	1	✓	✓	
4	Patrol fortnightly	On going	1		✓	
5	Repair driveway pot holes as required	On going	2			✓
6	Continue monitoring contract cyclical grounds maintenance work. Meet idverde contractor to reiterate what is required in Charter Wood.	On going	1		✓	
7	Top hedge near picnic benches where flail can't reach		1	✓	✓	
8	Check water meters on six monthly frequency	Mar & Sep	1		✓	
9	Picnic area - Cut back vegetation around picnic benches, kissing gates and pathway as required during growing season	Spring / summer	1	✓	✓	
10	Rest of site - Cut back vegetation around benches, kissing gates, entrance gates and way markers as required during growing season	Spring / summer	1	✓	✓	
11	Thinning Charter Wood – staff and volunteers to continue thinning the western end of Charter Wood; Essex Arb to finish the Eastern end.	Winter	1	✓	✓	✓
12	Sand down picnic benches and replace 3 bench tops	Summer	2	✓	✓	
13	Liaise with and check tenant complies with stipulations and grazing requirements on FBT.	On going	1		✓	
14	Face back hedge on PROW near golf course if required	Winter	2	✓	✓	
15	Monitor woodland trail marker posts and farm trail marker posts – replace where necessary if rotten	Summer	2	✓	✓	
16	Emergency tree work contingency					✓
17	Work with ECC and PROW to investigate overflowing drain on the edge of rail line subway and get fixed.	asap	1		✓	
18	Investigate pollarding willows on ditch line of 'little meadow' – felling licence required?	Winter	2		✓	
19	Wetland improvement project and general improvements to River Colne – joint project with Essex Wildlife Trust, Environment Agency and Anglian Water	Summer	1		✓	
20	Sky lark survey of the site, three occasions, April, May, June	Spring	1		✓	
21	Install another barn owl box in the river side meadows, work in conjunction with EWT		2	✓	✓	
22	Install bird boxes in Charter Wood to replace rotten ones originally installed on posts within the developing woodland		2	✓	✓	
23	Investigate installing sparrow boxes, bat boxes and swift/swallow boxes on barns		2	✓	✓	
24	Re fix brick onto drain cover – grazing meadow	asap	1		✓	
25	Cut back entrance into yard and the yard area its self	asap	1	✓	✓	
26	Clear bramble from cattle hold and fell dead elm	asap	1		✓	
27	Survey for Badger activity in event field		2		✓	
28	Supply posts for stock fencing general repairs	Summer	2		✓	
29	Replace ramp to picnic area bridge		1			✓
30	Scan in farm trail leaflet and make available on line – see if it can be updated / amended.		2		✓	
31	Chip brash near car park and along easy access path		1		✓	
32	Install post near water meter near entrance to Lexden Lodge		1		✓	
33	Survey risk zone 3 – tree safety check, record findings on Arbotrack & carry out any resulting work		1		✓	