

Action Plan 2020 – 2021

This action plan runs from April 2020 -March 2021

Site: Cymbeline Meadows Date document put together: 23 rd April 2020		Month /Season	Priority	Volunteer	Ranger	Contractor
1	Patrol, including litter picking the site fortnightly, with more frequent visits as necessary to deal with any reports of problems or issues as they arise.	On going	1	✓	✓	
2	Monitor Grounds Maintenance Contract (GMC) schedule of work: <ul style="list-style-type: none"> Mow Bakers Lane entrance and both sides of driveway, car park surrounds, by hard surface path from car park to picnic sites, around picnic tables and farm trail way markers monthly. Paths and glades throughout Charter Wood & around all posts, gates and benches 4 times during growing season. Strim path edges throughout to reduce encroachment to maintain a width of 2.5m 3 times during growing season. Strim each side of wooden boardwalk in Charter Wood 3 times during the growing season. Strim stream bank on eastern boundary path of Charter Wood 2m width once in the season. Litter pick car park and along main drive. Maintain surface path to picnic areas by spraying off weeds (or equivalent) twice a year. 	On going	1		✓	✓
3	Review the GMC and the meterage cut etc and amend as necessary	Winter	2		✓	
4	Install interpretation map signs at the 4 entrances to site	Summer	1	✓	✓	
5	Continue to implement the actions in the hedgerow management plan for the site	Autumn / Winter	2	✓	✓	✓
6	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.	Summer	1	✓	✓	
7	Repair driveway pot holes as required – investigate if S106 money can be used to fix the large area of track breaking up near entrance.	Summer	1	✓		✓
8	Finish topping hedge near picnic benches where flail can't reach.	Winter	1	✓	✓	
9	Check water meters on six monthly frequency.	On going	1		✓	
10	Picnic area - Cut back vegetation around picnic benches, kissing gates and pathway as required during growing season. Investigate putting on GMC	Spring Summer	1	✓	✓	
11	Rest of site - Cut back vegetation around benches, kissing gates, entrance gates and way markers as required during growing season. Investigate putting on GMC	Spring Summer	1	✓	✓	
12	Thinning Charter Wood – staff and volunteers to continue thinning the western end of Charter Wood; Arb Contractor to finish the Eastern end – in line with felling licence.	Winter	2	✓	✓	✓
13	Sand down and treat picnic benches and benches	Summer	1	✓	✓	
14	Liaise with and check tenant complies with stipulations and grazing requirements as set out in the Farm Business Tenancy Agreement.	On going	1		✓	
15	Check the golf course has cut back the hedge on PROW to maintain access on the boundary of the site. Contact the golf club if necessary.	Autumn	2		✓	
16	Monitor woodland trail marker posts and farm trail marker posts – replace where necessary if rotten.	Summer	1	✓	✓	
17	Make farm trail leaflet available online (working with Communications team)	Autumn	1		✓	
18	Complete any tree work required as a result of the annual tree safety survey plus any emergency tree work as arises	Winter	1		✓	✓
19	Re-pollard willows on ditch line of 'little meadow' as they are starting to collapse	Winter	2	✓	✓	✓
20	Work on river restoration and alternative cattle drinkers project – joint project with Essex Wildlife Trust (EWT), Environment Agency and Anglian Water.	On going	1		✓	
21	Install 2 barn owl boxes in the river side meadows – donated from TCV corporate volunteers.	Autumn	2	✓	✓	
22	Monitor and record site wildlife including badgers, otters, water vole, bats, butterflies, birds etc. Working with EWT, Essex Bat Group	On going	1	✓	✓	

23	Install sparrow boxes on the yard buildings. Investigate installation of other nest boxes.	Summer	2		✓	
24	Supply posts for stock fencing general repairs.	Autumn	2		✓	
25	Colchester Woodland Project – investigate suitability / feasibility of large tree planting project on site	On going				
26	Investigate putting in a gate on the entrance track just past the small car park to restrict vehicle access to the wider site and to improve site security – liaise with site residents	On going	2		✓	
27	Produce and display action plan for 2021 - 2022	Spring	1		✓	