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To All Members of the Keynsham Nature Action Plan Working Party:

Keynsham Town Councillors: Edmund Cannon, Caroline Leonard and Andy Wait

cc. All Other Town Councillors

Dear Member

You are requested to attend a meeting of the Keynsham Nature Action Plan Working Group to be held in the **TOWN COUNCIL OFFICE, 15-17 TEMPLE STREET, KEYNSHAM, on WEDNESDAY 13th March 2024 at 7 p.m.**

The Agenda for the meeting appears below.

Signed on 7th March 2024.
Dawn Drury, Town Clerk

EMERGENCY EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit and proceed to the assembly point: Grassed area past St. Cadoc House, Temple Street.

Arrangements are in place for the safe evacuation of disabled people.

Purpose of Group: To produce a Keynsham Nature Action Plan. (KNAP)

AGENDA

- 1. APPOINTMENT OF CHAIRMAN**
To appoint a Chairman for the duration of the meeting.
- 2. APOLOGIES FOR ABSENCE**
To receive and accept any apologies for absence.

3. NOTES OF MEETING OF 23 NOVEMBER 2023 (attached)

RECOMMENDED:

To approve the notes of the last meeting on 23 November 2023.

4. B&NES TEMPLATE NATURE ACTION PLAN

REMINDER: To note that it was agreed to use the template as a guidance document only.

5. TO REVIEW EXAMPLES OF NATURE ACTION PLANS COMPLETED BY OTHER LOCAL COUNCILS.

REMINDER: To note that:

The Working Party agreed that the first ten pages of the Frampton Cotterell Parish Nature Action Plan were a good model to follow. Also using a flexible timeline similar to the one produced by Patchway would be beneficial in the Keynsham Plan.

It was agreed that the plans of Yate, Dodington and Winterbourne would not be used as template examples.

6. KEYNSHAM NATURE ACTION PLAN TEMPLATES (Attached- Canva and Word versions with dummy text)

The Business and Community Engagement Officer suggested that the Canva version template is used as this is easier to use and will produce a quality document.

RECOMMENDED

(i) To receive and note.

(ii) To agree on a template to use for the Keynsham Nature Action Plan.

The Working Party agreed at the last meeting that sections of the KNAP should include:

- Contents page
- Introduction – refer to Keynsham’s agreed NDP Vision
- Clear aims and objectives refer to those in the E & S Plan
- Mapping Nature/Green spaces within Keynsham that would be included in the plan. Mapping in respect of tree coverage and areas prone to flooding. Native/ancient hedgerows included B&NES Memorial Park tree trail as appendices document. Habitat and climate maps.

- Record areas that have Tree Preservation Orders and distribution of trees (include maps).
- Actions for nature recovery – tree giveaways, wildflower seed giveaways, hedgehog highways installation of bird and bat boxes (example of the latter those installed at the Cemetery).
- Reduction of Carbon Footprint and promote waste reduction.
- Increase connectivity through the creation of wildlife corridors.
- List of key Stakeholders and facilitate stronger collaborative working with Stakeholders. Produce a Stakeholder Communication Plan (Business and Community Engagement Officer to action).
- Understand current species and habitats across the town. Include Avon Wildlife Trust Report as an appendices document.
- Increase community engagement and communication in respect of local nature.
- Ensure climate and nature issues are incorporated into the Parish Council decision making process.

RECOMMENDED:

To confirm that the Working Party are still happy with the contents of the plan as above and to make any additions.

7. KEYNSHAM GREEN SPACES TO BE CONSIDERED FOR THE PLAN

To note that:

The Working Party members agreed the following Keynsham Green Spaces to include in the plan: -

- Manor Road Woodland
- Abbotts Wood
- Fox and Hounds Conservation Area
- The Paddock
- Wetland Developments – River Avon
- Chew Valley, Keynsham
- Keynsham Memorial Park (requestion information from B&NES)
- Manor Road Playing fields
- Keynsham Cemetery
- Downfields and other play areas with green space
- Ponds/wetland zones
- School playing fields.
- The Allotments and land adjacent

RECOMMENDED:

(i) To confirm that the Working Party are still happy with the including these areas in the KNAP and to add any others, if though necessary.

- (ii) *To note that the Town Council has enough information and data to cover the Manor Road Woodland site and just needs maps and photographs to support the information.*
- (iii) *To decide how to go about assessing all the other areas (to include site description, data, mapping and photos).*

8. OTHER ORGANISATIONS TO INCLUDE IN THE PRODUCTION OF OUR KEYNSHAM NATURE ACTION PLAN.

To note that the Working Party decided that the following organisation/people were considered as possibly being able to assist with the production of the KNAP document: -

- The local nature photographer that regularly posts on Facebook
- Avon Wildlife Trust
- The FHLAG group
- Keynsham In Bloom
- The Allotment Association (Crop Drop)

RECOMMENDED

To decide how best to engage with these groups e.g. hold an individual meeting, Councillors engage and work with the groups to ascertain the data etc., and then bring this information back to future meetings.

9. DATE OF NEXT MEETING

RECOMMENDED:

That the next meeting be held on Wednesday 17th April 2024 at 7.00 p.m. in the MakeSpace building.