

# Ballard Water Meadow

## Annual Work Plan - Programme

Month	Cpt	Work	By whom	Task Code
Jan 2020	W1-W12	Manage woodland habitat, by coppicing 1. Mark compartment boundaries using fencing stakes 2. Cut-up windblown standards. Take lop-and-top to fire site and burn. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall	FBWM	C9
	W4, W11	Manage woodland habitat, by creating and maintaining glades 1. Using tape, temporarily mark extent of glades 2. Cut, gently dig-out or pull bramble, take to fire site and burn 3. Cut all shrubby understorey to ground level. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall		C10
	W1-W12	Manage woodland habitat, by removing non-native species 1. Dig-out non-native ground flora 2. Cut non-native shrubs to ground level. Take cuttings to fire site and burn		C11
Feb 2020	W4, W11	Manage woodland habitat, by creating and maintaining glades 1. Using tape, temporarily mark extent of glades 2. Cut, gently dig-out or pull bramble, take to fire site and burn 3. Cut all shrubby understorey to ground level. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall		C10
	W1-W12	Manage woodland habitat, by removing non-native species 1. Dig-out non-native ground flora 2. Cut non-native shrubs to ground level. Take cuttings to fire site and burn		C11
Mar, Jun 2020		Quarterly meetings		FBWM NMTC
Apr-Jul 2020	All	Collect NVC plant community data by contract 1. Request an up to date survey 2. All data to be distributed and stored centrally	HBIC	A2, B2 C2
Apr-Jul 2020	All	Count and record indicator plant species 1. Using the recording form (Appendix 5) count or estimate cover of indicators	FBWM	A4

**Annual Work Plan/Work Programme – monthly tasks** (continued)

<b>Month</b>	<b>Cpt</b>	<b>Work</b>	<b>By whom</b>	<b>Task Code</b>
Jul-Aug 2020	M1, M3	Manage meadow and ditch habitat, by cutting 1. Using hand tools or powered mower, cut vegetation within the compartments, close to ground level to remove the “thatch” 2. Rake-up cuttings into windrows, leave to dry for a couple of days then take off-site by bagging-up and leaving for collection, or to a composting facility	FBWM	A9
Aug-Sep 2020	All	Collect NVC plant community data by contract 1. Request an up to date survey 2. All data to be distributed and stored centrally	HBIC	A2, B2, C2
	M1-M12	Count and record indicator plant species 1. Using the recording form (Appendix 5) count or estimate cover of indicators	FBWM	A4
Sep 2020	M1-M12	Manage meadow, ditch and streamside habitats, by grazing	Grazier	B4, A10
Sep 2020		Quarterly meeting	FBWM NMTC	D3
Oct 2020	M1-M12	Manage meadow, ditch and streamside habitats, by grazing	Grazier	B4, A10
	W4, W11	Manage woodland habitat, by creating and maintaining glades 1. Cut all vegetation in glades and remove cuttings, bag-up, leave for collection or take to composting facility	FBWM	C10
	W1-W12	Manage woodland habitat, by removing non-native species 1. Dig-out non-native ground flora 2. Cut non-native shrubs to ground level. Take cuttings to fire site and burn		C11
Nov 2020	W1-W12	Manage woodland habitat, by removing non-native species 1. Dig-out non-native ground flora 2. Cut non-native shrubs to ground level. Take cuttings to fire site and burn		C11
	M1-M12	Manage meadow, ditch and streamside habitats, by grazing	Grazier	B4, A10

**Annual Work Plan/Work Programme – monthly tasks** (continued)

<b>Month</b>	<b>Cpt</b>	<b>Work</b>	<b>By whom</b>	<b>Project</b>
Dec 2020	W1	Manage woodland habitat, by coppicing 1. Cut all shrubby understorey to just above ground level 2. Take lop-and-top to fire site and burn 3. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall	FBWM NFACV	C9
	W1-W12	Manage woodland habitat, by removing non-native species 1. Dig-out non-native ground flora 2. Cut non-native shrubs to ground level. Take cuttings to fire site and burn	FBWM	C11
	M1-M12	Manage meadow, ditch and streamside habitats, by grazing	Grazier	A9
	M5, M6- M12	Manage habitat, by scrub control, on rotation 1. Select a 30m length of streamside scrub/overhanging branches and remove 2. Select two older stems of blackthorn clump and cut back 3. Cut back one-third of the fallen willow in the south-east corner of the site 4. Take all cut material to fire site and burn	FBWM	A11, B6
Dec 2020		Quarterly meeting	FBWM NMTC	D3
Jan 2021	W1	Manage woodland habitat, by coppicing 1. Cut all shrubby understorey to just above ground level 2. Take lop-and-top to fire site and burn 3. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall	FBWM NFACV	C9
Feb 2021	W1	Manage woodland habitat, by coppicing 1. Cut all shrubby understorey to just above ground level 2. Take lop-and-top to fire site and burn 3. Cut thicker branches (40-50mm diameter and above) to 50cm lengths and stack between compartment boundary posts as a wood-wall	FBWM NFACV	C9
Mar 2021	W1	Manage woodland habitat, by coppicing 1. Re-stock with hazel plants 2. Put "Tuley" tubes over 5 oak seedlings	FBWM	C9
Mar 2021		Quarterly meeting	FBWM NMTC	D3

**Annual Work Plan/Work Programme – monthly tasks** (continued)

Month	Cpt	Work	By whom	Project	
All	All	Collect and store centrally, archive and photographic records 1. Request information from FBWM, Town Council and general public 2. Consider the use of drones for aerial photographs 3. Ensure all information is incorporated into a central database	FBWM	A1, B1, C1	
		Collect, record and store centrally all vascular plant data 1. Collect historical records 2. Ensure casual records are incorporated into a central database	FBWM	A2, B2, C2	
		Collect, record and store all invertebrate data, both casual and survey 1. Undertake specialist invertebrate survey and disseminate results 2. Continue with the Butterfly Transect 3. Ensure casual records are incorporated into a central database	FBWM Contract	A3, B3, C3	
		Collect, record and store all vertebrate data, both casual and by census 1. Begin Common Bird Census for breeding birds 2. Ensure casual records are incorporated into a central database	FBWM	C5, A6	
		Inform visitors, general, educational and specialist through signage, websites, media and interpretive material 1. Communicate planned work to visitors and local residents 2. Ensure management operations planned are well signed in advance	FBWM NMTC	C6, A7 D1, E2	
		Support volunteer groups, visiting researchers/surveyors 1. Ensure volunteer groups have advance warning for work parties 2. Provide specialist surveyors with maps etc in advance	FBWM	C7, A8 D2, E2	
	M6-M12	Manage stream, by inspection and removal of debris if necessary		B5	
	All	All	Record and store centrally, all management work undertaken	FBWM	B7, A12, C12
			Inspect and report failures in estate fabric and infrastructure		F1
			Maintain and repair estate fabric	FBWM NMTC	F2
			Ensure effective communication and data exchange between all interested parties holding quarterly meetings		D3
			Acquire and maintain tools in safe working condition	FBWM	F3
			Remove litter/rubbish off-site		A13, C13
		Acknowledge all correspondence and respond effectively	FBWM NMTC	F4	

