

Memorandum of Understanding

BAS & The BAS Club



Memorial Orchard CAMBRIDGE

MARCH 2021

Memorandum of Understanding

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Memorial Orchard - Cambridge

1. Principal:

- a. British Antarctic Survey (BAS) selected an area of the BAS Cambridge Estate for the development of the Memorial Orchard.
- b. The Memorial Orchard is a joint project established between BAS and the BAS Club.

2. Management Structure:

BAS and the BAS Club each have a designated person to manage the general upkeep of the Orchard.

- a. BAS
 - i. The BAS representative is the Cambridge Estate Manager (David Ingham).
 - ii. There are other persons involved within BAS who have differing areas of responsibilities and interests:
 - Cambridge Soft Services Manager (Madeleine Millar) – having responsibility for managing the Estate Landscaping Contract.
 - BAS Environmental Manager (Anna Malaos) – having responsibility for the BAS Biodiversity Action Plan, which includes the Orchard.
 - The BAS Biodiversity volunteers led by Mike Dunn are a group who seek to improve the biodiversity / habitat of the BAS Cambridge Estate.
 - The Apple Committee led by Mari Whitelaw are a group of volunteers who organise the shared enjoyment of the harvest produce. This is a way in which to bring BAS staff and BAS Club members together and ensuring staff are aware of the Orchard. Mari also acts as liaison between the Orchard stakeholders and maintains a database of the fruit trees, including a layout plan.
- b. The BAS Club
 - i. The BAS Club appoints a representative (currently Committee member John Fry). This member has responsibility for attending joint meetings with the BAS representatives.
 - ii. The BAS Club volunteer representative (Paul Ward) – has responsibility for specified maintenance works.

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- iii. The BAS Club is responsible for establishing annual or 6 monthly meetings (or more frequently if issues arise) with all relevant parties and for producing minutes for circulation to those listed in 2a above.

3. Ownership:

- a. BAS owns one wooden bench and the picnic tables
- b. The BAS Club own two wooden benches, the Westmorland monolith, the sundial and a number of fruit trees (currently thirty).

4. Responsibilities:

a. BAS

As a part of the landscape maintenance contract of the entire Estate, BAS have allowed for the responsibility of:

- i. Grass mowing, including areas determined on the map associated with this document, and removal of grass cuttings. Grass cuttings are to be removed off site as 'green waste' by the waste removal contractor.
- ii. Maintaining and hand weeding the gravel pathways, including the gravel around the sundial.
- iii. All peripheral hedge cutting and removal of trimmings off site as 'green waste' by the waste removal contractor. Pruning and coppicing of hazel copse to the Western side of the Orchard every 2-3 years.
- iv. Minimise the use of fertilizer and if required, only an organic fertiliser is to be used.
- v. Supply an application of white vinegar and salt to act as a weed killer on paths to supplement hand weeding.
- vi. Maintenance of the two entrance gates, rabbit proof fencing, access path and peripheral path.
- vii. Maintenance of one wooden bench.

MEMORIAL ORCHARD	SUMMER	WINTER
Grass cutting	Fortnightly - or less frequently during bird breeding season, May-July (BioBAS to advise)	Monthly
Hedge trimming	Twice per year, mid to late summer and late winter, avoiding the nesting season. A height of 1.5 m to be maintained.	
Weeding under hedging	No more than every 2 months throughout the year	

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Spray white vinegar/salt on pathways	Every 2 months If hand weeding is not sufficiently effective	n/a
Bench wipe down	Fortnightly	n/a
Thorough clean of bench with cleaning fluid	Once per year	n/a

b. The BAS Club

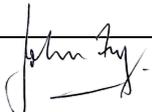
- i. Maintenance of two wooden benches.
- ii. Maintenance of the Westmorland slate monolith.
- iii. Maintenance of the sundial
- iv. Maintenance of the fruit trees, which may include non-fruiting varieties.
- v. Maintenance of two directional signs.
- vi. Seek prior approval from BAS for any additional work or activities.

5. Funding:

- a. BAS responsibility falls within the landscape maintenance contract of the entire Estate.
- b. The BAS Club pays the agreed expenses incurred by BAS Club member (Paul Ward), who voluntarily undertakes the pruning and maintenance of the fruit trees and other related horticultural work as appropriate and where deemed necessary by the BAS Club: Other works are carried out by volunteers and Committee members.

The agreements within this MoU are declarations of intent and best endeavours by both parties; they are not legally binding. This document should be subject to a review every five years.

Signed	Print Name	British Antarctic Survey	Date
	Professor Dame Jane Francis	Director	22 April 2021

Signed	Print Name	The BAS Club	Date
	John Fry	Committee Member	28 April 2021