



Mousehold Heath Conservators

Date: **Friday, 14 June 2024**
Time: **14:30**
Venue: **Mancroft room City Hall, St Peters Street, Norwich, NR2 1NH**

Committee members:

Councillor Caine
Councillor Carrington
Councillor Champion
Councillor Fox
Councillor Kendrick
Councillor Kidman
Councillor Lubbock
Marion Maxwell, Mousehold Heath
Defenders
Willem Buttinger, The Norwich Society

(Three vacancies)

For further information please contact:

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Agenda

Page nos

1 Election of chair

To elect a Chair for the 2024-25 Civic Year.

2 Election of vice chair

To elect a Vice Chair for the 2024-25 Civic Year.

3 Apologies

To receive apologies for absence

4 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

5 Public questions/petitions

To receive questions / petitions from the public which have been submitted in accordance with the council's constitution.

6 Minutes

5 - 10

To approve the accuracy of the minutes of the meeting held on 15 March 2024.

7 Presentation on the repair of the Mottram Memorial (Verbal report)

8 Appointments to the management subgroup

To appoint the members of the management subgroup.
The management subgroup comprises the chair and vice chair and up to three other conservators:

- one councillor
- one Mousehold Heath Defender; and
- one member of the Norwich Society

9 Management subgroup meeting dates

To agree dates for the Mousehold Heath Conservators management subgroup. Suggested dates are:

- Friday 19 July 2024 at 14:30
- Friday 15 November 2024 at 14:30

- Friday 14 February 2025 at 14:30

10 Mousehold Heath Conservators budget monitoring to 31 March 2024 11 - 16

Purpose - To provide the 2023/24 revenue budget monitoring position and 2023/24 capital receipts balance as at 31 March 2024.

11 Mousehold Heath Management 26 February to 17 May 2024 17 - 26

Purpose - To provide a quarterly update on activities on Mousehold Heath relating to the delivery of the Mousehold Heath management plan objectives.

12 Itinerant date

To agree a date for the itinerant of Mousehold Heath.

Date of publication: **Thursday, 06 June 2024**



Mousehold Heath Conservators

14:30 to 15:20

15 March 2024

Present: Councillors Sands (M) (Chair), Peek (Vice-Chair), Carrington, Champion, Hampton (substitute for Councillor Kidman) Kendrick and Lubbock, and Marion Maxwell (Mousehold Heath Defenders) and Willem Buttinger (Norwich Society)

Apologies: Councillors Fox, Francis and Kidman

In Attendance: Matthew Davies – Fringe Project Officer
Councillor Giles, Cabinet Member for Communities and Social Inclusion

1. Declarations of Interests

There were no declarations of interest.

2. Public Questions and Petitions

There were no public questions or petitions.

3. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 19 January 2024.

4. Report from Andy Hutcheson UEA on the Brick Earth Project

Andy Hutcheson addressed the Committee.

Mr Hutcheson was working for the Sainsbury Institute and had been working on a project entitled “Later Prehistoric Norfolk Project/Archaeology for Well-being. This project had taken place on several sites across Norfolk and involved a wide range of communities, including schools in mid-Norfolk. The aim of the project had been to improve individuals’ mental health through archaeological field work. Through the practical experience of archaeology, a number of pupils had now chosen to study archaeology at university.

Andy Hutcheson was now applying for a second round of funding from the National Lottery Heritage Fund (NLHF) and some educational funding. For this second funding round, the project would be looking to conduct field work on Mousehold Heath. This was due to both its history as an industrial site and its earlier history, including the use of the site as a civic place for the city of

Norwich. The project again would look to involve local communities and schools. The hope was that this could involve annual fieldwork on Mousehold Heath. The office base for the project would be 64 The Close Norwich, NR1 4DH. This would allow people to join and learn more about archaeology and learn a range of skills such as analysis of materials. The project on Mousehold Heath was currently being developed subject to the funding bid. Andy Hutcheson asked the Committee to support the project and to write a letter to the NLHF in support of the application.

In response to a member's query, Andy Hutcheson said that they were hoping to find materials related to the sites history of making bricks, how they were articulated and the period of time this took place in. The project was also hoping to find evidence of earlier time periods such as the Palaeolithic era and create a narrative of the history of the site over a longer period of time.

A member queried the size of the groups who had been involved with the Restoration Trust Project. In response, Andy Hutcheson said that the size of groups had varied and that there had been a total of 100 days of fieldwork with people at Arminghall, and the largest group had been 16 individuals. The intention for this project was to widen this for more people on a more ad hoc basis. As some of the focus for individuals for the Arminghall site had been art, an exhibition would be taking place at The Forum on 20 to 25 May.

Andy Hutcheson said that if funding was successful, the project would start in Summer 2025. The detailed project plan had not yet been completed so he could not confirm whether any fieldwork would involve the site of St William in the Wood's Chapel, but this could be a possibility and the project would work closely with Historic England.

A member asked how much of the project would be practical and whether training would be provided. Andy Hutcheson confirmed that parts of the project could be very practical, and a range of skills would be used. The previous project had involved high school and college students who were Special Educational Needs and Disabilities students. The project benefited pupils from backgrounds where they learned better with different learning styles.

In response to a member's query, Andy Hutcheson said that 64 The Close would be used to analyse materials post-excavation. The benefit of this location was that it was a less intimidating location to the University of East Anglia (UEA), which had been learning from the sessions held at the UEA.

The Chair commented that the Conservators would be happy to support the project and asked that the Committee Officer draft a letter for sign-off by the Chair. Andy Hutcheson thanked the Conservators for their time and asked that they championed the project to community groups and other institutions.

RESOLVED, unanimously, to:

- 1) thank Andy Hutcheson for introducing the project to the Conservators; and
- 2) ask the Committee Officer to draft a letter of support to the National Lottery Heritage Fund for the Chair to sign on behalf of the Mousehold Heath Conservators.

5. Mousehold Heath Conservators budget monitoring to 31 December 2023

The Cabinet Member for Communities and Social Inclusion presented the report.

The figures to the end of period nine showed that it was expected that the forecast spend would be to budget and a number of costs would be reflected at year-end.

A member asked that the corporate recharges mentioned within the report be clarified. The Fringe Project Officer said that he would clarify this and report to the next committee meeting.

RESOLVED to:

- 1) note the current budget monitoring and reserves position; and
- 2) ask the Fringe Project Officer to clarify the corporate recharges and report to the next committee meeting.

6. Mousehold Heath Management Update – 4 January to 26 February 2024

The Fringe Project Officer presented the report.

He highlighted that the Mousehold Heath Warden had worked with the Norwich Fringe Project and volunteers to repair the Silver Birch Walk using clay that was on the site. As part of the heathland management, several saplings had been moved from heathland habitat to developing woodland. A number of volunteer hours had also been completed on Mousehold Heath. The Wardens also provided events and talks to organisations, including a talk to a local Sprowston community group.

The Cabinet Members for Communities and Social Inclusion highlighted that the Higher Level Stewardship (HLS) Agreement had been extended to 2028 since this was considered crucial as it provided funding to manage heathland.

A member asked whether the graffiti that had been removed had required a specialist technique to remove it and whether the site was subject to frequent graffiti. The Fringe Project Officer said that it had been a one-off incident and Norwich City Services Limited (NCSL) had different methods it employed when removing graffiti so would have used the most appropriate method.

In response to a member's query, the Fringe Project Officer said that in order to pump out the water in the Vinegar Pond this would need to be done when levels of fauna, such as the newt population, had dropped within the pond to ensure they were not adversely damaged. He would need to confirm with the Wardens to understand what the current newt population was.

A member queried where the fish that were removed from the Vinegar Pond were placed. The Fringe Project Officer confirmed that these were taken to the ornamental ponds within Eaton Pond.

A member commented that the Assist Trust and other volunteer groups that volunteered on Mousehold Heath could volunteer as part of the archaeology project led by Andy Hutcheson once it had started.

RESOLVED to note the contents of the Mousehold Heath Management Update of 4 January to 26 February 2024.

7. Report from the Mousehold Heath Conservators Management Sub-Group

The Cabinet Member for Communities and Social Inclusion presented the report.

He recommended the following amendments within the report.

Recommendation 2a) to be amended to state “ask for quotes for the work with timescales for the start and completion of work, including from NCSL”.

Recommendation 2b) to be amended to read “agree to contract Tim Holt-Wilson to undertake the work to collate the information, text and images for the biodiversity trail leaflet, and use the Mousehold Heath projects budget to pay for this.”

Recommendation 2d) to be amended to read “ask the Fringe Project Officer to obtain a quote from Fish Track to pump out the remaining water and remove the fish when the Vinegar Pond is at its lowest water level during the summer months and agree to use the Mousehold Heath projects budget to pay for this.”

Recommendation 2c) to be deleted.

The costs for the repairs to the Pavilion would be paid from the Mousehold Heath Conservators revenue reserves. He highlighted that the current budget estimate for the works to the Pavilion was between 25 to 30 thousand pounds, which would put the level of revenue reserves close to the prudent minimum level.

The Chair commented that it was prudent to carry out the repairs since the Pavilion was an important feature of Mousehold Heath and further delay to this could warrant more costly works. Previous repairs to the exterior had recommended that renovations be carried out every five years and this proposed repair would be just outside five years.

A member queried whether posts could be installed near the Vinegar Pond to ask members of the public not to place fish into the pond. The Chair said that these posts were often vandalised, and it would become costly to replace these at frequent intervals.

The Fringe Project Officer said that, in regard to the female toilets next to Zak's, there were a number of options being discussed, including the possible demolition of these but he would need to speak to Zak's about this. The Project Manager – Delivery had recently contacted the Fringe Project Officer as there was a current issue with rats in the female toilet and options needed to be explored to ensure that this issue was resolved. NCSL would be visiting the site

to seal the likely sources of ingress and clean the building, the cost of which to be met from within the current budget.

The Fringe Project Officer highlighted that the toilet refurbishment was moving forward and that NCSL would be starting the works in late March, early April 2024 and updates of the progress would be reported to the Conservators.

RESOLVED to:

- 1) Note the contents of the report from the Mousehold Heath Conservators Management Sub-Group; and
- 2) Agree the following amended recommendations made by the Management Sub-Group:
 - a. Ask the project manager – delivery to:
 - i. Undertake a full survey of the exterior of the building, to assess the conditions of the paint and woodwork; and
 - ii. ask for quotes for the work with timescales for the start and completion of work, including from NCSL
 - b. Agree to employ Tim Holt-Wilson to undertake the work to collate the information text and images for the biodiversity trial leaflet and agree to use the Mousehold Heath projects budget to pay for this work
 - c. Ask the Fringe Project Officer to obtain a quote from Fish Track to pump out the remaining water and remove the fish when the Vinegar Pond is at its lowest level during the summer months and agree to use the Mousehold Heath Projects budget to pay for this work; and
 - d. Ask the management subgroup to discuss future options for managing the Vinegar Pond for biodiversity and preventing unwanted carp/goldfish from being placed into the pond.

8. Schedule of Meetings – Civic Year 2024-25

RESOLVED to note the schedule of meetings of the Mousehold Heath Conservators for the 2024-25 Municipal Year, subject to approval at the Annual Meeting of Norwich City Council to be held on 21 May 2024:

- 1) Friday 14 June 2024 at 14:30
- 2) Friday 13 September 2024 at 14:30
- 3) Friday 17 January 2025 at 14:230; and
- 4) Friday 14 March 2025 at 14:30.

CHAIR



Committee Name: Mousehold Heath Conservators

Committee Date: 14/06/2024

Report Title: Mousehold Heath Conservators budget monitoring to 31 March 2024

Portfolio: To be confirmed

Report from: Head of environment services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To provide the 2023/24 revenue budget monitoring position and 2023/24 capital receipts balance as at 31 March 2024.

Recommendation:

To note the current budget monitoring and reserves positions

Policy Framework

The Council has five corporate priorities, which are:

- An open and modern council.
- A prosperous Norwich
- A fairer Norwich.
- A climate responsive Norwich.
- A future proof Norwich.

This report contributes to the first and fourth of these priorities.

This report contributes to the “Vibrant parks and open spaces for all” and “Growing our capacity to adapt to climate change” objectives within this priority

Mousehold Heath management plan objectives

The report helps to meet the Mousehold Heath management plan objective C.

C) To ensure that Mousehold Heath is clean and well maintained.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Report Details

1. Conservators approved a precept for the financial year 2023/24 of £264,571 at their meeting of 20 January 2023.
2. The Conservators have requested that budget reports be brought to their meetings on a regular basis. Appendix A details the financial position for Mousehold Heath as at the end of March 2024, and comparison of the expected outturn to the annual budget.
3. Corporate recharge budgets are no longer shown against individual cost centres within the General Fund, for accounting presentation purposes. All corporate recharges are still calculated in line with agreed principles. The Conservator's element of the recharges has been included within the figures in this report, for consistency between accounting periods.
4. The impact of the precept and forecast 2023/24 budget monitoring position on the Mousehold Heath balances are as follows:
5. Overall, the budget shows a forecast Overspend of £16,619, which is made up from:-
 - (A) Salaries costs are £730 higher than budget.
 - (B) Property Costs are £17,954 Higher than budget – in relation to the roof works on the Pavilion.
 - (C) Supply and services are (£3,474) underspent.
 - (D) Income is under achieved by £1,410, due to reduced income from the Catering Concession Pitch & Putt.
6. Had there not been work to the Pavilion totalling £29,608 for the roof repair, the underspend would have been (£12,989), however, as this is not the case the reserve has been reduced by £16,619 to £24,249, which is still above the prudent minimum balance.
7. The invoice from NCSL for the Pavilion Roof work came in at the end of 2023/24 financial year. The work had been agreed at the conservators meeting 18 March 2022. With further expenditure agreed via an email from The Chair of the Conservators Councillor Mike Sands on 5 June 2023.
8. To the credit of the wardens, they had made a saving of £9,556.00 in the 2023/24 budget. This meant that only £16k needed to be taken from the reserve funds to offset the cost of the works to the Pavilion Roof.

Table 1:

	£
Balance brought forward from 2022/23	(40,868)
Precept 2023/24	(264,571)
Provisional outturn 2023/24	281,190
In-year movement in reserves overspend	16,619
Forecast balance to be carried forward to 2024/25	(24,249)

9. The prudent minimum level of reserves was assessed in 2022/23 for it to be £10,000 during 2023/24 budget cycle. The reserve balance is expected to continue to exceed the prudent minimum balance.

Capital

10. The position on capital reserve is as below, with no recorded spend incurred in 2023/24 to date. There are no current items in the council's capital programme and budget, therefore no spend can be incurred in 2023/24 without a budget amendment to Council.

	£
Rangers House balance brought forward	(100,766)
Interest accrued on balance up until March 2023	(5,362)
Interest April - March 2024	(5,319)
Forecast balance of receipts at 31/03/2024	(111,447)

Statutory considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	None
Children and Adults Safeguarding	None
Environmental Impact	None

Risk Management

Risk	Consequence	Controls Required
Financial performance	Failure to adequately plan and monitor finances could result in insufficient resources being available to deliver the aims and objectives of the Management Plan and Annual Work Programme.	Ensure that sufficient financial and management information is available to continue management and maintenance programme.

Reasons for the decision/recommendation

11. Revenue budget and capital receipts balance monitoring will ensure that there are adequate resources to implement Mousehold Heath Management Plan and Annual Work Programme.

Appendices: Appendix A: Mousehold Heath Conservators Provisional year end outturn report

Contact Officer:

Name: Neil Wright

Telephone number: 01603 987725

Email address: NeilWright@norwich.gov.uk

Appendix A: Mousehold Heath Conservators Provisional year end outturn report

		Budget (£)	Provisional outturn (£)	Provisional Variance (£)
A	Salaries	83,038	83,541	503
A	Employers Pension	14,232	14,558	326
A	Pension Deficit Recovery	15,546	15,531	(15)
A	Employee Insurance	649	565	(84)
B	Property Repairs, Maintenance & Alterations	0	280	280
B	Property Repairs, Maintenance & Alterations (Reactive)	0	63	63
B	General Repairs & Maintenance	15,000	41,767	26,767
B	Programmed Maintenance	0	1,077	1,077
B	Day to Day Reps	0	79	79
B	Contract Cleaning	11,154	9,753	(1,401)
B	Electricity	3,890	1,204	(2,686)
B	Grounds General Maintenance & Upkeep	2,204	1,838	(367)
B	Recharge from GMO main contract	72,832	66,674	(6,158)
B	Tree works	9,613	8,851	(762)
B	Fire Insurance Buildings	48	0	(48)
B	Water Service Testing	0	560	560
B	Water Charges Metered	90	0	(90)
B	Recharge from AHOs	5,000	5,642	642
C	Car and Cycle Allowances	800	495	(305)
C	Clothing & Uniforms	500	308	(192)
C	Purchase of Equipment	450	451	1
C	Equip-Repairs/Maintenance	650	576	(74)
C	Other Equipment and Tools	550	692	142
C	Refreshments	745	759	14
C	Subsistence - Payroll	500	355	(145)
C	Specialist Supplies	445	439	(6)
C	Projects	4,046	2,452	(1,594)
C	Other Hired & Contracting Services	7,110	5,794	(1,316)
E	Bad Debt - Sundry Debtors	0	(1,094)	(1,094)
E	Football	(1,404)	(624)	780
E	Rent Income	(15,000)	(15,000)	0
E	Catering Concession Pitch & Putt	(1,800)	(76)	1,724
E	Government Grants - Specific	(2,204)	(2,204)	0
E	NCSL Deposit Recharge	0	6,241	6,241
E	Depot recharge to NCSL	0	(6,241)	(6,241)
	Corporate Recharges	35,887	35,887	0
	Total	264,571	281,190	16,619



Committee Name: Mousehold Heath Conservators

Committee Date: 14/06/2024

Report Title: Mousehold Heath Management 26 February to 17 May 2024

Portfolio: To be confirmed

Report from: Head of Environment Services

Wards: Catton Grove and Crome

OPEN PUBLIC ITEM

Purpose

To provide a quarterly update on activities on Mousehold Heath relating to the delivery of the Mousehold Heath management plan objectives.

Recommendation:

It is recommended that the Conservators note the contents of the report.

Policy Framework

The Council has five corporate priorities, which are:

- An open and modern council.
- A prosperous Norwich
- A fairer Norwich.
- A climate responsive Norwich.
- A future proof Norwich.

This report contributes to the first and fourth of these priorities.

This report contributes to the “Collaborative Council”, “Delivering Excellence”, “Vibrant parks and open spaces for all” and “Growing our capacity to adapt to climate change” objectives within these priorities.

The report helps to meet the Mousehold Heath management plan objective(s):

A: To ensure Mousehold Heath is a welcoming place for people to visit.

Report Details

1. The report details the work, activities and issues arising on, and relating to the delivery of the Mousehold Heath management plan objectives.
2. The objectives are:
 - A) To ensure Mousehold Heath is a welcoming place for people to visit.
 - B) To protect Mousehold Heath and ensure that it is a safe and secure place to visit.
 - C) To ensure that Mousehold Heath is clean and well maintained.
 - D) To manage Mousehold Heath in a way that has a positive impact on the environment.
 - E) To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.
 - F) To safeguard the historic landscape, archaeological features and buildings of Mousehold Heath.
 - G) To provide opportunities for local communities to be involved in all aspect of our work.
 - H) To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

Objective A: To ensure Mousehold Heath is a welcoming place for people to visit.

AI00/01 GREEN FLAG AWARD

1. The judging for the green flag award 2024-25 was undertaken in April. A site visit with two Green Flag judges took place and they were welcomed by Cllr Giles, Matt Davies, Will Stewart and Nigel Hales. They were guided around the Heath, stopping at various locations of interest. The outcome will be revealed along with our other parks and open spaces that applied for Green Flag status, on 1st July 2024.

Objective B: To protect Mousehold Heath and ensure that it is a safe and secure place to visit.

AI30/02 TREE SAFETY INSPECTION

2. The first, six monthly tree safety inspection of the year was undertaken by the Mousehold wardens in early April, identifying twenty-five dead, dying, windblown, dangerous trees and branches. Many of these were damaged by high winds last winter and been affected by the long, dry spells of weather which Norfolk has been experiencing in recent years. Most of the works identified have been carried out by a Mousehold warden and Easton College work placement student.

3. Fourteen additional dead, dying, dangerous and windblown trees and branches, spotted during patrols and reported by members of the community, have been made safe and cleared by the Mousehold wardens working with an Easton College Student. The oldest tree was a windblown, split Rowan tree blocking a path near the pitch and putt course. Three of these large trees required a winch operation, undertaken by a qualified Mousehold warden, to make the trees safe.
4. One large wind damaged mature oak was made safe by the NCSL tree team, and a large, dead sycamore tree was made into a standing dead wood habitat which will provide excellent habitat for wildlife in the future.
5. A closer inspection to the designated Forest School area, adjacent to the Pavilion, was undertaken by a Mousehold Warden and an Arboriculture Officer, this was to ensure public Health and Safety of users, due to its high use, by local Schools and organised events booked through our Events Team.

MC81/01 VIEW FROM MOTTRAM MEMORIAL

6. A request was made by committee members to update the Mottram Memorial plaque located at the pinnacle of St. James Hill.
7. As the plaque is in bad repair, a company was approached to provide ideas and examples of what materials were available for the replacement. Another option would be to re-install the original bronze plaque stored at City Hall.
8. Justin from Apex signs, the approved company to undertake the work, has been invited to the June Conservators meeting, where he will discuss alternative options / materials, besides Bronze, for the replacement of the plaque. Justin will also be able to advise the Conservators on costs timelines for the completion of works.

ML60/01 NORFOLK CONSTABULARY

9. The Wardens liaised with police officers regarding anti-social behavior including the abandoned car and graffiti mentioned below.

MP00/01 SITE PRESENCE

10. Mousehold wardens have continued to patrol the heath, focusing on areas with anti-social behaviour issues.
11. Campers who declared themselves homeless have been put in contact with the Homeless and Rough Sleeper Officer to request the Pathways team make contact with them to look into provision of permanent accommodation.

RH35/01 ILLEGAL ACTIVITIES CRIME

12. An abandoned car parked in the Pitch and Putt car park, Gurney Road was reported through our online reporting system, the car was then removed by the owner.

Objective C: To ensure that Mousehold Heath is clean and well maintained.

ME04/01 LITTER PICKING

13. Large amounts of litter have been removed from Britannia Rd, St James Hill and Gilman Road areas. Also, significant amount of litter has been litter picked from areas of leggy gorse that has been coppiced.

ME01/02 BOLLARDS

14. One wooden bollard in the Pitch and Putt car park was re-installed by a Mousehold warden and a work placement student.

ME02/01 BENCHES/SEATS/PICNIC BENCHES

15. A new bench was installed to replace a vandalised bench near St William's chapel by a Mousehold warden with help from a work placement student and volunteer.
16. Five benches were sanded down and painted by a Mousehold warden and woodchip spread around the benches, to suppress weed growth, in the Pavilion car park.
17. Rotting wooden steps were replaced, adjacent to Gilman Road car park, using in situ windblown oak timber by a Mousehold warden and TCV volunteers.

ME04/02 LITTER BINS

18. Graffiti was removed from three litter bins in total, located at Gilman Road, Gurney Road and the Wingfield Open Space.

ME04/03 FLY TIPPING

19. A number of fly tipping items were removed from Britannia Road, including garden wooden fencing panels and building materials. Items found are removed and disposed of by NCSL's EPA crew.

ME06/01 FINGER POSTS AND WAYMAKERS

20. Two, vandalised Earth Heritage Trail way-marker discs and posts have been replaced by the Mousehold wardens.
21. Two red/blue way marked trail discs have been replaced.

ME12/01 REMOVE GRAFFITI

22. The historical interpretation panel situated on Gurney Road and road signs and lamp posts, were targeted with non-offensive graffiti. This was reported through our online reporting system and dealt with.

ME14 SITE BUILDINGS, MAINTAIN / IMPROVE TOILETS

23. Gents Toilets refurbishment update
The Property Services Team have advised that they are aiming for the Gents toilets to be refurbished and open by the end of June. The purchase order has been raised and sent to NCSL.

ME41/01 MAIN PATHS

24. Eight paths have been cut, raked and cleared using battery brush cutters by Mousehold volunteers on Gilman Rd meadow and in front of the Pavilion to maintain easy access, along with conserving biodiversity. Grass arisings are made into habitat piles.

Objective E: To improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

MH31/01 SCRUB AND TREE REMOVAL

25. Birch saplings have been pulled up in open, low growing heathland areas, using tree poppers, by wardens and volunteers.

MH60/01 VINEGAR POND

26. It was recommended by the Environmental Agency and FishTrack - the contractor used to carry out the electro fishing - that the best way forward to control the fish population was to drain the pond and try and remove all the fish at once. This method would be a more cost-effective way of realistically mitigating the fish population.

This is in line with aims and objectives within the management plan, to encourage and protect, frog and newt populations along with any other aquatic fauna and flora.

As and when the right conditions arise, this task will be undertaken, a quotation in the region of £3,000.00 has been received and will cover the costs for the draining of the pond and the removal of fish. It will also include all licences relating to the relocation and transportation of the fish to a more suitable location.

RA12/01 COMMON BIRD CENSUS

27. Weekly bird surveys have been undertaken by the Mousehold wardens with support from volunteers, including a Community Dawn Chorus Survey Walk, starting at 4.30am, on 9th May.

RA42/01 BUTTERFLY CONSERVATION SURVEY

28. Two, weekly, Butterfly Conservation, Butterfly Monitoring Scheme transect surveys have been carried out by the Mousehold wardens joined by volunteers.

RA44/01 MOTH TRAPPING SURVEY

29. Several community moth survey evenings are planned this summer. These are part of the Mousehold Heath Guided Walks Programme 2024. The event planned for 25th April 2024 was cancelled due to cold and wet weather.

Thanks to support from attendees, the current site moth list is 273 species, with the challenge to reach 300 species recorded on the heath. The next moth survey evening is in July.

RA82/01 ST JAMES' HILL BUMBLEBEE SURVEY

30. Monthly Bumblebee Conservation Trust, BeeWalk transect surveys have been undertaken by a Mousehold warden.

RA92/01 NATIONAL BAT MONITORING PROGRAMME

31. NBMP Bat Transect Field Surveys are planned for July.

RF22/01 MUSTARD POND GLADE FLOWER SURVEY

32. Members of the Mousehold Heath Defenders have carried out monthly flowering plant surveys, recording 23 species in May.

RF22/02 ST JAMES' HILL SURVEY

33. A member of the Mousehold Heath Defenders and a Mousehold warden have undertaken a monthly plant survey on St James Hill. During the May survey, 35 species were recorded, including one new species for the site (Wild Garlic). This record increased the cumulative St James Hill list to 143 flowering plant species.

Objective G: To provide opportunities for local communities to be involved in all aspect of our work.

AT50/01 VOLUNTEERS GENERAL

34. 335 community volunteer hours have been completed between 26.02.24 – 17.05.24, by the following groups;

- Mousehold Heath Defenders
- Mousehold Heath Monday and Tuesday volunteer group
- Assist Trust
- Easton College Work Placement Student
- TCV
- Many individual volunteers from the community

A Brush Cutter training course was organised by a Mousehold warden in early May. Five Mousehold volunteers attended and passed the course, increasing volunteer skills and community involvement in managing the heath for people and wildlife.

Objective H: To promote Mousehold Heath to increase awareness, knowledge, understanding and a sense of pride.

MI60/01 EVENTS

35. Two Forest School environmental education events were undertaken. These were booked through the Events Team. Approximately twenty five people attended each session.
36. The first Community Wildlife Workshop Walk took place in April, covering an introduction to moths and other spring wildlife on the heath.
37. A cross country run for Norwich School was organised through our Events Team. Approximately fifty runners took part.

MI60/02 GUIDED WALKS PROGRAMME

38. The Mousehold Heath Guided Walks and Surveys Programme 2024-25 has been put together by the wardens. The aim of the programme is to encourage members of the community to learn more about, and enjoy, the Heath's biodiversity, natural features and landscapes. The Norwich City Council Comms team created a poster, which can now be viewed on Mousehold Heath and local community neighbourhood boards and the Norwich City Council website.

MI20/07 BIODIVERSITY TRAIL

39. The Norfolk and Norwich Naturalist Society president has been contacted to discuss additional ecological surveys on the heath this year in conjunction with the new trail.

A Mousehold warden and Tim Holt-Wilson, (Geological Specialist and Environmentalist who wrote the Mousehold Heath Earth Heritage Trail and has been employed to write the Biodiversity Trail leaflet), are meeting in July to discuss the delivery of the new resource, assess

possible new biodiversity interest points and create a timeline for implementation.

Consultation

40. None

Implications

Financial and Resources

Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities, as set out in its Corporate Plan and Budget.

41. There are no proposals in this report that would reduce or increase resources at this time.

Legal

None

Statutory Considerations

Consideration	Details of any implications and proposed measures to address:
Equality and Diversity	None
Health, Social and Economic Impact	None
Crime and Disorder	The Mousehold Wardens will continue to work with Norfolk Constabulary to ensure that the Heath is a safe place to visit.
Children and Adults Safeguarding	Safeguarding is a priority for the Mousehold Wardens, and they will continue to signpost vulnerable individuals to the services that they require.
Environmental Impact	The Mousehold Wardens will continue to improve habitats and the natural environment for wildlife to enhance the biodiversity of Mousehold Heath.

Risk Management

Risk	Consequence	Controls Required
Financial	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan	Ensure that sufficient management information is available to continue management and maintenance programme
Operational	Failure to adequately plan and monitor activities could result in insufficient resources being available to deliver the aims and objectives of the Management Plan	Ensure that sufficient management information is available to continue management and maintenance programme
Legal	The Council cannot comply with its legal duty to ensure that buildings are safe for users to access	Ensure that sufficient management information is available to continue management and maintenance programme

Reasons for the decision/recommendation


42. Review of current budget will ensure that there are adequate resources to carry out required work.

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