

Item 9

Management Sub-group report
Mousehold Heath Conservators
29 June 2012



NORWICH
City Council

MINUTES

MOUSEHOLD HEATH CONSERVATORS SUB-GROUP

2pm – 4.05pm

28 May 2012

- Present: Councillors Bradford (chair), Brociek-Coulton, Little and Chris Southgate and Margaret Bush
- Also present: Tim Holt-Wilson (Norfolk Geodiversity Partnership), Paul Holley (Natural areas officer), Will Stewart (Mousehold Heath warden)
- Apologies: Nigel Hales (Mousehold Heath warden), Lenny Stamp (Community and neighbourhood manager – North)

1. EARTH HERITAGE TRAIL UPDATE

Tim Holt-Wilson informed the group that a draft leaflet on the earth heritage trail had been prepared and would be best produced as an A3 leaflet so that further information could be included. A professional designer and printing budget were yet to be sourced and agreed. Councillor Little offered to complete the graphic design of the leaflet so that a provisional version could be printed and circulated before 17 July 2012, to tie in with the Mousehold Heath events programme. Margaret Bush suggested that a link to the leaflet and events programme could be uploaded to the Mousehold Heath Defenders website.

Will Stewart explained that the contents of the leaflet would need to be agreed by the council's communications department, as per corporate policy. Councillor Brociek-Coulton suggested that officers contact Cllr Gihawi, cabinet portfolio holder for play, parks and open spaces to raise the profile of the project and the priority given to the work by the communications team.

In response to a request from Councillor Brociek-Coulton, Tim Holt-Wilson said that he could produce a simple A4 leaflet for inclusion in the Norwich in Bloom portfolio, to illustrate green community action within the city boundary.

Webpage contents were also being drafted and again a designer and a host for the webpages would need to be sourced and agreed. Paul Holley said that the Norfolk Biodiversity Partnership were willing to host the website but thought it would be best placed on the Norwich City Council website.

Tim Holt-Wilson said that a trail guide booklet would also be desirable and could take the form of a hardcopy booklet or provided as a downloadable pdf from the website.

He explained that the installation of 12 way mark posts around the heath would also form part of phase one of the earth heritage trail work. The clearing of some exposures had provided the opportunity to research new areas of the heath. Will Stewart informed members that Gary Bagg, principal technical officer, would be providing a quote to source and grout the posts, and that it would cost approximately £300.

Tim Holt-Wilson informed members that phase two of the work could include a reformatted version of the trail guide for use on e-book readers. The way mark posts could also include QR codes, which would enable smartphone users to download information relating to that part of the trail.

Tim Holt-Wilson informed members that in the near future, a bid could be submitted to the Heritage Lottery Fund to fund a community archaeological project. This could provide training for people to complete archaeological and geophysical investigations on the heath and to observe the evolution of the heath landscape. In response to a question from Chris Southgate, he confirmed that he believed the project would meet the criteria and that similar projects had been attempted in urban environments elsewhere. Chris Southgate suggested the project could be included in the new 5 year mousehold heath management plan to encourage use of the heath.

RESOLVED:

- (1) to progress the development of the earth heritage trail leaflet and complete the following actions:
 - i. Will Stewart to email Kirsty Ganon for a copy of the Mousehold Heath basemap (as included in the Mousehold heath management plan) and to send to Tim Holt-Wilson;
 - ii. Tim Holt-Wilson and Councillor Little to work together to design the A3 earth heritage trail leaflet and include the Mousehold Heath Defenders logo;
 - iii. Tim Holt-Wilson to email the leaflet to the council's communications team for comment, clearly marking it as a 'provisional' design, with a deadline of two weeks stating that if no comments are received, the Norwich City Council logo would be removed and the leaflet printed;
 - iv. to print approximately 350 copies to enable circulation by 17 July 2012;
 - v. Tim Holt-Wilson to contact Clare Cohen, Mousehold Heath Defenders publicity officer, to upload a link to the leaflet and the Mousehold Heath events programme onto the Mousehold Heath Defenders webpage;
- (2) to ask Tim Holt-Wilson to produce a simple A4 flyer by week commencing 4 June 2012, for inclusion in the Norwich in Bloom portfolio;
- (3) to ask Lenny Stamp to meet with the council's communications department to discuss the options for hosting and developing the earth heritage trail webpages;

- (4) to approve the allocation of £300 of the Mousehold Heath Conservators budget for the purchase and installation of the way mark posts; and
- (5) to ask Will Stewart, following consultation with Bob Cronk, to confirm the timescales of the new Mousehold Heath Management Plan.

2. NOTES FROM LAST WORKING GROUP MEETING AND MATTERS ARISING FROM FULL CONSERVATORS COMMITTEE

Connect 2 cycle scheme

Will Stewart informed the group that on 24 May 2012, the Norwich Highways Agency Committee had considered and agreed various traffic regulation orders, in relation to the scheme. The mousehold heath wardens had also been working with Sprowston High School to start the path clearance, which would continue into August 2012. A review of the progress could be incorporated into the itinerant.

Rangers House

Paul Holley informed the group that the Rangers House had appeared on the local planning list, as an application to convert the property into a family home. Margaret Bush said that the owners wanted to fence off the back garden with panels and that the Mousehold Heath Defenders were concerned that this could have an impact on the appearance of the area.

Pavilion

Bob Cronk would be providing an update to the Mousehold Heath Conservators.

Fountain Ground changing rooms

Will Stewart informed the group that the electricity was working and that snagging work was to be completed. It was suggested that the changing rooms could be incorporated into the itinerant.

Mottram Memorial

Will Stewart informed the group that although there were no definitive dates for completion, the original mould of the plaque had been sent to Bronze Work in Attleborough. Cllr Bradford had sent a letter to the Norwich Society, on behalf of the Conservators, to thank them for their donation.

Britannia Road car park

A bollard had been damaged at the car park. Officers requested approval to replace the whole front section of the car park with an alternative and heavier style bollard.

Memorial benches

Following a recent refusal of a request for a memorial bench on the heath, Margaret Bush suggested that information/criteria be made available to the general public to

illustrate what would be allowed on the heath. Chris Southgate suggested that the criteria could be included within the Mousehold Heath management plan, with the aim to prevent the heath becoming an urban space/park-like.

RESOLVED:

- (1) to ask Will Stewart to contact the owners of the Rangers House to gauge what their plans would be for the land, and to start to build a positive relationship between the owners and the mousehold heath wardens;
- (2) that Councillor Bradford liaise with Ian Whittaker, planning development manager, to confirm whether the application to convert the Rangers House into family a family home would be presented to the planning applications committee;
- (3) to note that Margaret Bush would be writing to the planning department on behalf of the Mousehold Heath Defenders conveying their concerns regarding the proposal for back garden panels at the Rangers House;
- (4) to approve the replacement of the whole front section of the Britannia Road car park with an alternative and heavier style bollard, as funding becomes available; and
- (5) to ask Will Stewart to develop information / criteria that could be made available to the general public to illustrate what memorial items would be allowed on the heath.

3. CONSERVATORS' ITINERANT

RESOLVED, following discussion:

- (1) to ask the committee officer to arrange a date for the itinerant in early July 2012;
- (2) to ask the mousehold heath wardens to arrange the agenda for the itinerant and to incorporate the following areas:
 - i. potential new wildlife pond area;
 - ii. new heritage exposed areas (and to review work being done);
 - iii. Pavilion;
 - iv. Area of woodland (regarding problems with camping/drugs);
 - v. Fountain Ground changing rooms;
 - vi. main areas of heathland;
 - vii. proposed changes in relation to the Connect 2 cycle scheme;
 - viii. raised highways and agreement.
- (3) to note that Chris Southgate would contact the records office to identify the location of a German prisoner of war camp on the heath circa 1946.

4. MOUSEHOLD HEATH WARDEN'S CHRISTMAS WORKING HOURS

Will Stewart informed the group that a new working arrangement had been instigated that City Hall would close over the period between Christmas and New Year. However this was considered to be one of the busiest times of the year for the mousehold heath wardens and he asked the Conservators whether they would support the officers to continue working over the Christmas period. This would be inline with the working arrangements of neighbourhood wardens.

RESOLVED to formally support the mousehold heath wardens Christmas working hours to be inline with those of the neighbourhood wardens.

5. OTHER BUSINESS

Margaret Bush suggested the need for an agreement between the highways authority and the Conservators so that any future proposals with an impact on the heath are consulted on fully.

Margaret Bush informed the group that the Showmans Guild had put up a fence and a coded lock and queried whether they had a private right of way across the heath. It was suggested that this could be incorporated into the itinerant.

Margaret Bush informed the group that a local resident may submit a complaint regarding the grass not being cut along a picnic area pathway just off Britannia Road. Will Stewart said that he would refer to the maintenance contract.

Paul Holley informed the group of an officer structure change. The mousehold heath wardens would be fully managed by Lenny Stamp, community and neighbourhood manager – north, who would now be the main contact for general heath matters. Paul Holley would be the main contact for any conservation and land management of the heath.

RESOLVED to:

- (1) ask the mousehold heath wardens to incorporate the Showmans Guild fence and coded lock to the itinerant;
- (2) ask Will Stewart to refer to the maintenance contract to identify whether grass cutting of the picnic area identified above was included;
- (3) note the changes to the main contacts:
 - **General heath matters**
Lenny Stamp, community and neighbourhood manager – north
01603 213281
 - **Conservation and land management matters**
Paul Holley, natural areas officer
01603 212343
- (4) thank Paul Holley for his work with the Mousehold Heath Conservators