



Mousehold Heath Conservators

14:00 to 15:45

15 June 2018

Present: Councillor Maxwell (chair), Price (vice chair), Bradford, Brociek-Coulton, Button, Kendrick, Lubbock, Peek and Sands (M); and Clare Cohen (Mousehold Heath Defenders) and John Trevelyan (The Norwich Society)

Apologies: Matthew Davies (Norwich Fringe Project)

1. Appointment of chair

RESOLVED to appoint Councillor Maxwell as chair for the ensuing civic year.

2. Appointment of vice-chair

RESOLVED to appoint Councillor Price as vice-chair for the ensuing civic year.

3. Public Questions/Petitions

There were no public questions or petitions.

4. Declarations of interest

There were no declarations of interest.

5. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 16 March 2018.

6. Mousehold Heath Conservators budget – provisional outturn 2017-18

The finance business partner (LGSS) presented the report. He said the accounts for the last financial year were closed and highlighted an underspend detailed in paragraph five to the report. He noted that the costs for the pension deficit were ongoing with this year's payment the sixth of ten instalments. He said this was summarised in the table on paragraph seven to the report.

The vice chair said the intention was to build a budget surplus of £10,000 by the end of the next financial year to provide a contingency fund.

RESOLVED to note the provisional budget outturn 2017-18.

7. Appointments to the management sub group

The chair referred to the supplementary agenda which had been circulated prior to the meeting.

Following discussion it was:

RESOLVED to appoint Councillor Maxwell (chair), Councillor Price (vice-chair), Councillor Brociek-Coulton, Clare Cohen (Mousehold Heath Defenders) and John Trevelyan (The Norwich Society) to the Mousehold Heath management sub group.

8. Itinerant meeting

Following discussion it was:

RESOLVED to ask the wardens to arrange an itinerant on 17 July at 2pm.

9. Mousehold Heath quarterly management update

The parks and open spaces manager presented the report. He noted there had been 665 volunteer hours on the heath in the last quarter.

RESOLVED to note the Mousehold Heath quarterly management update.

10. Mousehold Heath Conservators annual report 2017-18

The parks and open spaces manager presented the report and answered members' questions. He said in the past a large annual report was produced, he suggested producing two documents; a simplified summary which highlighted the report and full report which would be advertised on the website and made available to members of the committee.

The parks and open spaces manager noted achievements on the heath had been in line with the conservators aims last year. A total of 4278 volunteer hours had been recorded. A key number of volunteer groups contributed to the delivery of the management plan as detailed in paragraph 13 of the report. There had also been an increase in the number of people attending walks and activities on the heath.

In terms of heathland management the work on delivering Natural England's Higher Level Stewardship Scheme was ongoing. Butterfly numbers were recorded as being increased on the heath which bucked the national trend. Moth surveys showed 12 new species had been recorded on the site. It reflected a positive and productive year.

In response to a question the parks and open spaces manager said the new bat boxes project would provide a base line number to measure the numbers of bats on the heath in future years.

Discussion ensued regarding the report and aspects to highlight on the summary document.

RESOLVED to:

- (1) note the contents of the report.
- (2) produce a simplified summary version of the report highlights, in a colour, A3 folded version, to include photographs and information about the heath to raise awareness of its value as an open space and the opportunities it has to offer for residents and visitors.
- (3) delegate authority to the parks and open spaces manager to produce the finished version of the summary report with the communications team .
- (4) produce a PDF version of the finished summary report for the Norwich City Council website, a hard copy of the document for each member of the committee, and also copies for circulation to local schools.
- (5) ask the parks and open spaces manager to include in the annual report literature referencing volunteering, how to volunteer on the heath and contact details for hiring the heath; and
- (6) ask the parks and open spaces manager to liaise with the communications team to improve the council's website information on the heath including a link from the Mousehold Heath page of the council's website to the conservators site.

11. Mousehold Heath management plan 2018-2028 progress update

The parks and open spaces manager presented the report. The report looked at the management objectives from objective E onwards. Each objective had project specifications within it and linked to a map. The parks and open spaces manager presented a number of the objectives with their relevant maps.

He said that there would be a consultation process for the management plan. Key stakeholders, such as voluntary groups, Natural England and Norfolk Archaeology would be invited to respond. The consultation document would be available online with a link to the document to be reviewed first. In response to a question the parks and open spaces manager said he would work with the communications team to develop the questions asked within the consultation.

The mapping from the report was linked to the council's GIS system with the intention that there would be a public portal to access the maps. Discussion ensued regarding access to the report for members of the public without internet access and members were informed that a copy would be made available to review at city hall.

RESOLVED to:

- 1) note the progress to date
- 2) review part 2 of the plan and provide any suggested amends by 29 June 2018
- 3) approve part 2 of the plan, subject to any amendments received from the Conservators being incorporated; and
- 4) approve the consultation process and delegate responsibility for carrying out the consultation to the parks and open spaces manager

CHAIR