



Mousehold Heath Conservators

14:00 to 15:05

18 January 2019

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

Apologies: Councillor Peek

1. Public Questions/Petitions

There were no public questions or petitions.

2. Declarations of interest

There were no declarations of interest.

3. Minutes

RESOLVED to approve the accuracy of the minutes of the meeting held on 21 September 2018.

4. Budget and precept 2019/20

The finance business partner (LGSS) presented the report. The budget showed that 4% of proposed reserves had been accrued to date. The 2019/20 budget proposed an increase of £9,726 compared to the previous year to fund an increase in payments for salaries, pensions, repairs and maintenance. The vice chair said that a modest increase in the precept was being recommended to cover these increases.

RESOLVED to:

- (1) approve the budget as proposed in appendix one to the report; and
- (2) place a precept on Norwich City Council of £235,010 for the financial year 2019/20.

5. Decision made under delegated powers regarding urgent repairs at the pavilion

The parks and open spaces manager presented the report.

The chair said that emergency repairs had been required on the roof of the pavilion and authority for the work to be completed was made under delegated powers by the director of neighbourhoods in consultation with the chair and vice chair of Mousehold

Heath Conservators. The vice chair said meetings would be held with the tenants to focus on the long term management of the building which fitted into the strategic approach taken in the 10 year management plan.

The parks and open spaces manager said repairs on the pavilion windows were required but were outstanding as it was not clear who was responsible to pay for these.

RESOLVED to note the decision made under delegated powers regarding urgent repairs at the pavilion.

6. Ten year work programme and annual work plan 2019/20

The parks and open spaces manager presented the report. The works at the pavilion had accelerated the need to bring forward the decisions in relation to public toilet provision at the heath. This impacted on what happened with the football pitch, changing rooms and connected toilet block. Appendix A to the report showed the revisions for the years which the works were to be scheduled in and approval was being sought to amend the 10 year plan.

The annual work plan factored estimated costs; costs were not shown for elements which were part of the core service such as staffing as these costs did not change. No costs regarding works at the pavilion had been finalised as a conditions survey review was being awaited. Some costs maybe able to be taken from the capital budget. The roof was expected to be a considerable cost. It was planned that there would be a reserve balance of £14,990 by the end of 2019/20.

The work programme was presented in a different format and the parks and open spaces manager asked if members found the new format helpful. The vice chair and chair found the detail very helpful. It was noted by a member that the format could be difficult to comprehend as it was a large document going over a number of pages. It was suggested that if only columns for active months were shown it would reduce the size of the document. A member asked if electric testing should be added to the section on bandstand maintenance.

RESOLVED to approve:

- (1) the revised ten year work programme; and
- (2) the annual work plan, subject to any future changes which may need to be made to the annual work plan being presented for approval at a later date.

7. Mousehold Heath management plan 2018-2028 progress

The parks and open spaces manager presented the report. The management plan was too detailed a document to be produced and distributed; it was a working document and would be available online as part of the public consultation on the plan. A summary document which linked to the larger management plan would be produced for the public with easily referenced visual information.

The public document would include three maps:

- (1) Facilities: assets and fixed infrastructure such as pedal ways, pavilion and bandstand.
- (2) Habitat: heathland now and in the future
- (3) Cultural features: tramway, beech drive, cavalry track

The management sub group would meet on Monday 21 January to review the documents for consultation, and the consultation process. Consultation would take place in February.

The management plan would return to Mousehold Heath Conservators committee in March for approval.

A member asked if summary detail about the cultural features could be included in the text boxes and the open spaces manager said that he would do this.

A member asked if the summary document could be produced as an 'easy read' document and the parks and open spaces manager agreed to speak to the communications team regarding this.

RESOLVED to:

- (1) note the progress to date;
- (2) ask the parks and open spaces manager to consider if it is possible to produce the public summary management plan:
 - a) as an 'easy read' document; and
 - b) to include summary text about the cultural features.

8. Mousehold Heath quarterly management update

The parks and open spaces manager presented the report. The chair commended the wardens on their management of the fires on the heath experienced in the summer of 2018 and highlighted the total number of hours volunteered on the heath.

RESOLVED to note the Mousehold Heath quarterly management update.

CHAIR