

Mousehold Heath Conservators

MINUTES

14:00 – 15:45

22 January 2016

Present: Councillors Maxwell (chair), Price (vice chair), Bradford, Lubbock, Raby, Sands (M), Thomas (Vi); John Trevelyan (Norwich Society)

Also present: Bob Cronk (Interim executive head of neighbourhoods), Lenny Stamp (Community and neighbourhood manager), Vicki Reynolds (Service accountant), Sarah Cracknell (Estates Surveyor), Angela Western (Estate Management and Letting Manager), Andy Emms (Democratic services manager)

1. Apologies

Apologies were received from Margaret Bush (Mousehold Heath defenders), Matthew Davies (Norwich Fringe Project), councillors Brociek-Coulton and Jones.

2. Public questions / petitions

No public questions or petitions were received.

3. Declarations of interest

There were no declarations of interest.

4. Minutes

RESOLVED to agree the accuracy of the minutes of the meeting held on 18 September 2015.

5. APPLICATION FROM NATIONAL GRID

Melissa Jones from Dalcour Maclaren attended the meeting to speak on behalf of National Grid, explaining that National Grid were seeking to protect the pipeline through the installation of marker posts along Britannia Road which would include information notices at those points where the gas main was closest to the surface. These faceplates would be attached to the marker bollards allowing contractors etc to contact National Grid before carrying out any work, thus increasing awareness, safety etc.

In response to a Number of questions from the committee, Melissa explained the following:

- A map of the pipelines was available and Nigel Hayles was retaining a copy for reference.
- The weight of the tourist bus turning in the car park opposite Britannia Cafe does not pose a problem in terms of damage to the gas main.
- The main risk is posed through excavation during contractors work et cetera.
- The cost of the installation of the signage and any new bollards required would be borne by national grid.
- National Grid would require an agreement between themselves and the Conservators that would mean the Conservators must contact National Grid prior to any contract work being carried out in that area.
- Following pipeline strikes in other areas of the country (through a lack of information made available to contractors) National Grid works closely with the national health and safety executive to remedy such situations.

Whilst it was difficult to comment regarding sinking the pipe to a lower depth – as this is an engineering concern – Melissa said that she could request reasons as to why changing the depths of pipe may or may not have been considered. Members agreed that they would like her to explore this. Melissa confirmed that the details of plant protection would be passed to Lenny stamp to assist in any future planned works and emergencies.

RESOLVED to authorise the installation of marker posts to alert the presence of the gas main for contractors carrying out works in the vicinity of the pipeline, subject to the development of a licence between Norwich City Council and National Grid Gas.

6. BUDGET AND PRECEPT 2016-17

Vicki Reynolds presented the report.

In response to a member's question, Lenny Stamp explained that an additional £1500 could be made if pitch hire was reaching its full potential, adding that projects were being developed to encourage additional use.

Discussion ensued during which the following points were made:

- It was felt worthwhile exploring the idea of schools hiring the pitches, particularly in relation to school sports days. Whilst it was appreciated that schools also have budgeting problems, the idea was definitely worth investigating further.
- A member raised concerns regarding contracted works delivered through council contractors and whether or not it would be better to go out to tender to see if a better deal could be attained. Members agreed that it would be worthwhile to ask the head of city development services to attend a sub-group

meeting to allow members to understand what level of value for money is currently being provided within the contracted works.

RESOLVED to:

- a) approve the 2016-17 budgets (set out in Appendix A); and,
- b) place a precept on Norwich City Council in the relevant amount for the financial year beginning 1 April 2016 (as per paragraph 12).

7. MOUSEHOLD HEATH CONSERVATORS MANAGEMENT SUB GROUP: TERMS OF REFERENCE

Andy Emms presented the report. He explained that suggestions had been taken to the sub group - specifically highlighting the scheme of delegation to Bob Cronk in conjunction with the sub group.

The agreed make-up of the sub group was then confirmed as follows:

1. the chair of Mousehold Heath Conservators committee;
2. the vice-chair of Mousehold Heath Conservators committee; and,
3. three other conservators:
 - a. one councillor;
 - b. one Mousehold Heath Defender; and,
 - c. one member of the Norwich society.

It was agreed that the warden's report to the subgroup can be carried over as a written report to the main committee.

RESOLVED to:

- a) approve the terms of reference for the Mousehold Heath Conservators management sub group; and,
- b) delegate power to the head of local neighbourhood services, in consultation with both the chair and vice chair of the conservators, to make changes to all future work programmes if the need arises between conservators meetings subject to no increase in the total budget provision and first taking the matter to the management sub-group (unless an urgent decision is required).

8. NOTES FROM MOUSEHOLD HEATH MANAGEMENT SUB GROUP

RESOLVED to accept the notes of the Mousehold heath management sub group

9. ANNUAL WORK PROGRAMME 2014-15

Bob Cronk presented the report, highlighting that the work programme arises from the ten-year management plan which runs until 2018.

RESOLVED to approve the draft work programme for 2016-17.

10. MOUSEHOLD HEATH UPDATE

Lenny Stamp presented the report, particularly highlighting the £11,000 worth of work carried out by volunteers in the last quarter.

RESOLVED to note current activities that have been undertaken on Mousehold Heath.

11. ST WILLIAMS CHAPEL SITE MANAGEMENT AND UPKEEP

Lenny Stamp presented the report and explained that a new frame and improved schedule of maintenance was currently being investigated for the interpretation board.

RESOLVED to approve the management plan covering vegetation management, improvements to public access and interpretation for the site of St Williams Chapel.

12. Exclusion of the public

RESOLVED to exclude the public from the meeting during consideration of item *13 (below) on the grounds contained in the relevant paragraphs of Schedule 12A of the Local Government Act 1972 (as amended).

***13. ZAKS RESTAURANT – THE PAVILION MOUSEHOLD HEATH**

Sarah Cracknell and Angela Western explained that negotiations had concluded on the lease renewal for Zaks. It was increased to £15,000 per annum had been agreed and many factors had been involved within this calculation.

Subject to approval it had been agreed that a 15 year lease (with a tenants option to break at 10) was acceptable, to include a rent review every five years.

Zaks had agreed to take on the insurance obligation as part of the agreed deal.

RESOLVED to:

- a) note that the tenant will not be undertaking the previously proposed works;
and,
- b) agree that NPS Norwich progress and conclude the lease renewal negotiations on the basis of a 15 year lease at a market rent to reflect the latest agreed heads of terms.

CHAIR