

Notes from Mousehold Heath Management Sub Group**22 December 2015****16:30 – 18:15****Present:**

Cllr Maxwell	Chair
Cllr Price	Vice chair
Cllr Lubbock	
Cllr Raby	
Margaret Bush	The Mousehold Heath Defenders
John Trevelyan	The Norwich Society
Nigel Hales	Mousehold Heath Warden
Will Stewart	Mousehold Heath Warden
Lenny Stamp	Neighbourhood and community manager
Andy Emms	Democratic services manager
Andy Futter	Committee Officer

Terms of reference

Andy Emms said that a draft of the terms of reference for the management sub group had been sent to him. He suggested that they could be simplified, which he would do and would be brought to the next full meeting of the Conservators to formalise the devolvment detailed and for adoption of the terms of reference.

Action points

Andy Emms to bring a draft terms of reference to the next full meeting of the Conservators on 22 January 2016.

Works programme

Lenny Stamp gave an update on the progress against the works plan as follows:

- Nigel Hales had been working on researching visitor hubs
- The need for protective clothing for chainsaw trained staff including volunteers
- The resurfacing of the car park on Britannia Road. Cllr Price suggested that that the Britannia café could contribute to the costs and this could be written into the work programme.

Action points

To ask the wardens to father options regarding surfaces for the car park and to bring this information to the next full meeting on the Conservators.

Wardens update

Will Stewart gave the sub group an update on the wardens activities including:

- Three volunteers had been bushcutter trained
- A Christmas lunch had been provided for volunteers

Action points

To include the wardens update report in the agenda papers for the next full meeting of the Conservators.

St Williams chapel

Nigel Hales said that the interpretation panel had been vandalised but would be repaired.

Action points

To include the St Williams chapel report in the agenda papers for the next full meeting of the Conservators.

National Grid application

Nigel Hales said that National Grid needed to install markers to ensure that any contractors were aware of gas mains.

Action points

To clarify if National Grid intend to charge for any supervisory work during contracts

To bring this item to the next full meeting of the Conservators.