

MEETING of the **BOARD** of the **MALVERN HILLS CONSERVATORS** held at The Committee Room, The Council House, Malvern on Thursday, 12 January 2006 at 7 p.m.

Present:- Mrs. S. Adeney, Mr. M. Angell, Mr. M. Cordey, Mr. R. Hall-Jones, Mr. A. Macmillan, Mr. A. Myatt, Mr. B. Pilcher, Prof. J. Raine, Mr. R. Roberts, Mr. C. Rouse, Mr. P. Rumney, Dr. B. Smith (Chairman), Mrs. S. Thetford, Mr. R. Thomas, Mr. J. Tretheway, Mr. W. Watts, Mr. J. Webb, Mr. B. Wilcock, Mrs. J. Wildin, Mr. R. Witcomb.

In attendance:- The Director, Administrative Officer, Conservation Officer and Financial Consultant.

1. APOLOGIES FOR ABSENCE. Mr. D. Masters, Mr. A. Phillips, Mrs. P. Raven, Mr. R. Stockton, Mr. S. Try.

2. CHAIRMAN'S ANNOUNCEMENTS. None.

3. PUBLIC QUESTIONS. None.

4. DECLARATIONS OF INTEREST. None.

5. CONFIRMATION OF MINUTES. On the proposal of Mr. Wilcock, seconded by Mr. Roberts, it was **AGREED** that the Minutes of the meeting held on the 10 November 2005 should be **CONFIRMED** and **SIGNED** as a true and correct record.

6. MATTERS ARISING.

6.1 9.4 Highway work at Hall Green. The Director advised that the Wardens would be regularly checking the area for water-logging particularly after heavy rain. This was **NOTED**.

7. COMMITTEE REPORTS.

7.1 ACCESS & INFORMATION. Mr. Roberts presented the following report of the meeting held on the 17 November 2005 and moved its adoption. This was seconded by Mrs. Adeney.

MEETING of the **ACCESS & INFORMATION COMMITTEE** held at Manor House on Thursday, 17 November 2005 at 2 p.m.

Present:- Mrs. S. Adeney, Mr. J. R. Mills, Mr. R. Roberts (Chairman), Dr. B. Smith, Mr. R. Thomas, Mr. J. Tretheway, Mr. W. Watts, Mrs. J. Wildin.

In attendance:- The Director, Administrative Officer, Mrs. S. Thetford.

1. APOLOGIES FOR ABSENCE. Prof. J. Raine.

2. 'HELPING HANDS' PRESENTATION. Mr. Rob Biggs, together with Brian Palmer and David Head from the Church of Jesus Christ of Latter-day Saints gave a presentation on the successful 'Helping Hands' day held on the 24 September when approximately 300 volunteers from their Churches within the three counties took part in a litter sweep on the Hills and Commons, co-ordinated by Conservators' Wardens, as part of the Church's community service programme. The day had been very successful with two skips being filled with rubbish collected. Mr. Biggs thanked the Conservators for permitting this and presented the Board with a framed tabard specially made for the event. In accepting this, Mr. Roberts on behalf of Conservators thanked all those who had participated for their hard work which was much appreciated.

3. ELECTION OF CHAIRMAN. On the proposal of Mr. Tretheway, seconded by Dr. Smith, Mr. Roberts was **UNANIMOUSLY ELECTED** Chairman for the ensuing year.

4. ELECTION OF VICE CHAIRMAN. On the proposal of the Chairman, seconded by Mr. Mills, Mr. Thomas was **UNANIMOUSLY ELECTED** Vice Chairman for the ensuing year.

5. DATES OF MEETINGS FOR THE YEAR 2006. On the proposal of Mr. Tretheway, seconded by Mr. Thomas, it was **UNANIMOUSLY AGREED** that meetings for 2006 should continue to be held on Thursdays at 2 p.m. The meeting dates for the year would therefore be 23 February, 20 April, 29 June, 31 August, 19 October and 7 December.

6. DECLARATIONS OF INTEREST. None.

7. CHAIRMAN'S COMMUNICATIONS. The Chairman reported that he and the Administrative Officer had attended a one-day course organised by Community First entitled 'Getting your Message Across'.

8. MATTERS ARISING FROM THE MEETING HELD ON 15 SEPTEMBER 2005.

8.1 6. Filming Policy. The Director agreed to contact the BBC to find out whether its copyright conditions permitted the Conservators to use material filmed by the Corporation where this promoted the aims and objectives of the Conservators and no charge had been made.

8.2 7. Track across the Common at Poolbrook. The Director advised that he had written to the occupier of 35a Poolbrook Road asking for confirmation that all residents sharing the access were in agreement with the proposals but to date no response had been received. This was **NOTED**.

8.3 Water Features. The Chairman advised of the arrangements and entertainment for the official opening of the refurbished gardens at St. Ann's Well to be held on 9 December at 12 o'clock to which all Conservators would be welcome. This was **NOTED**.

8.4 10.2 Charity Fair. It was **NOTED** that the fair had been cancelled.

9. GUIDED WALKS. In presenting the report of the Working Party meeting the Chairman advised that Richard Witcomb had volunteered to lead walks and that David Hawkins had now taken over the organisation of the Malvern Walking Festivals held in May and October. This was **NOTED**.

10. BUDGET FOR THE YEAR 2006/07. On the proposal of Mr. Mills, seconded by Mr. Thomas, it was **AGREED** to recommend to the Administration & Resources Committee that the estimates as set out in the Director's report but subject to the deletion of £250.00 for the annual study visit, be included in the budget estimates for 2006/07.

On the proposal of Mr. Thomas, seconded by Mrs. Wildin, it was **AGREED** to ask the Administration & Resources Committee to include a figure of £250.00 for the Conservators' annual study visit within its training budget.

11. UPDATE ON WATER FEATURES. The Chairman reported on alterations to the plumbing to improve the water features at St. Ann's Well. Following completion of the work at St. Ann's Well, The Clock Tower at North Malvern would probably be the next water feature to be refurbished and then The Holy Well. This was **NOTED**.

12. INFORMATION.

12.1 Biological Records. It was **AGREED** to ask the Conservation Officer to attend the next meeting to talk about biological records.

12.2 Old Hills Car Park. The Director advised that there had been problems with waterlogging at the new car park. He had therefore arranged a meeting with the designer and supplier to take place shortly. This was **NOTED**.

12.3 British Camp. The Director advised that the contract had been let for the construction of a platform to enable disabled access through the gate from the car park onto the Hill.

The Chairman declared the meeting closed at 3.30 p.m.

Arising.

7.1.1 8.3 Water Features. Mr. Tretheway asked to be placed on record the successful official opening of the refurbished gardens at St. Ann's Well attended by approximately 100 people and thanked all those who had helped, in particular the Assistant AONB Officer for making it such a happy occasion. This was endorsed by Mrs. Thetford.

7.1.2 12.2 Old Hills Car Park. The Director reported that he was taking advice and would be making a report to the next meeting of the Land Management Committee.

The report was **CARRIED**.

7.2 LAND MANAGEMENT. Mrs. Thetford presented the following report of the meeting held on the 1 December 2005 and moved its adoption. This was seconded by Mr. Roberts.

MEETING of the **LAND MANAGEMENT COMMITTEE** held at Manor House on Thursday, 1 December 2005 at 2 p.m.

Present:- Mr. A. J. Phillips, Mr. J. G. Plant, Mr. C. Rouse, Dr. B. G. Smith, Mrs. S. Thetford (Chairman), Mr. J. A. Tretheway, Mr. J. Webb, Mr. R. G. Witcomb.

In attendance:- The Director, Conservation Officer, Administrative Officer, Mr. R. Roberts, Mr. R. Thomas and Rupert Johnson (AONB Project Officer).

1. **APOLOGIES FOR ABSENCE.** Mr. B. Pilcher.

2. **ELECTION OF CHAIRMAN.** On the proposal of Mr. Tretheway, seconded by Mr. Plant, Mrs. Thetford was **UNANIMOUSLY ELECTED** Chairman for the ensuing year.

3. **ELECTION OF VICE CHAIRMAN.** On the proposal of Mr. Plant, seconded by Mr. Rouse, Mr. Witcomb was **UNANIMOUSLY ELECTED** Vice Chairman for the ensuing year.

4. **DATES OF MEETINGS FOR THE YEAR 2006.** It was **AGREED** that meeting would continue to be held on a Thursday at 2 p.m. The meeting dates for the year would therefore be 2nd February, 30th March, 1st June, 27th July, 5th October and 30th November.

5. **DECLARATIONS OF INTEREST.** None.

6. **CHAIRMAN'S COMMUNICATIONS.** None.

7. MATTERS ARISING FROM THE MEETING HELD ON THE 6 OCTOBER 2005.

7.1 4.1 St. Ann's Well Gardens and Water Features around the Hills. A site visit to St. Ann's Well had been made prior to the meeting attended by David Armitage, Assistant AONB Manager. Members were pleased with the work and congratulated David Armitage on his management of the project which had involved liaising with many interested parties. It was noted that the planting would be carried out soon and the resin-bonded surface would be put down when there was no further fear of frost.

Several suggestions had been made for improving the area which included placing a security light on the building near the terraces, four additional benches for the terraces, together with another one by the pool. These costs could be met from the existing budget.

The Director advised that a budget figure for maintenance of the garden had been included in the estimates.

Members expressed disapproval at the state of the Well Room and the Director advised that he would be meeting the tenants in the new year and would discuss it with them.

7.2 5. Tree Safety Survey 2005/06. Tenders had been received and a contractor would be appointed shortly to carry out the work. This was **NOTED**.

8. CASTLEMORTON COMMON PLAN. Rupert Johnson, AONB Project Officer, reported that Land Use Consultants from Bristol had been appointed to produce the Plan and that he was meeting representatives next week when they would be making a site visit and talking through the scoping exercise. The Consultants would be spending the next twelve months producing the plan, based on discussion with the local land users. He asked anyone with particular ideas or opinions who wished to be consulted to contact him. The Plan, financed by the Heritage Lottery Fund, would be an advisory document in two parts, a layman's version and a technical version and would be looking at ways of having more livestock on the Common to keep down the scrub. This was **NOTED**.

9. LITTER BINS. The Director presented his report, together with a map showing where litter bins were located. Whilst members agreed that the bins on the northern Hills and Commons should be retained, the Director agreed to produce a further report to the next meeting, following obtaining the views of staff who emptied the bins, to ascertain whether it would be practicable to remove further bins from the southern end of the Hills and roadside verges.

10. ENVIRONMENTAL STEWARDSHIP – ASSESSMENT FOR USE ON MHC LAND. The Conservation Officer presented his report. On the proposal of Mr. Tretheway, seconded by Mr. Witcomb, it was **UNANIMOUSLY AGREED** that the Conservation Officer should apply to enter into the Scheme on the Northern (CL16), the Central Hills (CL14), the British Camp/Broad Down area (CL12) and the Old Hills (CL28). It was **FURTHER UNANIMOUSLY AGREED** on the proposal of Mr. Phillips, seconded by Mr. Plant, to delay a decision on Castlemorton Common until the Castlemorton Common Plan process had been completed.

11. STOCK MANAGEMENT FACILITIES. The Conservation Officer presented his report following a review of the provision of livestock management facilities at the Colwall Lands on Brockhill Road. Members **UNANIMOUSLY AGREED** to Option 2, i.e. to replace the existing buildings with a purpose built steel framed building as detailed and recommend to the Administration and Resources Committee that this be paid out of the Parliamentary Fund at an amount not exceeding £35,000.00.

12. BUDGET FOR THE YEAR 2006/07. On the proposal of Mr. Tretheway, seconded by Mr. Plant, the budget estimates were **UNANIMOUSLY AGREED**.

13. GRAZING MONITORING GROUP. The report of the meeting held on the 8 November 2005 was **NOTED**.

14. WILDLIFE PANEL. The Conservation Officer presented the report of the meeting held on the 20 October 2005 and advised that as part of the Biological Recording Project Herefordshire Action for Mammals was carrying out a dormouse survey on the Hills. This was **NOTED**.

15. SCRUB MANAGEMENT ON THE HILLS. The Conservation Officer presented his report informing members of the success of recently adopted management methods to reduce scrub and encourage grass growth. This was **NOTED** with appreciation.

16. TRIPARTITE MEETING. NOTED.

17. INFORMATION.

17.1 Black Poplars. The Conservation Officer advised that he had recently attended a National Black Poplar Conference at Aylesbury where it had been reported that the Black Poplar trees in the Manchester area affected by the disease were a different strain to the native Black Poplars which so far had not been affected. It was therefore safe to resume pollarding. This was **NOTED**.

17.2 Wyche Cutting Public Conveniences. The Director reported that he had written to Herefordshire Council regarding the state of the public conveniences and had received a reply that the Council was considering demolishing them. He therefore suggested that on members' behalf he made representations to Herefordshire Council as both British Camp and Wyche conveniences were well used by walkers. Copies of the letter would be sent to the Herefordshire Council representatives on the Board with a request that they report back. This was **AGREED**.

17.3 Grass Waste at West of England Quarry. The Director advised that following the article in the Malvern Gazette he had contacted a representative of the Environment Agency who had made a site visit and whilst assuring that there was no major problem, would be writing formally in due course with recommendations. This was **NOTED**.

17.4 Grant. The Conservation Officer advised that via the AONB the Conservators had received a grant of £1,000 from Herefordshire Council for work on the Hollybed Common area. This was **NOTED**.

17.4 Old Hills Car Park. The Director reported that negotiations were continuing with the parties concerned regarding the construction of the car park and he would report further to members as soon as practicable. This was **NOTED**.

The Chairman declared the meeting closed at 3.40 p.m.

Arising.

7.2.1 14. Wildlife Panel. Mr. Witcomb drew members' attention to a recent publication by a member of the Panel, Peter Garner, entitled 'Dragonflies of Herefordshire'. This was **NOTED**.

7.2.2 17.2 Wyche Cutting Public Conveniences. The Director advised that Mr. Stockton and the Vice Chairman of the Board had agreed to meet with an officer of Herefordshire Council to try and improve facilities and he hoped to have information for the next meeting. It was generally agreed that this was an important facility for visitors to the Hills and every effort should be made to retain them.

7.2.3 17.3 Grass Waste at West of England Quarry. The Director advised that a letter had not yet been received from the Environment Agency. This was **NOTED**.

The report was **CARRIED**.

7.3 ADMINISTRATION & RESOURCES. Mr. Wilcock presented the following report of the meeting held on the 8 December 2005 and moved its adoption. This was seconded by Mr. Angell.

MEETING of the **ADMINISTRATION & RESOURCES COMMITTEE** held at Manor House on Thursday, 8 December 2005 at 7 p.m.

Present:- Mr. M. Angell, Mr. R. F. Hall-Jones, Mr. A. K. C. Macmillan, Mr. A. Myatt, Dr. B. G. Smith, Mr. J. A. Tretheway, Mr. B. A. Wilcock.

In attendance:- Administrative Officer, Conservation Officer, Financial Consultant, Financial Assistant, Mr. R. Roberts, Mrs. S. Thetford.

1. APOLOGIES FOR ABSENCE. Mr. M. Cordey, Mr. P. Harling, Mr. P. Rumney.

2. ELECTION OF CHAIRMAN. On the proposal of Mr. Tretheway, seconded by Mr. Angell, **MR. WILCOCK** was **UNANIMOUSLY ELECTED** Chairman for the ensuing year.

3. ELECTION OF VICE CHAIRMAN. On the proposal of Dr. Smith, seconded by Mr. Myatt, **MR. ANGELL** was **UNANIMOUSLY ELECTED** Vice Chairman for the ensuing year.

4. DATES OF MEETINGS FOR THE YEAR 2006. It was **AGREED** that meetings for 2006 would be held as follows:-

Thursday, 16 February
Thursday, 22 June
Wednesday, 25 October

Wednesday, 26 April
Wednesday, 23 August
Wednesday, 13 December

commencing at 7 p.m.

5. DECLARATIONS OF INTEREST. None.

6. CHAIRMAN'S COMMUNICATIONS. The Chairman reminded members that the next meeting to discuss the Forward Strategy would be held in the Chairman's Room at The Council House at 7 p.m. on Thursday, 15 December 2005.

7. MATTERS ARISING FROM THE MEETING HELD ON THE 27 OCTOBER 2005.

7.1 4.2 Land Registry. The Administrative Officer confirmed that the cost of registering the Board's land could be funded from the Parliamentary Fund as it was consolidating the Board's estate. This was **NOTED**.

8. BUDGET ESTIMATES FOR THE YEAR 2006/07. The Financial Consultant presented her report on the budget estimates:-

- As the Conservators would be liable for bank charges from the 1 April 2006 the item under the administration budget was increased from £200 to £1,000 – amended report attached.
- For clarification it was noted that the levy collected by MHDC was from the parishes of Malvern, Malvern Wells, West Malvern and Guarford.
- The approximate breakdown of professional fees in the budget was:-

Financial Consultant	£10,000
Auditors	£4,000
Legal	£10,000
Valuation	£500
Personnel advice	£300
Bailiffs	£1,000

It was agreed that professional fees would be disclosed in greater detail in the Management Accounts for 2006/07.

- In the 2006/07 Management Accounts the expenditure on public relations would be grouped together under general headings to reduce the number of low value entries.
- It was agreed that whilst the Grazing Scheme was not part of the General Account a separate note of this account would be included in future.

The Chairman proposed that the Committee recommend to the Board the acceptance of the General Account Budget Estimates for the year 2006/07 and that the levy be confirmed at £339,100, an inflation increase of 3%. This was seconded by Dr. Smith and **CARRIED UNANIMOUSLY**.

It was **AGREED** on the recommendation of the Land Management Committee that an amount not exceeding £35,000 should be debited from the Parliamentary Fund for the purchase of a building to provide livestock management facilities at Colwall Lands.

9. WARDEN – VOLUNTARY WORK WITH RSPB. It was noted from the Director's report that the Warden would be taking two months unpaid leave to do voluntary work with the RSPB. As it was felt that the experience gained in working for another organisation whose work with wildlife was connected with an aspect of the Conservators' own work would be of advantage to the Board, it was proposed by the Chairman, seconded by Mr. Angell that the Director should be given authority to make the sum of £500.00 available from the training budget towards the Warden's expenses. This was **CARRIED** with one abstention.

It was suggested that a policy should be drafted to cover similar applications from staff in the future.

10. ANNUAL REVIEW OF FUNDING LIMIT FOR LAND ACQUISITION. It was proposed by Mr. Angell, seconded by Mr. Myatt, that the financial limit for land acquisition to be delegated to the Urgent Business Sub-Committee for purchase of land within policy should be increased to £40,000.00. This was **UNANIMOUSLY AGREED**.

11. ARRANGEMENTS FOR CHRISTMAS/NEW YEAR HOLIDAYS. NOTED.

12. INFORMATION. There were no items of information.

On the proposal of the Chairman, seconded by Mr. Angell, it was **AGREED** that the public should be excluded from the remainder of the proceedings on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

The Chairman declared the meeting closed at 8.45 p.m.

Arising.

7.3.1 8. Budget Estimates for the year 2006/07. In answer to a question the Financial Consultant reminded members that the Board had changed its bankers to Lloyds TSB Bank Plc and as a result had received 18 months free banking. Charges would now be incurred at a 16% reduction on the standard tariff. This was **NOTED**.

7.3.2 Warden – Voluntary Work with RSPB. Mr. Witcomb expressed his appreciation to the Warden as he felt the information gained would be invaluable.

The report, including items 10, 13 and 14 taken in committee, was **CARRIED**.

8. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES.

8.1 Malvern Spa Association. Mr. Roberts reported that the Association had had a good year, one of the successes being the completion of the refurbishment work at St. Ann's Well which was recognised by the Blessing and the naming of the spring adjacent to the Well House 'Old Moses Spout' in recognition of the donkeys that in Victorian times carried visitors up the Beacon. This had marked the completion of the first part of the Malvern Heritage Project for the restoration of the springs. The AGM had been well attended and it was reported that the membership had reached 100 with 35 Well Wardens. The AGM had concluded with a presentation by David Armitage and Rose Garrard on the work schedule for the remainder of the renovation work to the springs and spouts funded by Heritage Lottery. In answer to a question, Mr. Roberts confirmed that the Springs and Wells Newsletter did not have any connection with the Malvern Spa Association or the Heritage Lottery project. This was **NOTED**.

8.2 Great Malvern Town Centre Partnership. Mr. Roberts reported that the next meeting was scheduled for the 17 February 2006. This was **NOTED**.

8.3 Malvern Hills AONB Joint Advisory Committee. Dr. Smith advised that the next meeting of the Committee was to be held on the 20 January 2006 when items to be discussed included:-

- Sustainable Development Fund – Formation of a panel of 4 members to consider grant claims received by the AONB for funding under the Scheme.
- Planning and Polytunnel development
- Modifications to the AONB boundary
- Budget

This was **NOTED**.

9. FORWARD STRATEGY. In presenting the draft the Chairman explained the need for this overall Forward Strategy which set out specific objectives over the next ten years. This was a statement of additional projects that Conservators would like to do over and above the work already being undertaken which it was hoped would gain the support of the many stakeholders and partners. He stressed the importance of giving a sense of direction to the

organisation in preparation for the review of the Management Plan. Although there had been much discussion in committees and informally the actual process of preparing the paper had been conducted in two professionally facilitated meetings to which all Conservators were invited and he thanked all those who had given time and thought to the process. Once the strategy had had Board approval it would be followed by a structured consultation process as well as discussion on the specific objectives by the Committees. During discussion several members brought up items they felt should have been included. It was agreed that a list of these items would be recorded by the Administrative Officer for future consideration. Following a full discussion it was proposed by Mr. Hall-Jones that the draft Forward Strategy should be adopted. This was seconded by Mr. Roberts. Mr. Rumney, seconded by Mr. Rouse then proposed an amendment that before being adopted the draft should be edited by the Chairman and Director to take account of the comments made by members. However, on being put to the vote the amendment was lost. The substantive motion was **CARRIED** by 18 votes with two abstentions.

10. URGENT BUSINESS. None.

11. INFORMATION.

11.1 Management Report. The Director presented his report as follows:-

MANAGEMENT REPORT

DATE: 12 JANUARY 2006

DIRECTOR

- Meeting with Archaeologist and AONB over survey work on Shire Ditch.
- Supervised access improvements from British Camp car park and ensured white lines were repainted.
- Meeting for this year's Spring Walking Festival.

CONSERVATION OFFICER

- Agreed scrub clearance programme on Castlemorton Common with English Nature and Castlemorton Common Association.
- Entered negotiation over Single Payment Scheme
- Meeting with local Landowners (English Nature, Eastnor, Bromsberrow, National Trust).
- Meeting with Butterfly Conservation to set up monitoring.
- Attended the Grazing Animals Project AGM at the National Sheep Association and led a walk across the northern Hills to look at the cattle grazing.
- Attended UK Black Poplar conference.
- Meeting with Herefordshire Action for Mammals and Vincent Wildlife Trust to set up monitoring.
- Visit from Staffordshire Moorlands District Council.
- Addressed Severn Trent employees on the Malvern Hills Conservators and their work.
- Gave talk on "The Wildlife of the Malvern Hills" for a Farming & Wildlife Advisory Group event.

FIELD STAFF

- Scrub clearance at Blackhill and End Hill
- Cattle fencing moved at middle section of the Hills
- Flail mowing on hillside at various locations
- Path repair work on track at Westminster Bank and path from North Quarry car park to Happy Valley; commenced repairs to path from Gardiners Quarry car park.
- New Land Rover purchased on 1 December 2005
- Cattle moved to the west side of the Worcestershire Beacon
- Drain clearing all areas
- General litter clearing
- Sheep Numbers at 5.1.06
 - 191 ewes
 - 30 ewe lambs
 - 4 rams

WARDENS

- Beacon Newsletter completed
- 30 wooden 'NO HORSES' posts put on various paths around Old Hills. 10 more on order to complete.
- Car park maintenance – strimming and leaf clearance
- Induction of new Voluntary Warden
- Cleared, tidied and painted railings at Lamb Bank
- Conservation days – Cleared Silver Birch saplings at Pinnacle Hill and Pond Clearance at Hall Green.
- Attended Worcestershire Wardens Partnership meeting
- Repairs to several car park meters
- Liaised with North Malvern Bike Shop re their unauthorised cycling routes
- Byelaw incidents:-
 - Unauthorised signs 4
 - Unauthorised skips 2
 - Mountain bikers 9 groups
 - Mountain boarders 2 groups
 - Mini motorbikes 2
 - Dogs chasing sheep 2
 - Burnt vehicles 1
 - Fly-tipping 5
 - Encroachments 6
 - Removal of turf 1
 - Cars for sale on common 2
 - Unauthorised driving 1

TRAINING

- 2 staff + 2 Voluntary Wardens attended introduction to Countryside Management Course.
- Warden, Nicky Quinn, attended First Aid refresher course.
- Ray Roberts and Admin Officer attended a Community First one day course at Hereford on 'Getting your Message Across'

ADMINISTRATION

- 10 Planning applications looked at.

Arising.

11.1.1 Meeting with Archaeologist. The Director advised that this practical report, which highlighted points that could be fed into the Management Plan, would be presented at the next meeting of the Land Management Committee. This was **NOTED**.

11.1.2 Mini Motorbikes. It was **AGREED** to discuss this matter at the next meeting of the Access & Information Committee.

There being no further business the Chairman declared the meeting closed at 8.23 p.m.