

OUTWOODS MANAGEMENT COMMITTEE
18TH JULY 2018

PRESENT: Councillors Fryer (Chair), Campsall, K. Harris and Parsons
PB, RE, CN and JN.

Tony Thory and Nita Rao – ArtSpace Loughborough

Head of Cleansing and Open Spaces
Senior Green Spaces Officer
Democratic Services Officer (MH)

APOLOGIES: Councillors Jukes, Morgan, Poland and Tillotson
GM

1. APPOINTMENT OF CHAIR AND VICE-CHAIR

In accordance with the Trust Deeds, the Mayor of Charnwood had been invited to become the Chair of the Outwoods Management Committee, but had declined and requested that the Committee proceed to appoint from within its Committee membership.

It was proposed by Councillor Parsons and seconded by JN that Councillor Fryer be appointed Chair of the Outwoods Management Committee.

AGREED that Councillor Fryer be appointed Chair of the Outwoods Management Committee.

It was proposed by Councillor Fryer and seconded by PB that Councillor Campsall be appointed Vice-chair of the Outwoods Management Committee.

AGREED that Councillor Campsall be appointed Vice-chair of the Outwoods Management Committee.

2. DISCLOSURES OF PECUNIARY AND PERSONAL INTERESTS

Disclosures of personal interests were made as follows:

- (i) by PB who farmed land adjacent to the Outwoods.
- (ii) by RE whose wife was a member of ArtSpace Loughborough.
- (iii) by JN who lived on land adjacent to the Outwoods.

3. MINUTES OF THE PREVIOUS MEETING

The public and exempt minutes of the meeting held on 11th April 2018 were agreed.

4. UPDATE – SCULPTURE TRAIL

A final project report prepared by ArtSpace Loughborough regarding the sculpture event at the Outwoods was submitted (item 5 on the agenda).

Tony Thory and Nita Rao from ArtSpace Loughborough attended the meeting to present the report and highlighted the following matters:

- (i) The Committee was thanked for permitting the project to take place in the Outwoods and Council officers and Rangers were thanked for their support especially in dealing with the wet conditions underfoot.
- (ii) The event had been very successful in terms of the interest it had generated despite poor weather at the start of the event. There had been between 3,000 and 3,500 attendees over the four days, good media coverage and significant interest on social media.
- (iii) The project had included visits by seven school groups and workshops that brought people together to work creatively. Visitors had included people who would not normally visit art galleries and new visitors to the Outwoods.
- (iv) Following the event the site was fully restored and the grass in the areas that had been used was recovering well.
- (v) Feedback suggested that there was a great appetite for further such events.

Tony Thory and Nita Rao from ArtSpace Loughborough outlined options for possible future events at the Outwoods as follows:

- (i) An artist in residence who did not live at the site but worked there on a regular basis would provide a good basis for seeking Arts Council funding. Such a project could involve six weeks of work spread over four months (January to April) and involve a range of sculpture activities.
- (ii) The bungalow could be used as a base for the artist but activities would also take place in the woods. Some could be very ephemeral and would be for visitors to discover.
- (iii) A second sculpture trail could build on the success of the first one and involve approximately eight artists over a six-week period. It was hoped that extending the period over which the event was run would spread the number of visitors over a longer period.

Members of the Committee commented that there were a number of issues, such as use of the bungalow, publicity, security, ensuring the naturalness of the woods is maintained and the amount of support required from the Council and the Committee that would need to be considered.

Officers stated that other car parks, for example Nanpantan Sports Ground and Moat Road could be made available for visitors during any future events and other transport issues would need to be considered, and that any event would require approval from Natural England as the Outwoods was an SSSI.

AGREED

1. that the report be noted;

2. that a further report be submitted to the next meeting of the Committee setting out proposals by ArtSpace Loughborough for use of the Outwoods;
3. that ArtSpace Loughborough be asked to submit their proposals to the Head of Cleansing and Open Spaces by the middle of September so that they could be circulated to members of the Committee prior to the date for publishing the agenda for the next meeting of the Committee;
4. that ArtSpace Loughborough be invited to attend the next meeting of the Committee to present the proposals.

5. OPERATION OF THE COMMITTEE

A report concerning the transparency of the Committee's operation including the publication of agendas and minutes was submitted (item 6 on the agenda).

The following comments were made by members of the Committee:

- (i) It would be difficult for the Committee to maintain a standalone website about the Outwoods and the work of the Committee.
- (ii) It was appropriate that there was only limited promotion of events at the Outwoods as the site was an SSSI and there were limited facilities.
- (iii) Future donor trustees should be asked whether they wanted their names to be set out in full or as initials in the minutes of meetings. Councillor trustees would have their names set out in full.

AGREED

1. that the information provided on the Council's website regarding the Outwoods and the work of the Committee be expanded to include agendas and minutes of meetings of the Committee and a list of events, such as organised walks, taking place at the Outwoods;
2. that current donor trustees be referred to in the minutes by their initials rather than by their full names and that future donor trustees be asked whether they wanted their names to be set out in full or as initials in the minutes of meetings;
3. that the publication of agendas and minutes of meetings of the Committee on the Council's website begin with this meeting.

6. OFFICER UPDATE REPORT

A report of the Head of Cleansing and Open Spaces was submitted (item 7 on the agenda) updating the Committee in respect of the following:

- (a) Edible Forest

The Head of Cleansing and Open Spaces stated that the schedule of events would now be different to that set out in the report and events would now only take place on Saturday and Sunday. Trustees were encouraged to attend the events.

AGREED that members of the Committee be informed when tickets for the events go on sale.

(b) Peppercorns Catering

The Head of Cleansing and Open Spaces stated that the lease for a further 12 months of trading was being finalised. The Ella Louise Bus would operate at weekends and during school holidays. The lease would enable there to be a further test of the demand for catering facilities at the Outwoods.

(c) ESIF Funding

The Head of Cleansing and Open Spaces stated that questions of clarification had been received from the Rural Payments Agency and responded to.

AGREED that members of the Committee be informed of the outcome of the funding bid.

(d) Outwoods Masterplan

The Head of Cleansing and Open Spaces stated that the Masterplan did not deal with the management of the Outwoods but with access to it and its relationship to other sites. The Masterplan was aspirational and highlighted what could be achieved regarding wider access.

(d) Byelaws Update

The Head of Cleansing and Open Spaces stated that work on the byelaws was still ongoing.

(e) Interpretation Boards

The Chair stated the interpretation boards would be put up in the Outwoods during the second quarter of the Council's financial year, ie between 1st July and 30th September.

AGREED that the report of the Head of Cleansing and Open Spaces be noted.

7. CHARNWOOD FOREST LANDSCAPE PARTNERSHIP BID

The Head of Cleansing and Open Spaces provided a verbal update regarding the recently awarded lottery funded grant that highlighted the following points:

- (i) The sub-committee had met with Julie Attard, who was employed by the National Forest, to discuss what could be achieved and what projects could be delivered.
- (ii) Following the initial meeting there would be a process of coming up with and developing ideas. A further meeting of the sub-committee would be arranged.
- (iii) The funding related to the whole of the Charnwood Forest, including for example Beacon Hill and Bradgate Park, and involved Hinckley and Bosworth

Borough Council and Northwest Leicestershire District Council as well as Charnwood Borough Council. The Head of Cleansing and Open Spaces was a member of the steering group on behalf of the three local authorities.

AGREED that Julie Attard be invited to the next meeting of the Committee.

8. DRAFT OUTWOODS MANAGEMENT PLAN

A draft version of the Outwoods Management Plan was submitted (item 9 on the agenda).

The Senior Green Spaces Officer stated that there had not been significant changes from the previous plan and that comments from members of the Committee would be welcome.

A member of the Committee stated that it was important that there should be consistency between the different documents setting out the vision and purpose for the Outwoods and that that would provide direction for the Committee's decision-making. The term gateway to the National Forest was also queried.

AGREED

1. that a message be sent to all members of the Committee asking them to provide comments of the draft version of the Outwoods Management Plan to the Senior Green Spaces Officer;
2. that a further report enabling the Committee to consider agreeing and adopting the revised Outwoods Management Plan be submitted to the next meeting of the Committee.

9. FINANCE UPDATE

An update regarding finance issues for the 2018/19 year was submitted (item 10 on the agenda).

In response to questions from members of the Committee, the Head of Cleansing and Open Spaces stated:

- (i) The expenditure for consultants fees included money that had been spent on the production of the Masterplan and a contribution to the National Forest for the work being undertaken by Julie Attard.
- (ii) The income received from car parking charges suggested that their introduction had been successful.

The following comments were made by members of the Committee:

- (i) Season tickets for car parking at the Outwoods were good value and should be promoted including the option to pay by direct debit.
- (ii) There had been doubts about the principle of introducing car parking charges but it was encouraging that the set-up costs had already been paid for and

that the Committee was making a contribution to the costs of managing the Outwoods.

- (iii) The information in the report could be made clearer by distinguishing between the expenditure that was for the full year and that which was a year to date figure.

AGREED

1. that an update regarding parking season tickets be included in the financial update that is submitted to the next meeting of the Committee;
2. that future financial updates submitted to the Committee distinguish between expenditure that was for the full year and that which was a year to date figure.

10. A.O.B

There was a discussion regarding the arrangements for the visits to the Outwoods by members of the Committee prior to meetings of the Committee.

AGREED that the Clerk to the Committee set out the time of visits to the Outwoods in the text of the email circulating the agenda to trustees.

Councillor Campsall left the meeting at 7.20pm and the meeting became inquorate. The remaining items on the agenda were not considered.

ADDENDUM - DECISIONS WHEREBY A VOTE WAS TAKEN

At the meeting of the Committee held on 6th September 2017 it was agreed that when the Committee voted by a show of hands on decisions made by the Committee that this information was documented as an addendum to the minutes (minute 2.2 refers).

Item 2 – APPOINTMENT OF CHAIR AND VICE-CHAIR

It was proposed that Councillor Fryer be appointed Chair of the Outwoods Management Committee.

7 voted in favour
None voted against or abstained
Councillor Fryer did not take part in the vote

The proposal was carried.

AGREED that Councillor Fryer be appointed Chair of the Outwoods Management Committee.

It was proposed that Councillor Campsall be appointed Vice-chair of the Outwoods Management Committee.

7 voted in favour
None voted against or abstained
Councillor Campsall did not take part in the vote

The proposal was carried.

AGREED that Councillor Campsall be appointed Vice-chair of the Outwoods Management Committee.

Item 6 – OPERATION OF THE COMMITTEE

It was proposed that changes were made to publicity for the Outwoods and the operation of the Committee.

8 voted in favour
None voted against

AGREED

1. that the information provided on the Council's website regarding the Outwoods and the work of the Committee be expanded to include agendas and minutes of meetings of the Committee and a list of events, such as organised walks, taking place at the Outwoods;
2. that current donor trustees be referred to in the minutes by their initials rather than by their full names and that future donor trustees be asked whether they

wanted their names to be set out in full or as initials in the minutes of meetings;

3. that the publication of agendas and minutes of meetings of the Committee on the Council's website begin with this meeting.