

**MINUTES OF THE MEETING OF THE CHARNWOOD FOREST REGIONAL PARK
STEERING GROUP HELD IN THE GARTREE COMMITTEE ROOM
ON WEDNESDAY 10TH MAY 2017 AT 10.00-12.00**

PRESENT

Cllr E Vardy, CBC (Chairman)	Cllr EV
Sam Lattaway, National Forest Company (Vice-Chairman)	SL
Cllr P Posnett, LCC	Cllr PP
John Everitt, National Forest Company	JE
Roy Denney, Local Access Forum	RD
Peter Tyldesley, Bradgate Park Trust	Pty
Anna Low LCC	AL
Vicky Cormie LCC	VC
Fiona Walker LCC	FW
Claire Install, Leicestershire & Rutland Wildlife Trust	CI
Paul Tame, National Farmers Union	PT
Ian Nelson, NWLDC	IN
Mark Fennel, CBC	MF
Neil Rudge, Natural England	NR

1. APOLOGIES

Michael Jeeves, Leicestershire & Rutland Wildlife Trust	MJ
John Howells, Ramblers Association	JH
Martin Peters, Leicestershire Promotions	MP
Dr Julie Attard, University of Leicester	JA
Graeme King, Aggregate Industries	GK
Alison Gibson, NWLDC	AG
Kristina Cox, Natural England	KC
Phil Jackson, Aggregate Industries	PJ
Huw Williams, H&BBC	HW

2. MINUTES OF THE MEETING 9th February 2017

Members accepted the minutes of the meeting of the 9th February 2017 as a true record of the meeting.

3. MATTERS ARISING

There were no matters arising.

4. HLF BID

SL had prepared a presentation regarding the HLF Landscape Partnership bid as it stands currently. The draft bid had been circulated prior to the meeting. SL wanted to get the group's views on the content and whether they were all happy with it; the bid is going to be submitted on Friday 26th May.

SL delivered the presentation (attached to the minutes), including the key aspects of the bid, the project summary and any issues, and risks to the heritage. He detailed what the project will do and explained the need for the bid and HLF support.

Cllr EV encouraged the group to let SL know of any issues due to the short timescale before the bid is submitted.

The group were very happy with the content, other than a few typos and the repetition of the word 'volcano'. SL assured the group that this would be looked at and amended.

PT commented that he felt this presentation had a lot more narrative than that of the previous bid and was very supportive of the themes included. He also asked if local farmers were being updated on the current stage of the bid. SL said he would ensure the slides are sent out to local farmers.

SL circulated an up to date version of the bid, including timelines and costings for the development and delivery phases.

The group discussed in detail the development phase; this detailed the staffing required, budgets, consultation, match funding and governance.

SL said he had verbal agreement from some partners regarding match funding and asked that they confirm this in writing before the bid is submitted.

SL then spoke about the delivery phase. This included the initial budget produced by Matt but it would be properly defined during the development phase; match funding will be key during this phase.

The group looked at the outline budget as detailed in the handout. SL said the budget did not need to be too detailed at this point, but they need to outline details if project costs.

There was the possibility of including costs for increased management and maintenance brought about by enhancements.

FW asked if this included rights of way. SL said that Matt will be looking into rights of way in more detail.

NR said that obviously there would be some uncertainty with regards to funding due to the Brexit negotiations. SL agreed that they would have to bear this in mind.

SL again said that the budget is still to be refined further but asked the group to confirm that they were happy with the broad allocation in place currently. He also asked that they were all happy with the concept of finding match funding.

FW asked about letters of support for the bid.

SL said that Matt had spoken to Amanda at HLF, he wasn't sure if he had had a response from her, but would ask Matt to confirm.

SL asked everyone to confirm they were all happy with what had been discussed so far.

The group were all in agreement.

SL asked the group if they had any evocative images of the Charnwood area to forward them on to Matt to include in the submission.

AL said she had some images she could upload to the Facebook page.

SL said they will be required to do an HLF site visit around late summer. This will involve the HLF officers travelling to various project locations and meeting with partners on site. Matt will be getting in touch with partners to arrange this, if people could make themselves available where possible.

SL then detailed the last steps for getting the bid completed and submitted on time. The group were asked to submit any outstanding substantive comments to Matt by the end of this week (12th May).

RD asked if the Local Access Forum will have access to the submission. SL said yes he would circulate the contents of the submission when complete.

Cllr EV thanked SL for the presentation. He asked what partners can do between the submission and finding out if we have been successful.

SL said they should move forward positively, as feedback from HLF had been very positive so far.

The site visit will be important, so SL asked that partners make an effort to be available, to give strength to the commitment of the partnership. He would ask Matt to look at some dates and get something confirmed soon.

The group discussed the date for the next meeting. It was decided it wouldn't be worth having a formal meeting until the outcome of the bid has been revealed. SL said it would be a good idea to meet around mid-November time.

JE said that if the bid is successful, they will need to get together to clearly refine the budget allocation. He said it was also important to raise the profile of Charnwood and its needs; they could look at media work around October.

RD asked if they had support from the MP Edward Argar, he had introduced to Matt. SL believed he had and they have a letter of support from him.

SL thanked the group for all their suggestions and would take them all away and update the bid.

Subject to consideration of the final comments as above, the Steering Group formally approved the bid for submission.

5. **AOB**

There were no items.

6. **DATES AND VENUES FOR FUTURE MEETINGS**

The date of the next meeting is to be confirmed once the outcome of the HLF bid has been revealed.