



Verderers of the New Forest

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31 May 2012

MINUTES OF THE HLS BOARD MEETING HELD ON WEDNESDAY 30 MAY 2012

Voting Members		
Dominic May	OV	Official Verderer – Verderers of the New Forest (Chairman)
Alison Barnes	AB	Chief Executive – New Forest National Park Authority
Kevin Penfold	KP	Acting Deputy Surveyor of the New Forest – Forestry Commission
Non-Voting Members		
Rachel Bailey	RB	Team leader Hampshire & IOW – Natural England
Graham Ferris	GF	Chairman – CDA
In Attendance		
Colin Draper	CD	VGS Manager taking minutes

Item	Discussion	Action
1. Site Visit to Observe Baseline Survey in Progress	<p>Members visited the Forest at Bolton's Bench to see the methodology in use for the Baseline Survey, demonstrated by Julie Stubbs and Georgianna Watson of the Land Advice Service (LAS). Angiolina Albertini of the Forestry Commission was also in attendance. Attention was drawn to the change in the Indicators Of Success (IOS) for cover of non native trees and scrub species agreed at the last Board meeting; CD to ensure JS has a copy of the relevant minutes. It was agreed that it would be useful for both FC staff and LAS to spend a day together to gain an understanding of the survey requirements and how this could aid open forest management. The baseline survey is going well and no areas of concern have been identified so far. It was agreed that critical issues identified on any of the parcels should be notified to CD immediately and recorded on a separate action list to enable them to be addressed without delay. A full list of all critical issues will be submitted by LAS for consideration at the 3rd October board meeting. Confirmation of the IOS for non natives in wood pasture was confirmed in the April board meeting of >10%. The Board recorded their thanks to Julie and Georgianna for an excellent site visit.</p>	<p>DISCHARGE</p> <p>CD</p> <p>KP</p> <p>JS</p> <p>JS</p>
2. Apologies	None.	
3. Declarations of Interest	<p>OV is a commoner & a member of the VGS & Chairman of the VGS Management Committee.</p> <p>RB is a commoner & a member of the VGS.</p>	RESUME

	GF is a member of the VGS	
4. Matters Arising from the Minutes of the last meeting	<p>The minutes of the last meeting were approved by e-mail circulation so they could be distributed to all relevant parties for Action. They are posted on the HLS website.</p> <p>The following items were discussed:</p> <p>Item 4. KP reminded members that the Knightwood Archaeological survey was a project which was approved at an earlier Board Meeting (19 October 2010) and carried out by the NF HAG.</p> <p>Item 5. AB informed members that the WW 2 work would not be completed this year. It was agreed that the Programme Register would be amended and the balance of the costs carried forward to 2013/14. FG to confirm split.</p> <p>Item 6. The baseline monitoring programme is going well. Alexander Lovejoy the PhD student will spend more time assisting with the programme than had been thought. He is also carrying out some pilot studies; if the methodology is sound he will continue to progress these for the remaining 2 years of his course.</p> <p>Item 9. OV informed members of a funding bid from the NF Trust. The Trust had hoped to receive the money contributed by the owners of properties which have benefited from the new water main at Beaulieu Road, amounting at present to £45,000 and expected to reach £54,000 when all contributions are received. Their intention was to invest the money in a charity bond and use the income to maintain the Sale Yard. The VGS Management Committee considered that it would be more appropriate to pay the Trust an annual sum, and the NF Trust has been asked to apply on that basis.</p> <p>Item 18. RB has funding available for a short term contract which could be suitable for a local person with the right abilities/qualifications.</p> <p>Members discussed the 4 landscape projects put forward by AB (copy attached). Action agreed as below:</p> <ul style="list-style-type: none"> Timber cowls over plastic pipes – to be considered further if FC manpower becomes available Photographic record of the night sky – not adopted as this was considered outside the scope of the HLS Removal of redundant sign posts – KP to present detailed proposal for consideration at a future Board meeting Information leaflet for households adjacent to open forest – AB to present detailed proposal for consideration at the next meeting 	<p>DISCHARGE</p> <p>FG</p> <p>KP</p> <p>AB</p>
5. Latchmore Project	<p>Members discussed the 'letter before Action' from the solicitor acting for the Friends of Latchmore. It was agreed that it would be preferable to prepare a joint response rather than individual responses from each of the partners; subject to legal advice. It was also noted that a site meeting is planned on 6 June with representatives from: the Friends of Latchmore; the Environment Agency; Natural England; NFNPA and an independent expert (environmentalist).</p>	<p>RESUME</p> <p>KP</p> <p>All</p>
13. Bird Survey	<p><i>(This item was taken out of sequence).</i> Ian Barker (IB) briefed members on progress with procuring the nightjar survey. The Board thanked him for an excellent report and agreed that he should continue to progress work to procure the survey. It was also agreed that the HLS would fund 17 days staff time, in addition to the costs of the survey contract, to cover the cost of his involvement.</p>	<p>RESUME</p> <p>IB</p>

6. 2012/13 Programme Register	<p>Members viewed the updated Programme Register and agreed the following changes: Serials 24/25 – title to be changed to ‘Species Monitoring’; cost to be amended; under comments insert ‘progressed in house by Jay Doyle’. Serial 33; revised forecast noted Serial 49; reduce planning figure to £35k and c/f £35k to 2013/14 (see item 4 (note to Item 5 from previous meeting) As part of this item members also viewed the draft Programme Register for 2013/14. In addition to the £35k c/f from Serial 49 in 2012/13, serial 21 to be amended to read ‘nightjar survey’. FC to review serial 25.</p>	RESUME AA AA AA KP
7. Historical Archaeological/ Scheduled Ancient Monuments/ LIDAR/WW 2	<p>AB informed members that most Historic & Archeological Protection capital items from year 1 are now due to be completed by September. Natural England has opposed the proposal to re-cut the inscription on the Carter Stone and has instead proposed that a plaque should be attached to the base. OV will discuss with Anthony Pasmore. The vegetation is being removed from the weir at Eyeworth and an inspection is planned for 20 June with remedial work scheduled to follow. The contract to remove concrete from Beaulieu Airfield is continuing and savings have been identified in the disposal of the material by a contractor who has agreed to remove it free of charge as hardcore. The project is being managed by the FC. It was noted that significant amounts of concrete still remain on the airfield and the Board asked to be notified of any additional cost. In the meantime it was agreed that work should continue to remove as much concrete as possible. LIDAR work continues with Tom Dommett now in place and providing useful data for a number of projects. Laura Basell is also now contracted for the outstanding Geo-archaeological/GIS services. The Board received and approved the project plan for the HLS contribution to the WW2 project.</p>	RESUME OV KP
8. Health Check	<p>The revision to serial 3 in the Health Check was approved and the document was signed by OV and passed to RB for a formal assessment and response.</p>	DISCHARGE RB
9. VGS	<p>CD updated members on the new VGS. Take up of the new VGS has been excellent with nearly 95% of stock on the HLS area now included. Cattle numbers account for 27.5% of the total with this figure set to rise as several large herds have not yet been marked. Work is in hand with the NT to establish the arrangements for their commons, and the other adjacent commons, with a further meeting planned for 6 June. A recent inspection of feeding areas, including areas known to be susceptible to poaching where stock is brought back onto owners holdings, identified no problems on the Scheme area. There was some discussion over a request by the NT for the VGS manager to take responsibility for the feeding areas on their commons. This will be discussed by the Verderers at their next Court.</p>	RESUME
10. Capital Works Plan	<p>NEW FOREST HLS Capital Projects Update 28th May 2012</p> <p><u>Forestry Commission</u></p> <p>Drift Fencing Draft tenders in progress for remaining works, anticipate tenders to go out over the next 4 weeks with works being carried out in August/ early Sept. Currently awaiting final confirmation from the Head</p>	RESUME

Agisters with regards to priorities.
No current outstanding invoices.

Guttering

The next phase of guttering is from Dibden to Hill top, Ipers Bridge, and the road to Moonhills, i.e. all that area and Setley to Sway. The bid proposal was accepted for £38,000 to come from Capital Works funding for the year 2012/13. Tenders will be sent out next month to start Autumn 2012 and be completed early Jan 2013.

Toilet Upgrade

All items have been purchased and some have been installed. The rest of the equipment will be installed over the next 3 weeks and there will be a labour cost for this, not yet claimed. The interpretation signs are currently being designed and will be printed and put out next month.

Cycle Waymarkers

The cycle posts are currently being installed; 400 in total, approx 175 so far with the remainder in the next few weeks. There will be a claim for this labour cost. The cycle maps have been printed and are in QH but won't be distributed until the cycle posts have been fully installed. While this is on-going a dual numbering system will be used on the post displaying the old and new numbers (yet to be claimed). The cycle counters have been purchased and are due to be installed.

SAMS and Rabbit Proofing

Work has not started. MN awaiting responses from the contractor to confirm the original quotes are still valid and they are available for the work.

Eyesore Concrete Posts Removal

Due to EPS constraints works will be carried out Nov 12 – Jan

National Park Authority

Eyeworth Weir

The vegetation around the weir is to be removed in the next few days by the FC and then a site inspection to be made on the 20th June to review the proposed remedial works advised by the structural engineer and to determine the budgetary requirements. The project is being taken forward in conjunction with David Coatham of the FC.

Long Bottom Observers Hut and Targets, and Ashley Observers Hut

An overall price of £5,500 for the repair work to the brick structures of the Long Bottom Observers Hut, the Ashley Observers Hut and the demolition of the target structure at Long Bottom has been provided. A breakdown of the costs is awaited for each project and work then to be placed with the contractor via the FC.

Murray and Carter Stones

Murray stone requires no conservation work. Carter stone: no progress due to impasse on views of way forward.

SAMs rabbit netting

Additional advice and details of appropriate contractors to undertake geophysical work to locate and safeguard the barrow ditches, as

	<p>required by English Heritage, has been provided to Michael Ndeze at the FC. Prices from contractors are being sought to determine placing of contract.</p> <p>Beaulieu Airfield concrete removal The Forestry Commission, as confirmed by Richard Burke, completed the clearance of the priority areas identified by Anthony Pasmore for approximately £10,000 in 2011-2012. The rubble generated is currently stored on site and will be cleared later in the summer, potentially at no cost to the HLS scheme. The scheme had allocated £20,000 for this work and the remaining funds were carried forward to 2012-2013. A review of the work is required to determine if any further areas of clearance need to be undertaken.</p> <p><u>Additional information</u> (Richard Burke - Forestry Commission) The site will be re-visited this autumn to carry out further works over a wider area than the initial phase. All protruding lips are to be removed, old shafts filled in and removal of all aggregated material from the site. Cost should be circa £10K and will be claimed by the Feb 2013 cut off. No outstanding invoices.</p> <p>Higher Level stewardship Lidar data analysis and field-work The new post-holder started work on the 10th April. Work has included site visits to inform:-</p> <ul style="list-style-type: none"> • Reviewing draft Archaeological reports commissioned by the FC from <i>AC Archaeology Ltd.</i> and providing additional data • Provision of data for felling licences • Review of levels for the Latchmore restoration project • Development of policies and procedures for volunteer work to meet schemes 10% per annum field work survey requirements • Identification of Second World War sites on Crown Land <p>Geo-archaeological/GIS services (Dr Laura Basell) It was agreed that a contract to expedite work in analysing and making available the Lidar data be let ; Work will proceed in 2 stages: stage one will be the completion of the outputting images for web dissemination, completion of the remaining cut- outs for the New Forest Higher Level Stewardship (HLS) areas and generating scaled images for web dissemination for each HLS area by 31 August 2012. Stage two will consist of the remaining work as outlined in the work programme of the 9 January, reported to the Board, to be completed by 30 November 2012.</p>	
<p>11. Partner Resources for delivery of programmes & 14. Staff Matters</p>	<p>Denise Eccles has been promoted within the Forestry Commission and is no longer working on the HLS. It was considered important that, in funding replacements for Denise (who was working full time), a change of emphasis would suit the HLS, to help concentrate on environmental delivery.</p> <p>It was agreed that HLS support for the FC actions would be split between a part time HLS Administrative Officer, Grace Herve at pay band 6B (2 ½ days/week), and a part time FTA Project Delivery Officer, Angiolina Albertini (3 ½ days/week). The latter post would be graded at FC Pay Band 5 with an emphasis on further assisting delivery on the ground, including responsibilities for the FC monitoring programmes and Capital works encompassing the SAM's programme in liaison with the NPA. It was requested a probation period would</p>	<p>AA</p>

	<p>apply to this post. Concern was raised that we need to monitor the project overheads to ensure the scheme is efficiently administered.</p> <p>Responsibilities for overall project finance would remain with CD.</p>	
12. Bracken Survey	Members noted the progress report by Jonathan Cox.	RESUME
15. AOB	CD tabled the report by Catherine Chatters on the Non- Native Plants Project. As this report had not been previously circulated to board members, this was not considered and will be on the agenda at the next board meeting.	
	<p>The meeting concluded at 3.05 p.m.</p> <p>The next meeting is scheduled to be held on 1 August</p>	



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Official Verderer