

MINUTES of the MEETING of the HERITAGE PARK / SKULL SITE SUB-COMMITTEE held at THE COUNCIL OFFICES, THE GROVE, SWANSCOMBE, on THURSDAY 26 MARCH 2015 at 2.00 PM

**PRESENT:** Councillor P J Scanlan (Vice-Chairman in the Chair)  
Councillor Ms L M Cross (substituting for Councillor B E Read)  
Councillor Ms L C Howes  
Councillor R J Lees

**ALSO PRESENT:** Sara Stapleton, Responsible Financial Officer (RFO)  
Garnet Johnson, Development Manager, Groundwork South  
Becky Plunkett, Natural England

**ABSENT:** There were none.

497/14-15. **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted and accepted from Councillors' Mrs S P Butterfill (other commitments), Mrs C K Openshaw (hospital) and B E Read (hospital).

**Recommended:** That the apologies for absence and reasons, as listed, be formally approved.

498/14-15. **SUBSTITUTES**

Councillor Ms L M Cross substituted for Councillor B E Read.

499/14-15. **TO DECLARE INTERESTS IN ITEMS ON THE AGENDA**

There were none.

*The Chairman gave the opportunity for the meeting to be adjourned at this point to accept questions from the public.*

500/14-15. **URGENT ITEMS / MATTERS ARISING FROM PREVIOUS MINUTES.**

There were none.

501/14-15. **TO CONFIRM AND SIGN THE MINUTES OF THE MEETING HELD ON 15 OCTOBER 2014.**

**Recommended:** The Minutes of the meeting held on 15 October 2014 be confirmed and signed as a true record.

502/14-15. **HLF BID – PROGRESS TO DATE.**

Garnet Johnson provided members with an update on progress with the bid. He explained that after talking to the HLF and because such a long time had passed

since the original submission, a project planning grant would need to be submitted first as it was now necessary to update many aspects of the bid (i.e. the education pack) and also revise costings. He confirmed that he had been having discussions with Paramount as it was felt that the theme park could be linked into the bid and provide the "wow factor" that the HLF required. He was also looking at the potential of installing a visitor centre, which could be converted containers that could also be used as a classroom facility for school visits. He confirmed that the one of the HLF requirements would also be that the site is fully managed and that there was a management plan in place. He confirmed that the Groundwork would be interested in this aspect and additional funding could be accessed to support the employment of an apprentice. Becky Plunkett confirmed that Natural England would be able to support Groundwork in preparing the bid.

**Recommended:** That Mr Johnson be thanked for the update and that a further meeting be arranged within two months to confirm progress of the bid.

503/14-15. **NATURAL ENGLAND – SWANSCOMBE MANAGEMENT PLAN.**

Members were provided with a copy of the five year Management Plan for the site (2015 – 2020) for comment. Becky confirmed that since members had been provided with the draft, comments had been received back internally, which were mainly that the Management Plan needed to be backed up with the science. What was in the plan was largely what Natural England would do but there were several years of academics required to undertake field survey work in the first instance. She advised that Natural England needed to carry out vegetation removal and the site also required some protective covering. The RFO commented that she felt each party's roles and responsibilities should be clearly identified in the Management Plan, which was agreed. Becky then confirmed that Natural England also required the site to have a visible warden presence. She explained that the lease that the Town Council had with Natural England was due to expire in 2017 and if the council did not have any plans to bring in extra resources, Natural England would need to look at other options for the sites' management. It was agreed that the Town Council and Natural England would need to have a separate meeting to discuss this and the RFO would arrange this within the next two months. Councillor Ms L M Howes requested that Natural England provide details of the other options for the site at this meeting.

**Recommended:** That a further meeting with Natural England be held to discuss the lease and the responsibilities required of the town council.

504/14-15. **FRIENDS OF SWANSCOMBE HERITAGE PARK (FOSHP) REPORT OF ACTIVITIES.**

As a representative of the Friends group was not present a report of activities was unable to be provided.

**Recommended:** That the item be noted.

505/14-15. **HERITAGE PARK WEBSITE.**

This item reminded everyone that any items to be included on the website needed to be forwarded to the RFO.

**Recommended:** That the item be noted.

506/14-15. **ANY OTHER ITEMS RELATED TO THE HERITAGE PARK / SKULL SITE.**

There were none.

507/14-15. **DATE OF NEXT MEETING.**

**Recommended:** That the next meeting be scheduled for Thursday 21 May 2015 at 2.00 pm

There being no further business to transact, the meeting closed at 2.40 pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chairman)

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