

## **MOOR THAN MEETS THE EYE LANDSCAPE PARTNERSHIP BOARD**

11 October 2017, Meeting Room, Parke, 10.30am

<b>Present:</b>	Ally Kohler	DNPA	AK
	Andy Crabb	Historic England	AC
	David Rickwood	Woodland Trust	DR
	Helen Booker	RSPB	HB
	Ian James	Devon County Council	IJ
	James Platts (Chair)	South West Lakes Trust	JP
	John Clark	CSG Representative	JC
	Mark Allott	<i>MTMTE</i> Scheme Manager	MA
	Pamela Woods	DNPA Member	PW
	Rob Parkinson	CSG Representative	RP
	Tony Clark	CSG Representative	TC
	Irene Evison	Resources4Change (guest)	IE
<b>Attending:</b>	Andrew Bailey	Community & Events Officer, <i>MTMTE</i>	ABY
	Emma Stockley	Community Heritage Officer, <i>MTMTE</i>	ES
	Penny Bailey	Administration Officer (DNPA)	PB

### **1 Welcome**

The Chairman welcomed Members to the meeting and welcomed Irene Evison, Resources 4 Change who would be observing the meeting in her role as lead consultant for the Scheme's Interim Monitoring & Evaluation.

### **2 Apologies**

Apologies were noted from Andy Bradford (Dartmoor Farmers Association), Jenny How (Visit Dartmoor), Tom Stratton (Duchy of Cornwall), Chrissy Mason (*MTMTE* Community Ecologist) and Kevin Bishop (DNPA).

### **3 Minutes and Actions of the last Landscape Partnership Board meeting**

The Minutes of the meeting held on 12 July 2017 were agreed as a true record and were approved.

There is one outstanding action point.

**Action: Arrange a visit to Higher Uppacott for LP Board Members – new date to be found for spring 2018.**

### **4 Highlight Report Review for Year 3, Quarter 4**

MA presented the Y3Q4 Highlight Report. The main points are summarised as follows:

- Quarter 4 has shown the Scheme to be slightly behind schedule in financial terms, it is currently 60% complete by time;

- Quarter 4 claim has been submitted to HLF; payment was received on Friday 6 October 2017. Claim was for 30% less than that forecast;
- Appendix A provides the RAG (Red, Amber, Green) summary of project performance;
- Key Actions have been added to Appendix A, some added by MA and need sign-off with project leaders – actions will address slippage.

PB8 – Pony Herd Identification and PD3 – East Shallowford Trust are withdrawn from delivery; those budgets are available for reallocation.

A number of events were delivered during the quarter, attracting a wide range of audiences – from soil workshops, a Haymeadows conference, to family wildlife adventures and various arts and crafts workshops.

Volunteer days continue to grow (2,803 logged across the Scheme's Projects) – this is well on schedule to meet the overall target for the Scheme.

There has been significant growth in coverage on social media. With regard to formal press articles, these are appearing in publications such as Active Dartmoor, Dartmoor Magazine and one is scheduled for the next issue of BBC Wildlife magazine.

JC commented that there were still no *MTMTE* leaflets available in any of the Visitor Centres. MA advised that an updated draft has now been received and leaflets will be available for distribution during March 2018, in readiness for next season.

**Action: MA to circulate a copy of the volunteering article, scheduled to appear in the BBC Wildlife magazine, to all Members.**

**Action: All formal press articles to be printed, collated and made available to Members at each Board meeting.**

## 5 Financial Review

MA took Members through Appendix A in detail in order to highlight issues as follows:

### **Programme A**

- **PA3 Natural Connections** – 3-4 agreements to be signed in the near future;
- **PA4 Discovering the Nature of the Bovey Valley** – confirmed overspend underwritten by Woodland Trust. DR to ensure relevant amendments to budget to show true overspend to deliver the project (net of the 'additional works' and currently totalling £47,170);
- **PA6 Higher Uppacott** – AK confirmed DNPA underwriting the overspend – works required include re-cobbling of cross-passage which will be undertaken by DNPA Conservation Works staff and include PD5 - Conservation Apprentices;
- **PA8 Ancient Boundaries, Modern Farming** - £5k underspend – update needed but expected to be recouped by seeking additional grants in the last 2 years';

- **PA9 Hameldown WWII Bomber Crash Archaeological Survey** – small underspend, suggested use of funds for legacy e.g. event, video etc;

**Programme A** – forecast overspend of £2,500. AK reported work to carry over to DNPA core staff if there are issues regarding workload.

**Action: Clarification to be reported back to next Board meeting if required.**

### **Programme B**

- **PB1 Bellever and Postbridge Trails** – project behind schedule, significant underspend; trails still left to do;
- **PB5 Welcome to Widcombe** – Significant underspend – proposed North Hall Manor Community Dig
- **PB6 Managing Volunteers** – AK reported officers currently considering ways to utilise funds. One suggested idea is for the provision of a mobile shed, to go on trailer compatible with ranger vehicles, to be kitted out with tools, facilities, refreshments which would be taken to any point on the Moor where work is being undertaken.

**Action: Proposal for PB1 to be taken to next Board meeting (AK/ID)**

**Action: AB/ES/AC to bring full proposal for PB5 proposed dig to next Board meeting.**

**Action: Proposal for PB6 to be taken to next Board meeting (AK/AB)**

### **Programme C**

- **PC5 Wray Valley Trail** – likely to complete early (by Christmas 2017) – good news story;
- **PC6 Heritage Trails** – AK reported a need to raise the profile of this project. She has had discussions with the Communications team – tasks have been agreed to take this forward and are detailed in Appendix A.

### **Programme D**

- **PD2 EcoSkills** – confirmed that Natural England will underwrite the overspend (currently £52k);
- **PD5 Conservation Apprentices** – late recruitment of Training Co-ordinator post has led to an underspend

**Action: Proposals on how to utilise underspend PD5 to be brought to next Board meeting.**

In response to JC's query, AK confirmed that training courses could be offered to Volunteers.

**Action: MA to update Appendix A and re-circulate to Members by 8 November 2017.**

## 6 Scheme and Project Queries

### a) **PA5 – Unveiling the heritage of the High Moor**

AC presented the Holwell Hut Circle proposal to undertake a community excavation of a Bronze Age hut circle on Haytor Down. The work would be undertaken during a two week period in August 2018 and led by Lee Bray and Andy Crabb. AC advised that there is a distinct gap in the market for 'A' Level and University students to undertake such work and gain valuable experience – something that could be built upon. RP offered to liaise with AC regarding this exciting idea.

AK suggested that AC apply to 'Donate for Dartmoor' – she felt that this could potentially help the project to be undertaken in its entirety.

**RESOLVED:** Members approved the bid, subject to an updated budget.

### b) **PB1 – Bellever and Postbridge Trails**

AK reported that nine walks were identified: of the £124k budget, £13k has been spent. The link to Brimpts Farm needs to be finalised; most surface improvements have been completed. The trail to the Powdermills is incomplete, as is the Postbridge to the Clapper Bridge 'all abilities' trail. With regard to on-site way-marking, a contractor is currently pricing up this work and is due to feedback soon. The Forestry Commission is leading on the implementation of four interpretation panels and outstanding issues surrounding branding. The Forestry Commission is hopeful that these will be in place in year 5.

Whitehorse Hill Cist – AC is working on the application for permission to have this scheduled monument removed and relocated to Postbridge. In its original position it is extremely vulnerable to the elements and is suffering from erosion.

The linking of the walks is the next step. AK reported that DNPA is keeping a close eye on progress and she was confident that the project is achievable within the timescale.

**Action: Project to be revisited and report brought back to the next Board meeting in January 2018.**

### c) **PC8 – Postbridge Visitor Centre**

Richard Drysdale, Visitor Services Manager, is leading on this project. An initial first round bid for funding from the RDPE Growth Programme (European Agricultural Fund for Rural Development, EARDF) was promising and we were encouraged to look for match funding. However, it now appears that we cannot use HLF monies to match fund with the EARDF. Therefore, the planned new build is now unlikely. RD is considering a 'Plan B' to keep the footprint of the existing centre but alter the interior to make it innovative and immersive, but easily changeable if required in the future. A consultant is to be brought in the help with ideas of a new design with a view to a proposed opening of the new centre during the summer of 2019. One of the main challenges will be how to use all of the space, encouraging visitors to go upstairs rather than just visit the ground floor.

It is intended to use the external space, eg, possibly a hut circle to be built in the grassed area (which is at the moment a picnic area), and volunteers could be asked to assist with this part of the project.

IE suggested that the hut circle replica at Avalon Marshes could be considered for ideas; she advised that the Wildlife Trust was the main organisation involved in that project.

JC suggested that the new design could include the ability to extend if future funds became available.

**Action: Update report to be brought back by RD to the Board meeting in January 2018.**

## **7 CSG Feedback**

TC advised that members of the Community Stakeholders Group were interested in what was going on within the Scheme's projects. They see themselves as 'critical friends' of the Board, their main focus being finance, communication and most importantly, legacy. They welcomed the idea that there will be an updated Communications Strategy to be considered at the next meeting.

**Action: TC requested that the strategy be made available to members a couple of weeks before the meeting so that any questions or comments can be raised at the meeting.**

TC relayed that some consideration had been given to continuation of projects after the funding stops. Some CSG members have chosen some projects that they would like to continue to work with, eg, TC has chosen Postbridge and Princetown communities.

The CSG would like to recruit more active members; there are currently eight members with 15 places available on the Group. TC felt it important that more people from Parish Councils should be recruited.

JC: advised that he had tried to get involved in activities in the Bovey Valley: Yarner Wood was a useful facility with excellent activities and had achieved good engagement with children; PB10 – Whitehorse Community Play: MED theatre's performance in Bellever Forest was unbelievably inspiring and JC was 'blown away'.

JC: was playing a central part in North Bovey's Parishscapes project, where heritage work had included: bat evenings, collection of moths and that the Open Air Laboratories (OPAL) worked with them on a different project each year.

JC: Wool and tin: medieval history with test pits done around the village.

JC: The CSG Training Day was much appreciated, during which members were able to talk to the PD5 – Conservation Apprentices about their work.

RP: reported that he was staggered by the amount of activity (PB2, 3, 4 & 7): history group set up, Granite Elements exhibition at the Guild of Craftsmen, access to Fernworthy Reservoir, EcoSkills training: which is a stunning example of a positive legacy.

## 8 Decisions

**a. PA4 – vire Woodland Trust PB4 underspend funding to offset Woodland Trust PA4 overspend (£15,932), subject to a case to HLF and their approval** - DR apologised to the Board as some of the PA4 overspend currently included scope beyond the core project which is delivering additional outcomes and benefit already. The underspend on PB4 had been compounded by some ineligible staff costs. Woodland Trust will cover any resultant overspend.

**Action: DR/Chloe Pitts to list additional outputs and benefits and calculate true over/underspends on the core PA4 and PB4 projects. MA to work with Chloe; liaise with HLF and bring back to next Board meeting. AK advised PB4 – no change to outcomes; but we need to be careful re intervention rates (eg, PA4 = 31%), (PB4 = 50%). MA to investigate the mechanics of viring funding with HLF and assess the impact of this on the Scheme's Common Fund.**

**b. PB6 – Board to discuss a revised work plan to next Board**

**c. PD3 – to discuss ideas to utilise budget (£10k cash, £20k in-kind staff) and then bring options to next Board** – AB advised that a meeting had been held. One positive idea to come out of the meeting was to work with young people in the Dart Valley (Spitchwick/Newbridge). A suggestion was a campaign / engagement project through the arts; a film festival perhaps about the Dart Valley which would include a training element and provide young people with facilities and new skills. AK advised members that the Authority had engaged its own apprentices in order to come up with new ideas. This type of project would be different to Ten Tors as it would be based around art, design, music etc.

TC commented that communication/engagement with youngsters can be difficult; he has previously tried photography, poetry etc.

AB suggested that a competitive element could be added to the project; he would consider the viability of this and assess whether additional funds would be required.

**Action: PD3 – Proposal to be brought to next Board meeting.**

**d. Programme E Overheads – unallocated underspend to be used to offset these costs** - MA reported underspends in PD4 and PD5 due to delays in staff appointments, although these could be absorbed through additional training provision. It was suggested that as the projects come to an end, any underspend could be allocated to an idea to “round off” the Scheme. It was agreed that any funds to be vired to reduce any overspend on Programme E, would be authorised by the Board.

**RESOLVED: ‘In principle’ support to covering Programme E (PE1 and PE3) overheads via project underspends.**

## 9. Communications

**a. Events Update** – AB reported that there had been 15 activities in the last quarter, with 1,379 people taking part.

Projects involved included: Parishscapes, Granite Elements, Magnificent Mires, North Hall Manor community dig and support at the Meldon Wildlife Festival.

The John Muir Award is involved with Widecombe School; 30 youngsters will attend four sessions.

Members were invited to attend a small lantern walk to be held at Yarner on Friday, 13 October 2017.

The Granite Elements exhibition is due to take place in Princetown during November and December.

The last activity to be held at Yarner Woods for the next few months will take place during the October half term. This is due to major works to the dam.

From the end of December 2017 to the end of March 2018 there will be an exhibition at the Royal Albert Memorial Museum, Exeter. This is an exciting event which will put *MTMTE* on the map. ES added that exhibits have been loaned from organisations all over the country eg, The Tate.

DPA has been working closely with *MTMTE* on the Interpretation of Dartmoor – archaeology etc and Dartmoor today.

Parishscapes Conference is due to take place on 10 March 2018.

## **b. Press and PR Opportunities**

AB distributed a baseline table to members. He reported that the Newsletter now has 471 subscribers; 52 articles have been placed on the facebook page, which now has 760 subscribers. In addition, 15 events have taken place (1,379 attendees); Twitter has 550 subscribers (with 3k impressions per day).

What is less positive is the number of articles placed on the website and the number of visits. The website is new, but we 'could do better'.

JP commented that this was a good step forward and asked that this information be provided at each meeting in future.

## **c. Draft Scheme Communications Strategy**

At an earlier meeting it was agreed that a comprehensive strategy should be drafted which picked up all key messages. Members received a copy of the revised draft strategy and were requested to provide any feedback within a two week period.

HB commented that the *MTMTE* scheme 'area' of Dartmoor should be made clear. The Communications Strategy which talks about the Dartmoor Story has a wider remit.

RP stated that it was most important that all partners took ownership of the strategy, not just *MTMTE*/DNPA staff.

IE advised that the draft Communications Strategy would be considered that afternoon as part of the evaluation meeting.

TC asked whether the Communications Strategy would be an overarching plan with partners writing their own. It would be helpful to have a clear steer regarding that so that Project Leads know what they are expected to do. JP agreed, adding that an additional meeting to finalise things would be a good idea. TC suggested that the revised strategy, following comments, could be adopted very quickly. It would, in principle, be agreed as a live document within 2/3 weeks.

DR commented that the strategy needed to recognise what is being done within projects; some case studies would help with this.

JP suggested that further discussion could take place during the evaluation meeting that afternoon regarding what partners of the Scheme could offer.

## **10. Any other business**

a. Proposal to reintroduce the 10 minute 'Spotlight' slot for project updates. JP commented that this was a good idea going forward. AK suggested 'The Dartmoor Story'.

b. Board Representative at the next CSG meeting (17 Jan 2018) – David Rickwood.

c. *MTMTE* Finance & Admin Officer recruitment: 18 applications received, interviews to take place on 2 November 2017.

d. Members recorded their thanks to Chrissy Mason for all of her hard work while she has worked for *MTMTE*.

## **11. Date of next meeting**

Wednesday 24 January 2018 at 10.30am, in the Meeting Room, Parke