**6a. To review progress towards new signs and consider any appropriate action**

Hi Lisa,

Further to our conversation this morning relating to the Interpretation signage for Manor Vale.

Provided all goes to plan, we would normally aim for a project like this to take approximately 8 weeks from start to finish. If you have a specific deadline you had in mind, then please let me know so we can try and accommodate your deadline.

For your information I have put together a provisional schedule. As this schedule is quite tight, dates given will be effected by delays should the response times slip.

**Text and content** - in progress

**Initial concept design**, provided we have enough information, we will start work next week commencing 23 September.

**Presentation of initial concepts** - week commencing 30 September.

I have allowed time for you to gather your thoughts and respond with comments based on the initial concepts. At this point we will require a decision on how many panels you expect to order so we can commence with the production of the frames.

**Further development** of initial concepts presented week commencing 7 October.

**Presentation of further development visuals** - week commencing 14 October

**Response from you and your colleagues** - by 18 October

**Third and final proof delivered** - Tuesday 22 October

**Final sign off before commencing to production** - 24 October

**Delivered** - Week commencing 11 November

I hope this helps Lisa.

Kind Regards

Ashley McGovern

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**6b. To consider the quotations provided by Adrian Berry for the cost of the new signs and agree to supplement the grant to cover the costs**

**From:** Adrian Bury [mailto:adrian@buryassociates.fsnet.co.uk]
**Sent:** 25 September 2013 11:25
**Subject:** Manor Vale Interpretation – Costs

Further to my telephone message, I can give you an indication of costs as follows...

Working to the principle of all panels being identical apart from YOU ARE HERE indicator on the map, and pricing it for two sizes of panel. Costs are inclusive of design, editing of text supplied, an allowance for image/illustration hire and any other costs in relation to the project...

**A1 size visible area**
1 off  £2195.00
2 off  £2945.00
3 off  £3695.00

**1000mm x 700mm size visible area** (which is of course bigger!)
1 off  £2295.00
2 off  £3165.00
3 off  £3695.00 (please note that this price is no more than three off of the A1 size)

The costs do rate VAT on top

I do hope that these costs are in order.

**8. To consider possible improvement projects suitable for grant funding**

**MV-13019**      *A number of projects were suggested, for which grant funding could be sought:*

- Improvements to the public footpath and creation of a new footpath parallel to the golf course road in order to provide an additional loop through the woods– Andrew Hall to be consulted
- An app providing pictorial and factual interpretation of the woodland, its history, complete with sat nav guidance and details of plant and animal species etc.
- Contractor help with small scale coppicing work in line with management plan – possibly a project for Community Payback
- Provision of outreach days for local schools using The Conservation Volunteers who specialise in environmental education
- Updated specialist surveys on beetles and flies associated with deadwood to establish if they are still inhabiting the woodland in which case the management plan is working
- Bearing in mind the chalera outbreak and the high population of ash in Manor Vale it would be worthwhile to introduce a seed gathering project using locals to take seeds from the wood, germinate them off site (at home or in the class room) and plant back into the woodland a few years later

**10. To consider a request for permission to place a geocache by the old Ash Tree**

On 08/09/2013 16:58, tjpollard@aol.com wrote:

Hello Lisa,

We had a fun afternoon today helping to make hay (and collecting a big bag of it for our guinea pigs! :-) )

I was chatting to Don about geocaching and I wondered how I went about asking the town council for permission to place a cache by the old ash tree? He suggested talking to you!

Geocaching is great fun, and anyone can do it using a map, but usually a GPS unit ( smart phones can do it too ). someone hides a cache and then posts the co-ordinates on the internet (http://www.geocaching.com/guide/default.aspx) and then other people come to find the cache! its a great way of finding interesting places to visit that you may not know about, and it is exciting to find the 'treasure'. ( it also brings people to an area )  the cache is usually a small plastic box, often camouflaged with an 'official geocache' label, and contains a log book for people to write in that they have found the cache ( it is also logged on the geocaching website ) and often small 'treasures' (bouncy ball, marbles, badges, toys etc ) the children enjoy this part of the treasure hunt!I am also going to ask All Saints if I can place one in the churchyard, and also, we'd like to place one down by the ford past Ravenswick/towards Douthwait Dale? but I don't know who actually owns that bit of land, and before I can list a new cache on the website, I have to have permission from the land owner.

There are a couple in Kirkbymoorside already, and plenty in Helmsley and Pickering. I think it would be a great thing to have some more in our lovely town.

I look forward to hearing from you.

Thanks

Abi Pollard