

### Highgate Wood Consultative Group - Actions

	<b>Date</b>	<b>Action</b>	<b>Responsible Officer/Member</b>	<b>Deadline/Progress</b>
1.	18 April 2018	The Director to raise concerns surrounding OPM at the National Oak Processional Group and ask for guidance on Epipens.	Director of Open Spaces	Update at 17 Oct 2018 meeting
2.	18 April 2018	A report on the outcomes of the Roman Kiln Project to be submitted at the next meeting.	Superintendent	Update at 17 Oct 2018 meeting
3.	18 April 2018	Wider thinking around ideas re: licensed events and activities to be explored by the Team before the next meeting.	Superintendent + team	Update at 17 Oct 2018 meeting
4.	18 April 2018	Members to provide any additional written comments re: the Highgate Wood Management Plan by the end of April.	All	Update at 17 Oct 2018 meeting
5.	18 April 2018	A report on the 2018/19 Divisional Plan to be submitted at the next meeting providing more information on project priorities.	Superintendent	Update at 17 Oct 2018 meeting
6.	18 April 2018	A report providing a more detailed version of the Events Policy to be submitted at the next meeting for consideration.	Superintendent	Update at 17 Oct 2018 meeting
7.	18 April 2018	Update the Licensed Events, School Walks and Schools Sports report to list all events and walks.	Superintendent	Update at 17 Oct 2018 meeting

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8.	18 April 2018	Contact the Highgate Society regarding their representation on the HWCG.	Town Clerk	Completed
9.	18 April 2018	Members to be updated on the progress re: finding a school's representative to sit on the HWCG.	Superintendent	Update at 17 Oct 2018 meeting