

Hampstead Heath, Highgate Wood and Queen's Park Committee

Actions Sheet

Date	Action	Officer responsible	Progress Update
15 November 2017	Minutes Correct typographical error in 17 July 2017 HHHWQP Minutes.	Town Clerk	Completed.
15 November 2017	Minutes Amend note of inquorate meeting held on 27 September 2017.	Town Clerk	Completed
15 November 2017	Fees and Charges 2018/19 Feedback on impact of 2018/19 parking charges to be provided to Members.	Superintendent	Update at February 2018 Meeting.
15 November 2017	Fees and Charges 2018/19 Consideration to be given to potential use of payment apps at Heath facilities.	Superintendent	Update at February 2018 Meeting.
15 November 2017	Fees and Charges 2018/19 Heath revenue streams to be set out in tabular form for Members' information.	Superintendent	Update at February 2018 Meeting.

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15 November 2017	Revenue and Capital Budgets 2017/18 and 2018/19 Feedback to be provided to the Chamberlain regarding the composite format of 2017/18 and 2018/19 Revenue and Capital Budget reporting.	Chamberlain	Update at February 2018 Meeting.
15 November 2017	Queen's Park Café Lease Delegated Authority Request Delegated Authority to be given to Town Clerk to approve award of three-year lease at Queen's Park Café.	Town Clerk	Completed.
15 November 2017	Superintendent's Update Report on Awards to be submitted to the Court of Common Council.	Town Clerk	Completed.
15 November 2017	Draft Departmental Business Plan 2018/19 – Open Spaces Clarification on acronyms and symbols and typographical corrections to be made to Business Plan.	Director of Open Spaces	Update at February 2018 Meeting.
15 November 2017	Any Other Business HHHWQP Members to be invited to Hamstead Heath Consultative Committee Walks and consideration to be given to convening a Spring 2018 HHHWQP Committee Walk.	Town Clerk/Superintendent	Update at February 2018 Meeting.