

These are draft minutes and are subject to approval at the next meeting.



ENVIRONMENT COMMITTEE
Minutes of the meeting at
8.00 p.m. on Thursday 12 December 2013
in the Village Hall Committee Room

Present: *Councillors* – Anthony Sheppard (*Chairman*), Geoff Herbert, Mark Sugden, Kate Hallett, Mary Marshall, Shirley Round (ex-officio)
Co-opted Members- Bill Chilcott, Vanessa Relleen, Rukshana Master
Parish Clerk - Freda Collins

1. Apologies for Absence

Helen Maguire
Carol Manley
These were accepted.

2. Declarations of Interests

Cllr Herbert declared that he is also a Borough Councillor.
Cllr Sugden declared that he is a CVA Committee member.
Cllr Marshall declared that she is also a Borough Councillor.
Cllr Sheppard declared that he employs the HGS contractor in a private capacity.
Vanessa Relleen declared that she is a Trustee of the CRGT, is on the Committee of Claygate in Bloom and the CVA.
Rukshana Master declared that she is on the Committee of Claygate in Bloom and the CVA.

3. Minutes of last meeting

It was noted that there were two spelling errors on the minutes of the 17 October 2013. These were corrected and the minutes were agreed and then signed by the Chairman.

4. Actioning of items from previous minutes

4.1 Cllr Marshall reported that she had managed to secure another dog poo bin to be located at the Holroyd Road end of the Common. She will also ask for one to be fixed to the leg of the proposed new notice board which will be located at the other end of Holroyd Road
4.2 All other action points are agenda items.

5. Litter, Graffiti & Fly-tipping

Bill gave the report. There is a lot of litter about, including part of a car dumped in Telegraph Lane. Bill will report this to EBC.

6. Highway Garden Sites

Action Points:-

AP 16/26- *Horizontal wires at St Leonards Road.* Still outstanding. Rob Garner needs power for a drill; Cllr Herbert will arrange this.

AP 23/28- *weeds in car parks.* Done

AP 25- *weeds on The Green.* Vanessa reported that a lot of plants have been removed. This does not look like the work of the contractor. It is known that the Hare & Hounds PH had work done to their drains and their workmen may have dug up part of The Green to access the drains. Cllr Sugden will speak to the landlord. Vanessa will inspect the site and list what has gone.

AP 29- *gate in fence at 158 Hare Lane.* This matter is with the legal department at EBC.

AP 31- *hanging baskets.* It is believed at EBC may change the contractor for hanging baskets next year and that the new contractor will be more expensive. A figure has been included in the CPC budget for hanging baskets which will provide an extra 6 baskets which will be located in Coverts Road.

All other action points for this item have been carried out or are agenda items.

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a. Inspection Arrangements

It was agreed to revise these due to changes in membership of the Committee.

Applegarth
(CM, VR, GH)
Looks OK

Fee Farm Road/ The Causeway
(CM, KHa, MM)
No report

Torrington Lodge car park
(AS, RM)
This now looks tidy.

Coverts/Foley Roads triangle
(CM, VR, MM)

Plants are missing causing gaps in the beds. It was agreed to replace these. Vanessa will purchase plants up to a value of £50. Vanessa and Cllr Marshall will plant them.

AP39 Vanessa & Cllr Marshall to action

Glebelands
(MM, MS)

Cllr Marshall has replaced the dead shrubs and has planted bulbs and bluebells. The bed looks better than it has done all year.

The Green
(VR, CM, AS)

The lavenders still need cutting back. The Clerk will contact Paul and ask him to do this.

AP40 The Clerk to action

It was noted that the clematis still has nothing to climb up. Some sort of frame is required, but it will need fixing securely to prevent it being stolen or blown over by wind. There is still some concrete in the ground where the sign for the Hare & Hounds used to be, so perhaps the frame could be fixed to this. Vanessa and Cllr Marshall will visit the site and research possible frames.

AP41 Vanessa & Cllr Marshall to action

St Leonards Road
(AS, KHa)

Looking OK, but the grass at the far ends of the area is very poor. It was agreed to cover the area on the right hand side with periwinkle. Cllr Hallett has some in her garden which she will dig up and replant in this HGS bed.

AP42 Cllr Hallett to action

Glenavon Close
(MS, MM)

The bed has been cleared out and a camellia planted in the centre of the bed. It was agreed to check with Gerald if the work to this bed has been completed and to ask for the invoice for this and Red Lane.

AP43 The Clerk to action

Red Lane
(KHa, RM)
Looks good.

Church Road
(GH, MS)

The bed looks fine, but is rather dull. It is a difficult bed as it is in constant shade from the trees. Cllr Marshall has planted lots of bulbs in there.

Hare Lane car park
(AS, RM)

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Looks much tidier. It was agreed that this will be an improvement project for next year.

The Firs verge

(VR, KHa, GH)

Skanska have installed new street lights and have dug trenches across the bed. We will need to put in a request to SCC that Skanska make good any damage to this bed. Bulbs and shrubs will have been damaged, so it was agreed to ask for £200 in order to buy replacements. It was noted that ugly silver boxes have been installed in the bed. We need to ask what these are and if they can be painted dark green to make them blend in better.

AP44 The Clerk to action

It was agreed that Paul Quinnen will do the tree work on this bed at a cost of £100. He will relocate one of the field maples, prune the large laurel and remove the coppicing poles on the hazel.

Brick bed at The Parade

(VR, CM, SR, GH, The Clerk)

Work was carried out on this bed to improve the height and colour following the last meeting of the Committee. Vanessa Relleen complained that she and Carol Manley, who had worked on the bed, had not been adequately consulted about the work to be carried out. Communication about the proposed work was deemed to be poor and Cllr Sheppard apologized for this unfortunate occurrence.

The Clerk and Cllr Round agreed to assist Carol and Vanessa to maintain this bed, as it is such an important feature of the village.

It is pleasing that Mick from Fruitworld has offered to supply water for the bed.

It was agreed that the Clerk will circulate a plant list for all the HGSs, so that those working on a site know what is supposed to be there; the list should note the names of Committee members/volunteers who help with the site.

AP45 The Clerk to action

Woodstock Triangle

(KHa, MM)

New shrubs were purchased. The Clerk and Cllr Marshall pruned back the old shrubs and replanted the bed. Bark has been put down.

b. Suggested Projects

i. Improvement of Hare Lane car park.

c. New Contractor

The Clerk and the Chairman have signed the contract with Paul Quinnen.

7. Meadow Road Island

7.1 A new tree has been planted.

7.2 Three quotes for work to the trees on the island and other tree works have been obtained by Cllr Sheppard.

It was agreed to go with the quote from Going Green. Cllr Sheppard will inform the contractors.

AP46 The Chairman to action

8. Fountain on The Green

A resident has suggested that the fountain on The Green be restored to work again. This project was looked at some years ago. Cllr Huddart arranged for a plumber to look at the fountain. The inspection revealed decayed lead piping which the plumber stated would be difficult to remove and replace.

There is a society, the Drinking Fountain Association which gives grants to charities who wish to restore drinking fountains.

It was agreed that restoration of the water to the fountain may be too difficult a project, but we may be able to arrange cleaning of it. Elmbridge Heritage may help.

This matter will be on the agenda for the next PC meeting.

9. Claygate Volunteer Groups

a. Green Team

The Green Team has been busy planting trees.

b. Claygate in Bloom

The tubs have been replanted and the bed at the corner of Foley Road/hare Lane has been tidied.

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10. Budget 2014/15

Cllr Sheppard produced some proposed figures for the 2014/15 budget and circulated them. Although the budget has been informally agreed using these figures, the final decision on the precept will be made at the PC meeting in January.

EBC grant for HGS	<£3650>
HGS projects	1000
HGS maintenance	6300
Hanging Baskets	3400
CIB	0
General	<u>100</u>
Total	£7150

Cllr Sheppard has received a request for a further £500 to be put in the projects budget. This will adversely increase the proposed precept, so it was agreed not to change the figures. If more funding is required for HGS projects a bid may be made to the Community Chest.

11. Status of The Green

10.1 Cllr Sheppard has checked with Helen Gilbert of SCC that The Green is not already registered. She has confirmed that it is not and has sent the updated registration pack and information on the new legislation.

10.2 The Chairman has written a piece asking residents for evidence of use and this was included in the Courier.

10.3 It was noted that Cllr Round has copies of some photos of The Green from Elmbridge museum. Cllr Sheppard has seen the entry about The Green in the Claygate 'gold' book.

10.4 It was agreed that:-

- i. Cllr Sheppard will look for evidence at the Weybridge museum.
- ii. Cllr Sheppard will check with the Church for photos of residents singing carols on The Green.
- iii. Charlie Hibbert had lots of information on the village; this may now have passed to his son. Cllr Herbert will speak to the son.
- iv. Vanessa has the entire back-library of the CVA magazine, 'The Resident'. She will look through these for evidence. The Green was renovated by the CVA in the 80's, so the CVA may have photos.
- v. Cllr Marshall will speak to a resident of Hurstbourne who has lived in Claygate many years and two ladies who used to work in the bakery on the High Street.
- vi. We could produce guidance as to what is needed in the evidence to assist residents.
- vii. At the next Councillor 'surgery' on The Parade, we could request evidence using an 'A' board.

AP47 Councillors and Vanessa to action

12. Courier/Website

12.1 The latest Courier has just gone out.

12.2 It was agreed to find out what evidence is required for use of The Green over the last 20 years and post guidance onto the website.

13. Matters for information only

13.1 EBC is looking for open areas within the Borough that will be suitable to plant with poppies to commemorate the World War. This will be put on the agenda for the January PC meeting. Cllr Marshall will research this and report to the meeting.

13.2 It was noted that CIB are maintaining the War Memorial.

13.3 A rowan tree has fallen over in Foxwarren: Cllr Marshall has reported it.

14. Date of next meeting

Next Meeting: **Wednesday 29 Jan 2014 8.00pm on the 2014 in the Committee Room**

.....Chairman.....Date