

DRAFT
ENVIRONMENT & LEISURE COMMITTEE
Minutes of the extraordinary meeting at
7.15 p.m. on Thursday 7th March 2019
in the Committee Room, Claygate Village Hall

Present: Councillors- Bill Chilcott (Chairman), Geoff Herbert and Anthony Marques.
Parish Clerk – Shirley Round
In attendance – Cllr John Bamford

1. **Apologies for Absence:** Cllrs Bernadette Pearce and Julian Way
2. **Declarations of Interests**
Cllr Bill Chilcott: Member of the Kingston Branch of the Ramblers' Association, Voluntary worker with Lower Mole Countryside Management Project, Member of Claygate in Bloom. Member of Friends of the Earth.
Cllr Geoff Herbert: Member of Claygate Village & Flower Show Committee.
Cllr Anthony Marques: None
3. **Minutes of the meeting on 7th February 2019**
The minutes of the meeting were approved and signed by the Chairman.
4. **Actioning of items from previous meetings**
AP21 Meadow Road Green. The white picket fence has been repaired – Clerk will contact residents to find out if they wish to undertake the work alternatively Paul's Gardening Services will be asked. DONE and replaced by AP45 – see below
AP22 The Green. Planter painted and new plant purchased. DONE
AP41 Hanging baskets (see agenda item 5) DONE
AP42 Clear Up Day arrangements IN HAND
AP43 Rubbish collection - DONE
5. **To agree the quotation received from EBC for the provision of hanging baskets and troughs.**
The committee discussed the provision of the following:
30 x Hanging baskets £72 each (ex VAT)
7 x troughs £85 each (ex VAT)
Total costs £2,755
For an additional charge of £10 per trough the contractor has agreed to replant the 7 troughs with fresh compost and a winter display
Total charge £70.
In addition EBC will provide 16 hanging baskets in the parade free of charge.
It was **unanimously agreed** to proceed with the order as above at a total cost of £2,825 **AP44**
6. **To discuss and agree process and timetable for completing work on Meadow Road Green**
It was **unanimously agreed** to proceed with the work outlined in Barry Daborn's notes on the site meeting held on 27/11/2017 with the following amendments:
 - i) The ivy will be tapped and any hanging away from the trees will be cut (as recommended by the Tree Wardens)
 - ii) The berberis opposite no. 15 will be cut back where it is close to the road, and dead branches will be removed.
 - iii) Loose plant material and leaves will be removed.Special care must be taken regarding nesting birds, because the work could not be done in February. This work will be undertaken by Paul's Garden Services. A quotation of £350 has been obtained by the Clerk following a meeting with Paul Quinnen to confirm the extent of the work required. Unfortunately due to a setback in confirming this project it is possible the window of opportunity to undertake the work may be deferred. The Clerk will follow up **AP45**

The residents of Meadow Road will form a working party to tackle any other clearing work required.

7. Matters for information only

Nothing to report.

8. Date of next meeting

Next Meeting: Thursday 11th April 2019 at 7.30pm in the Committee Room

Meeting closed at 7.50pm

Chairman Dated.....