

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 17 October 2013
in the Village Hall Committee Room

Present: *Councillors* – Anthony Sheppard (*Chairman*), Geoff Herbert, Mark Sugden,
Co-opted Members- Bill Chilcott,
Parish Clerk - Freda Collins
2 members of the public

Before the start of the meeting the Chairman welcomed Mary Marshall, who was recently co-opted onto the Parish Council, as a member of the Environment Committee.

1. Apologies for Absence

Cllr Kate Hallett who was unwell
Carol Manley
Vanessa Relleen
Rukshana Master
These were accepted.

2. Declarations of Interests

Cllr Herbert declared that he is also a Borough Councillor.
Cllr Sugden declared that he is a Trustee of the CRGT.
Cllr Marshall declared that she is also a Borough Councillor.

3. Minutes of last meeting

The minutes of the 15 August 2013 were agreed and signed by the Chairman.

4. Actioning of items from previous minutes

All action points are agenda items.

5. Litter, Graffiti & Fly-tipping

AP 13 *barriers on Woodstock Lane South*- the Clerk contacted EBC but has had no reply. There are gates at the entrances to Elm Farm but these are set back and therefore still allow room for dumping. It was agreed that this was a good idea, but it will not work in practise.
AP14 *litter at the new Sports Centre, Oaken Lane*. This has all been cleared.

Report given later

6. Highway Garden Sites

Action Points:-

AP 16- *Horizontal wires at St Leonards Road*. Still outstanding. Cllr Herbert will speak to Rob Garner

AP 17- *Clerk to contact Green Gardens*. Done

AP 18- *re-tender of the HGS contract*. Done

AP 19- *watering the Red Lane HGS*. Done- no response to the letter

a. Inspection Arrangements

Applegarth
(CM, VR)
No report

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Fee Farm Road/ The Causeway

(CM, KHa)

No report

Torrington Lodge car park

(AS, RM)

There are a lot of weeds near the amelanchier in the NE corner. This will be reported to the contractors.

AP23 The Clerk to action

Coverts/Foley Roads triangle

(CM, VR)

No report

Glebelands

(GH, MS)

A few shrubs appeared to have died where the chippings were dumped. It was agreed that Cllr Marshall will ascertain the type of shrub. Replacements will be purchased and the new HGS contractor will be asked to plant them.

AP24 Cllr Marshall to action

The Green

(VR, CM, GH)

It is very overgrown at the pointy end. This will be reported to the contractors.

AP25 The Clerk to action

There is still a hole where the Hare & Hounds sign used to be.

St Leonards Road

(AS, KHa)

Looking OK.

The horizontal wires still need to be put up. Cllr Herbert will speak to Rob Garner to ask if he will do this.

AP26 Cllr Herbert to action.

Glenavon Close

(MS, GH)

No work has been done at this bed for some time. It was agreed that the Clerk will purchase a shrub and give it to Gerald Abrahams so that he can complete work on this bed.

AP27 The Clerk to action

Red Lane

(KHa, RM)

Looks good.

Church Road

(GH)

The bed looks fine, but is rather dull. It is a difficult bed as it is in constant shade from the trees.

Hare Lane car park

(AS, RM)

The east side needs weeding. This will be reported to the contractors.

AP28 The Clerk to action

It was noted that the building work on the new house is finished and the builder's access has been closed off with a new fence. A pedestrian gate has been put in the fence. It is not known if permission was given for this gate and associated access over the HGS bed. The Clerk will liaise with the Chair of Planning.

AP29 The Clerk to action

The Firs verge

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(VR, KHa, GH)

Green Gardens have asked if they can do the last cut. The Clerk has requested that they be careful not to damage the small shrubs (*post meeting note; Vanessa reports that the small shrubs have been mown. The Clerk will contact Green Gardens about this*)

Brick bed at The Parade

(VR & CM)

It was agreed that, as this bed is a focal point, it needs to be striking. When this bed is next replanted it requires more colour.

Woodstock Triangle

(KHa)

The bed is generally tidy, but the shrubs are old and woody. It was agreed to purchase a few new shrubs and replant the bed.

AP30 The Clerk & Cllr Marshall to action

b. Suggested Projects

i. The renovation of Glenavon Close still needs to be completed. See above.

ii. Cllr Marshall would like to see some hanging baskets in Holroyd Road. It was noted that CPC has only a set amount of money for hanging baskets and panniers; and these have all been assigned elsewhere in the village. It was noted that EBC may be changing contractors for the hanging baskets next year. If the new contractor is cheaper than the current one, then we may be able to get more hanging baskets for our set amount of funding. Some of these extra baskets could be placed in Holroyd Road. The Clerk will contact Matt Almond of EBC to ask about this matter.

AP31 The Clerk to action

iii. Some residents of Foxwarren would like to make a garden in an area near 5/6 Foxwarren. SCC felled some trees there and was going to pave it over, but the residents decided that a garden would be better. The residents will make and maintain the garden. It was agreed that this was a good initiative by the residents. They have applied for a grant to CPC. This will be discussed at the November meeting.

iv. Some of the new plants planted at the War Memorial during the recent renovation have failed due to lack of water. It has been discovered that the soil is very poor and this contributed to the failure of the plants. CIB have asked for a grant to replant the beds. This will be discussed at the November meeting. CIB have also requested that CPC agree to maintain the beds at the War Memorial. It is believed that the Church owns the land, but EBC own the actual memorial. Cllr Sheppard has contacted Janet Watkins at the Church, but has had no reply.

The Clerk will ascertain who owns the Memorial and land. (*Post-meeting Note: Francis Boff has advised that EBC maintain the grass and hedges, employing Burleys. The Church own the land, but the memorial is the responsibility of EBC. The Church Gardening Group, lead by Brian Matthews do an occasional tidy up.*)

AP32 The Clerk to action

c. New Contractor

It was decided not to renew the HGS maintenance contract with Green Gardens as there have been a number of complaints about their work. The firms who sent in affordable quotes for the last re-tender last year were asked to quote again. Four contractors sent in tenders. After a review of the tenders it was agreed to award the contract to Paul Quinnen. Paul was the original HGS contractor. His work was satisfactory, his price reasonable and we had no complaints. The Clerk will inform Paul that he has the contract subject to the relevant checks and will inform the other companies that they have not been successful.

AP33 The Clerk to action

The Clerk and the Chairman will arrange with Paul to sign the contract.

AP34 The Clerk to action

It was agreed that the Chairman and Cllr Marshall will arrange with Paul for site visits to all the sites.

AP35 The Chairman to action

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7. Meadow Road Island

7.1 Cllr Sheppard wrote to all the residents to inform them of the proposed tree works and hand – delivered the letters (AP20). No comments have been received.

7.2 The emergency works to the willow were carried out on a non-competitive tender basis due to the urgency of the matter.

8. Tree Works

At the last meeting it was agreed to get quotes for various tree works around the village. A detailed specification will be needed from the Tree Wardens in order to obtain quotes. Cllr Sheppard will contact the Tree Wardens to ask them to provide the specification.

AP36 The Chairman to action

9. Claygate Volunteer Groups

a. Green Team

No report

b. Claygate in Bloom

No report

10. Status of The Green

10.1 Cllr Sheppard has agreed to champion this project. He will check with Helen Gilbert of SCC that The Green is not already registered and on the legislation involved in registration. (AP21)

AP37 The Chairman to action

10.2 The Chairman has spoken to Paul Langton of the History Society (AP22). Prior to the War, there were railings on the Green. Paul has postcards from the 60's of people sitting on The Green. Cllr Sheppard has also been in contact with Jo Richards, who is a local campaigner for environmental issues, about usage of The Green.

10.3 It was noted that the Government will be changing the legislation to make it harder to register land as a village green.

10.4 It was noted that Weybridge museum may be a good source of information about past usage.

10.5 It was noted that carols have been sung on The Green for a number of years. It was agreed to check how long. (*Post-meeting Note: CVA report that a Christmas tree has been put on the Green since 2004.*)

11. Firs Artwork Project

A suggestion has been put forward by CIB that the Firs verge be used to display local art projects. This has been done previously when an art project by the Scouts was displayed on the verge to celebrate their centenary.

It was agreed that the concept of art displays are good, but the Firs may not be the most appropriate location; The Green, Torrington Lodge car park or St Leonard's road HGS may be better.

It was also agreed that many issues need to be resolved such as sightlines, trip hazards, insurance etc. More information is required on this matter. This is an agenda item at the PC meeting on 7 Nov 2013.

12. Courier/Website

12.1 An article on registering The Green as a village green with a request for evidence of use.

12.2 The new HGS contractor.

12.3 The proposed tree works on the HGS sites.

12.4 It was agreed to feature the HGS sites in March, when we could also ask residents to water them.

Bill Chilcott arrived at the meeting so Item 5 was taken.

5.1 It was agreed not to pursue the matters of barriers in Woodstock Lane South as the idea is not practical.

5.2 A resident contact Cllr Sheppard to ask for more 'dog poo' bins in Claygate Common. Cllr Sheppard contacted EBC to ask for more bins but was told that, due to budget restraints, they could not provide any more. The main cost is not of providing the bin, but of emptying.

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EBC did produce posters which advertised the etiquette of dog walking and removal of dog faeces.

Cllr Hallett produced a survey of bins in Claygate:-

- i. There are 2 'dog-poo' bins, one at Claygate Common and one at the Recreation Ground
- ii. Other bins which may be used for 'dog-poo' are situated at Fee Farm Road and the end of Claremont Road

Cllr Marshall will request more bins from EBC.

AP38 Cllr Marshall to action

5.3 It was note that the path behind the surgery near Elm Road is often full of beer cans. Bill regularly picks these up.

13. Matters for information only

13.1 On the bridleway which runs behind Tower Gardens there are some branches from a dead oak. The tree may be diseased. Cllr Sugden will report the matter to the Surrey Rights of Way team

13.2 The streetlights on The Parade are due to be replaced, but the standard posts will not be strong enough to hold a hanging basket. Cllr Mike Bennison has been in contact with Skanska who will make reinforced posts especially for Claygate which will support the weight of the hanging baskets. Each unit will cost £1,474.74 and there are seven; making a total of £7,357.36. There is a fund (ECIF fund) which is part of the Elmbridge Business Scheme which may fund 90%. CPC would have to apply to the scheme for this funding and perhaps give a contribution. This matter is on the agenda for the full PC meeting on 7 November 2013.

13.3 Cllr Marshall will request an information notice board for the end of Coverts Road.

14. Date of next meeting

Next Meeting: **Thursday 8.00pm on the 12 December 2013 in the Committee Room**

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