

**DRAFT MINUTES
EXTRAORDINARY MEETING
ENVIRONMENT & LEISURE COMMITTEE
At 7.00 p.m. on Thursday 12th January 2017
in Holly Room of the Ministry Centre, Holy Trinity Church, Claygate**

Present: *Councillors*- Bill Chilcott (Chairman), John Bamford, Geoff Herbert, Bernadette Pearce and Mark Sugden (ex officio)
Interim Administrator – Shirley Round

1. Apologies for Absence: Cllr Gavin Wilson, Carol Manley and Vanessa Relleen

2. Declarations of Interests

Cllr Bill Chilcott declared that he is a Member of the Kingston Branch of the Ramblers' Association, Voluntary worker with Lower Mole Countryside Management Project, Member of Claygate in Bloom.
Cllr John Bamford declared that he is Trustee of Friends of Capelfield Surgery, Trustee of Friends of Claygate Day Centre, Trustee of Claygate Village Hall Association, Bookkeeper at Holy Name Church, Esher.

Cllr Geoff Herbert declared he is Co-ordinator of Neighbourhood Watch.

Cllr Bernadette Pearce declared she is employed by Kingston College.

Cllr Mark Sugden Trustee of CRGT and CVHA, Committee member Claygate Village Association, Committee member Claygate Gardening Society, Chairman, Outreach Group, Church of the Holy Name, Esher.

3. To Discuss Action on Derwent Close including

a) Limit on Money to be Spent on Clear Up

The Chairman of the Environment & Leisure Committee summarised the proposed work on Derwent Close Green and the meeting he had undertaken with EB Cllr Mary Marshall, Dave Page (Countryside Estates Officer EBC) and Liz Shakeri (SCC) to discuss the area. Dave Page has produced a map of the site with 'desired work' marked and indicated approximately £750 would be required to undertake Part 1 of the project.

A discussion ensued on how the project could be funded.

It was proposed that the Environment & Leisure Committee spends up to £1,000, less residents' contributions, for a one off clear up of Derwent Close.

Proposed: Cllr Mark Sugden

Seconded: Cllr John Bamford

Unanimously Agreed.

b) Invitation to Tender

The draft Tender, previously circulated, was agreed.

It was proposed that the Environment & Leisure Committee send out invitations to tender to 6 contractors.

Proposed: Cllr Bill Chilcott

Seconded: Cllr Geoff Herbert

Unanimously Agreed.

c) Long-term Management

Cllr Chilcott proposed that the Derwent Close Green becomes a Highway Garden Site. It was agreed this will be discussed at the next Environment & Leisure Committee Meeting.

4. Date of next meeting

Next Meeting: **Thursday 8.00pm on the 2nd February 2017 in the Committee Room**

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