

ENVIRONMENT COMMITTEE
Minutes of the meeting at
8.00 p.m. on Thursday 8th October 2015
in the Village Hall Committee Room

Present: *Councillors*- Vice Chairman Geoff Herbert, Gary State, Mark Sugden (ex-officio), Julian Way
Co-opted Members- Vanessa Relleen
Parish Clerk – Zak Keshavjee

1. Apologies for Absence

Declarations of Interests

Cllr Herbert declared that he is a Director of Elmbridge Rent Start

Cllr State declared he is a business owner in Claygate and Represents Claygate on the Elmbridge Business Network.

Cllr Sugden declared he is a member of Claygate Village Association and Trustee of the Claygate Recreation Ground Trust.

Cllr Way declared he undertakes care work for Sans Soucie, Guildford and student ambassador for Kingston University.

Vanessa Relleen declared she is a Trustee of CRGT and CVA

3. Minutes of the last meeting.

The minutes of the 6th August 2015 were approved and signed by the Chairman. A resolution was proposed by Julian Way, seconded by Geoff Herbert: to ratify decisions made on 6th August Committee meeting where there was no quorum. The motion was passed with 3 in favour and 1 against (Gary State).

4. Actioning of items from previous minutes

AP44 Church Road & Glebelands HGSs. There has been no action. HGS inspectors will be asked to look at these sites.

AP45 Hare Lane Car Park. No Action. Paul's Garden Services will be asked to weed the bed

AP17 HGS worksheet to be dated.

AP18 Litter problem in Claygate will be included in Courier.

AP 19 Chairman to make a recommendation at the next Parish meeting on how HGSs are inspected and reported.

AP 20 Cllr Herbert to contact Cllr Huddart whether H & T will cover the cost of replacing bird cherry tree on Firs verge damaged by road works.

AP 22 £20 spent on two bags of compost by Vanessa.

AP 23 Dead cedar tree on Applegarth to be removed by Paul's Garden Service.

AP 25 Rosemary removed from the Green.

AP 26 Vanessa Rellen to contact WI re site for commemorative tree at junction of Telegraph Lane and Red Lane.

AP 27 No further action.

AP 28 no interest from Scouts and Guides in Clean-up Day.

AP 29 invoice outstanding for hanging baskets. Supplier to be thanked as baskets looked good.

AP 30 outstanding. Cllr Herbert to find out the name of the replacement for Matt Almond.

AP 31 Parish Clerk to contact Helen Belgrano Operto to say that she is welcomed to return as a member of the public.

AP 32 see item (9) below.

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5. Constitution of the Committee

Since Cllr Chilcott had resigned from the Committee, Cllr Julian Way was elected as Chairman of the Committee, proposed by Geoff Herbert and seconded by Gary State. Geoff Herbert remains as Vice Chairman. After this vote Cllr Way took over as Chairman from Cllr Herbert who had acted as Chairman from the start of the meeting..

6. Remit

Deferred to the next meeting together with Risk Assessment.

7. To Clarify Quorum and use of possible reserves.

Standing Orders state clearly that a minimum of 3 councillors must attend committee meetings. Cllr Way to propose a motion dealing with reserves at the next parish meeting.

8. To Review Budget Requirement for 2016/17

Budget is around £12,000 less a grant of £3,700 from EBC. HGS costs £6,834, Hanging Baskets £2,000. A greater emphasis on working in partnerships with other organisations and a recruitment drive for Claygate in bloom should be planned for next year.

9 To Discuss any required action re Highway Garden Sites

a) Jean Griffith's tree on the Firs verge. Unfortunately the bird cherry has died. This tree is the responsibility of the Highways & Transportation committee. The tree was paid for by the Parish Council and the plaque donated by CVA. It is thought the roots had been damaged during the recent road works. Cllr Huddart will be asked if the tree can be replaced out of the H & T budget.

AP32 Chairman Way to contact Cllr Huddart

b) Glenavon Close. It was noted the juniper has died and needs to be replaced in the Autumn. Paul's Garden Services has been contacted by Parish Clerk. Also to remove dead tree at Applegarth.

10 To Discuss Litter, Graffiti and fly-tipping.

Nothing to report.

11 Surrey's Recycling Centre Changes

Nothing to report.

12 To Discuss Progress on an Autumn Clean-Up Day

Try again in 2016 to attract new volunteers.

13 Oak Processionary Moth

Nothing to report

12 Meadow Road Island

Nothing to report. Michael O'Brien (Meadow Road resident) has agreed to report if necessary.

17. Claygate Volunteer Groups

Claygate in Bloom

Cllr Way proposed an initiative to empower Claygate in Bloom with funding or help to attract new volunteers. Want to invest in energy and co-ordinate work with other organisations (CVA)

18. Village Greens

Cllr Sugden stopped any further legal work incurring fees. Review of the situation will be on the agenda at next Parish meeting as well as a motion to cover the legal costs incurred.

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19. Courier/Website

Nothing to report.

20. Matters for information only

Remit and Risk Assessment to be discussed at next meeting.

21. Date of next meeting

Next Meeting: **Thursday 8.00pm on the 3rd December 2015 in the Committee Room**

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