



ENVIRONMENT and LEISURE COMMITTEE

Minutes of the meeting at
8.00 p.m. on Thursday 3rd December 2015
in the Village Hall Committee Room

Present: *Councillors*- Julian Way, Geoff Herbert, Bill Chilcott, Mark Sugden (ex-officio).
Co-opted Members- Vanessa Relleen
Parish Clerk – Zak Keshavjee

1. Apologies for Absence

Carol Manley

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.

Cllr Geoff Herbert Director of Elmbridge Rent Start

Cllr Mark Sugden Trustee of CVA, CRGT and CVHA. Represents Claygate on Elmbridge Business
Network Committee. Committee member of Claygate Village Association, Committee member of
Claygate Gardening Society.

Cllr Julian Way Undertakes care work Sans Soucie, Guildford and student ambassador for Kingston
University.

Vanessa Relleen Declared she is Trustee of CVA, Trustee of CRGT and Secretary of Claygate Tennis
Club.

3. Minutes of the last meeting.

The minutes of the 8th October were approved and signed by the Chairman.

4. Actioning of items from previous minutes

AP 44 Church Road and Glebelands HGSs. There has been no action. HGS inspectors will be asked to
look at these sites.

AP 45 Done

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

AP 22 £20 spent on two bags of compost by Vanessa. CPC will reimburse when used.

AP 29 Invoice outstanding for hanging baskets.

AP 30 Outstanding. Cllr Herbert to find out the name of the replacement for Matt Almond. This is
related to hanging baskets for which no invoice yet received from EBC but cost included in budget.

Minutes

AP 31 Done

AP 32 Done

AP 18/AP 33 New. Article in next Courier on environment should include topic on litter in Claygate. Julian Way to action.

AP 34 New. Remit for Environment and Leisure to be finalised at the next meeting. Chairman of Council/Parish Clerk. Julian Way to action.(See section 5 below).

AP 35 New. Parish Clerk to send Chairman of the Committee notes on risk assessment. (See section 6 below).

AP 36 New. Identify options to apply funding for National Housing Federation Funding for Green Space Project. Bill Chilcott to action. (See section 7 below).

AP 37 New. Update Appendix for inspections for HGS sites. Parish Clerk to action. (See section 10 below).

AP 38 New. Fly-tipping issue to be highlighted in Courier. Bill Chilcott to action. (See section 11 below).

AP 39 New. This topic (status of greens) must be on the agenda for next meeting. Parish Clerk to action. (See section 12 below).

AP 40 New. Village Green documents to be returned to office. Mark Sugden to action. (See section 12 below).

5. To Review Remit In Light of Renaming Committee to Environment and Leisure and Agree Any Necessary Action.

Change in name of Committee with the aim of broadening influence. Liaising with other parties directly involved with running amenities in Claygate is an important role for the Committee. Leisure should mean a focus on projects. A detailed remit should be considered at the next Environment and Leisure Committee Meeting.

6. To Review Risk Assessment and Agree Any Necessary Action.

Deferred to next meeting. Parish Clerk to send Chairman of the Committee notes on risk assessment.

7. To Discuss the National Housing Federation New Funding For Green Space Projects and Agree any Necessary Action

Funding of £12,000 available. Tesco customers vote on best projects. Two further rounds next year. Recreation ground are pursuing this. CPC could apply for flower beds and Highway Garden Sites in second round. **AP 36 New.** Identify options to apply for National Housing Federation Funding for Green Space Project.

8. To Provide An Update On The Opportunity to Open Outdoor Swimming Pool at Claygate Primary School To The Public.

Decision making process lie with governors of school and SCC. Require outdoor changing room, toilets and lifeguards meaning a substantial financial commitment. It was noted that Sport England may provide support as well as CPC. However, the onus is on the school. An important consideration is the depth of the pool.

9. To Discuss Joining The Open Spaces Society.

Annual cost of £45. A motion AGREED unanimously to join the society was proposed by Julian Way and seconded by Bill Chilcott.

10. To Discuss Any Required Action Re Highway Garden Sites.

Update appendix for listing those who are responsible for monitoring specific sites. **AP 37** New Parish Clerk to action.

11. To Discuss Litter, Graffiti and Fly-Tipping And Agree Action.

SCC recycling centres changes are being discussed. Households may be charged for a limited range of non-household waste with potential rise in fly-tipping. **AP 38 New.** Fly-tipping issue to be highlighted in Courier. Bill Chilcott to action.

12. To Discuss The Status Of The Greens And Agree Action.

Meadow Road established as village green. Three years ago CPC went to EBC and ask them to register green near Hare and Hounds but EBC refused. As for Derwent Close, the land may have reverted to the crown when the original developer became bankrupt. One option is to buy the land with residents part funding or could treat it as HGS site but land ownership is problematic.

Open space review by EBC could provide protection if EBC adopts these sites in the plan. Consultation and meeting due in January may reveal designation so should wait for meeting. **AP 39 New.**This topic must be on the agenda for next meeting. **AP 40 New.** Return Village Green documents to office.

13. Motion To Exclude Press And Public. To Discuss, Agree and Sign The HGS Maintenance Contract For 2015/16.

A motion was proposed by Julian Way and seconded by Geoff Herbert AGREED unanimously to exclude the press and public.

The contract was signed by Julian Way and Geoff Herbert.

14. To Review Budget Requirements for 2016/17.

Proposed budget requirements were agreed.

15 To Confirm The Date of Next Meeting.

Date of next meeting

Next Meeting: **Thursday 8.00pm on the 11th February 2016 in the small Committee Room**

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