

DRAFT
ENVIRONMENT & LEISURE COMMITTEE
Minutes of the meeting at
7.30 p.m. on Thursday 4th April 2018
in the Committee Room, Claygate Village Hall

Present: **Councillors:** Bill Chilcott (Chairman), Geoff Herbert and Bernadette Pearce
 Parish Clerk: Shirley Round
 In attendance: Vanessa Relleen (part meeting)

1. **Apologies for Absence:** Cllrs Anthony Marques and Julian Way with reason and Debbie Machin (co-opted)
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 Bernadette Pearce: Employed by Kingston College, Secretary Outreach Group, Church of the Holy Name, Esher.
3. **Minutes of the extraordinary meeting on 7th March 2019**
The minutes of the meeting were approved and signed by the Chairman following the addition of the following statement:
6. iii) Loose plant material and leaves will be removed. (*post meeting note*)
4. **Actioning of items from previous meetings**
AP44 Order hanging baskets. DONE
AP45 Work on Meadow Road Green. GH will follow up to check required work is completed. Outstanding.

*The Chairman requested a Motion under Standing Orders 1 d), e) and f) to allow for discussion on Claygate Green. This was **agreed unanimously**.*

5. Report on Highway Garden Sites

- Prior to the meeting Cllrs Pearce and Chilcott conducted an inspection of the Highway Garden Sites:
1. Applegarth: trees look good, it's nice and tidy, a few more plants would add to this nice space.
 2. Causeway/Fee Farm Road: Both parts excellent
 3. Torrington Lodge car park: is tidy and would benefit from some additional shrubs. A local resident (living in Torrington Close) has said he would like to plant tree/trees along the HGS border. This will be considered by the next E & L Committee – see below.
 4. The Green: is looking in need of some new plants, weeding and a general tidy up.
Vanessa Relleen (a member of the parish council Green Team) has submitted a report on the state of the Green suggesting several of the beds require attention. It was **unanimously agreed** £260 be allocated for new plants, to be purchased by VR, for this important site. PQ will be asked to pay particular attention when working on the Green. It is noted that some of the bulbs have been strimmed. Leaves need to be removed from around the shrubs, ivy and snowberry needs to be cut back or removed. **AP46** The Street Smart team have varnished the benches and replaced several damaged slats.
It was agreed Green Team volunteers will do the planting.
The Clerk will update the information held on volunteers and asked VR supply names and contact details of new volunteers. Without this information they are not covered by the parish council insurance whilst undertaking work on the highway garden sites. Clerk/VR **AP47**
 5. Glebelands: needs a really good tidy up, including weeding. It also needs some new shrubs and the old ones removed, coloured plants/shrubs would add to this great space. It was agreed a major refurbishment was required – new planting, replacement of the weed suppressant membrane and

new bark chippings laid. This will be added to the list of new projects to be considered by the next E & L Committee. **AP48**

6. Coverts Road/Foley Road: requires some weeding and a general clear up. There is some litter present.
7. St. Leonards Road: needs a good tidy up.
8. Glenavon Close/Common Road: Some cutting back required.
9. Red Lane: Fine
10. Church Road: Fine
11. Hare Lane car park: shrubs planted last year are doing well, some rubbish present, the daffodils are in bloom.
12. The Firs Verge: needs a good tidy up and weeding, a few more plants would add to this nice space.
13. Woodstock Triangle: needs tidy up and weeding.
14. Claygate Parade: the bed by Fruit World needs a good tidy up and weeding. A few more plants with colour would add to this bed.
15. Winner bed: (not included on PQ's list) looks good.
16. War Memorial: (not included on PQ's list) looks good.

The Clerk agreed to contact PQ with a list of priority jobs. **AP49**

Projects going forward (recommended by the present E & L committee):

- Review of Schedule 2 of the Contract for Highway Garden Sites
 - Glebelands - refurbishment
 - Torrington Lodge car park – removal of ivy and possible tree planting.
- Clerk to put these on the agenda for the new committee. **AP50**

6. Arrangements for Clean-Up Day 27th April 2019

Banners: Dates changed. Clerk will arrange to have the banners hung weekend of 13/14 April. **AP51**

Location of banners: Agreed.

Contacts: All done

First Aid: Hugh Gostling has agreed a First Aid person will be available and BC will get the mobile number. **AP52**

Insurance, Risk Assessment and sign in sheets. Available prior to the event. Clerk **AP53**

Posters: 40 in total issued to BC at Council meeting for distribution to Councillors and shops.

Litter Pickers: 4 ordered as per Minutes of last meeting, more required (13 large and 7 small) Clerk or BC will order tba **AP54**

Post meeting note: BC agreed to purchase the litter pickers.

Rubbish collection Hare Lane cp: BC has contacted EBC. The Claygate Guides will now be taking part. They will leave their rubbish for collection in the car park by their HQ in Foxwarren . BC will remind EBC. **AP55**

Helpers: All Councillors will be emailed to remind them of the event. GH agreed to open up the committee room to get access for litter pickers, hi-viz jackets and bags. **AP56**

Note: Cllr Chilcott will be on holiday from 18th – 26th April.

7. S&SEIB Competition 2020

CVA will be encouraged to take part in this event next year, with the support of the parish council.

The Clerk has reminded the organisers of the competition that we wish to be notified in good time and will also be in touch again to remind them. **AP57**

8. Possible projects for Lower Mole Partnership.

The email from BC (dated 21st March) suggesting projects Lower Mole may be able to assist with has been forwarded to the H & T committee for consideration. Possible projects:

- If the development of Claygate House goes ahead, improving the footpath across Hare Lane Green towards Claygate Station.
- BW34 (top end) was suggested, but is already being considered with the British Horse Society, CPC and SCC.

Another possible project, but not for the Parish Council, is clearing the brambles etc. in the two gaps between Nos. 128 and 132 and 154 and 158 on the west side of Coverts Road. The opinions of the residents of these houses must be considered. If they agree, it is recommended that Lower Mole should contact the Crown Estate, which owns this land.

9. Reducing use of plastics

A speaker from Friend of the Earth has been booked for the Annual Village Meeting scheduled for 23rd May. Unfortunately it is likely the European Elections will take place on this date and an alternative date and venue will be required. The Clerk will keep Councillors apprised of developments. **AP58**

10. To Discuss Litter, Litter Bins, Graffiti & Fly-tipping and agree action

Clr Chilcott reported that the litter and flytipping in Woodstock Lane is much the same as usual. However, EBC are quick to respond to reports of flytipping and arrange for removal.

11. Courier/Website

Copy dates for the next edition of Courier will be available after the next Council meeting.

12. Matters for information only

The Clerk reported the EBC Environmental Officer had recently carried out an inspection in Claygate. Horse trough: It has been reported that the horse trough has been knocked slightly off its base. However, he and a colleague had been unable to move it. He reported that according to Google Street Map the horse trough had been like this since 2014. He felt it did not pose a danger. Sycamore tree Torrington Lodge car park: A local resident reported that a sycamore tree in the car park was in danger of knocking down the fence at the far end of the car park. However on inspection, and together with the car park manager, they could not identify the problem. They cleared away some dead branches leaning on the fence whilst in the car park.

The Environment Officer will be asking the Street Smart team to

- a) Remove graffiti from the bin on the Parade.
- b) Weed and tidy up tree pits on the Parade.
- c) Paint the junction box outside the Hare Lane flower shop.
- d) Straighten the 'no entry' sign outside the Co-op.

The Clerk will pass on the E & L committee's thanks to the Environmental Officer and his Street Smart team.

13. Date of next meeting

Next Meeting: Thursday 6th June 2019 at 7.30pm in the Committee Room

Meeting closed at 8.35pm

.....Chairman Dated.....