

**ENVIRONMENT COMMITTEE**  
**Minutes of the meeting at**  
**8.00 p.m. on Thursday 3 April 2014**  
**in the Village Hall Committee Room**

**Present:** *Councillors* – Mark Sugden (*Chairman*), Geoff Herbert, Mary Marshall, Helen Maguire  
*Co-opted Members*- Bill Chilcott, Vanessa Relleen, Rukshana Master  
*Parish Clerk* - Freda Collins  
2 members of the public

In the absence of the Chairman, the Vice Chairman, Cllr Sugden took the chair.

**1. Apologies for Absence**

Cllr Kate Hallett (with reason)  
Cllr Anthony Sheppard (with reason)  
Carol Manley  
These were accepted.

**2. Declarations of Interests**

**Cllr Herbert** declared that he is also a Borough Councillor.  
**Cllr Sugden** declared that he is a CVA Committee member and a Trustee of the CRGT.  
**Cllr Marshall** declared that she is also a Borough Councillor.  
**Cllr Maguire** is also Chair of the CRGT.  
**Vanessa Relleen** declared that she is a Trustee of the CRGT, is on the Committee of Claygate in Bloom and the CVA.  
**Rukshana Master** declared that she is on the Committee of Claygate in Bloom and the CVA.

**3. Minutes of last meeting**

One correction was made to the last minutes of the 29 January 2014:-  
i. Item 5.1 'Cllr Isaacs' was corrected to 'Cllr Marshall'.  
The minutes were agreed and then signed by the Chairman.

**4. Actioning of items from previous minutes**

**4.1 Action points**

**AP 16/26- Horizontal wires at St Leonards Road.** Vanessa and Cllr Marshall will speak to Rob Garner to see if he needs any help/equipment. If Rob cannot do the job, then Vanessa and Cllr Marshall will do it.

**AP 60/61- damaged grass-done**

**AP 65- flooding on Hare Lane Green.** Cllr Sheppard wrote to the Environment Agency, and met with them on 12 March, accompanied by the owner of Raleigh House, which is next to the stream. They asked the EA to clear some mud under the Raleigh Drive bridge resulting from a partial collapse of the bank, but they seemed a bit reluctant. A tree growing in the stream needs cutting. The reinforced banking along Hare Lane Green is starting to deteriorate, with blocks falling out into the stream; this has been referred to Dave Page at Elmbridge. The EA are due to check and clear The Rythe's main channel during March.

He has also been corresponding with Thames Water. They have commissioned a camera survey of the sewer in Raleigh Drive, but results have not been forthcoming so far. The electrical equipment for the pumping station appears to have been repaired, following damage by flood water, but Cllr Sheppard is not satisfied that the station is properly managed on a regular basis; they are inclined to be rather complacent about exceptional weather conditions. He will address this with Thames Water, once we get the camera survey report.

4.2 All other action points are agenda items.

**5. Litter, Graffiti & Fly-tipping**

5.1 It was noted that EBC have pursued some convictions for fly-tipping.

5.2 It was noted that there were piles of rubbish dumped on the verge opposite the Oaks and some have been set on fire.

5.3 Bill gave the report.

- i. His elbow is better so he has been able to litterpick along Woodstock Lane South.
- ii. A wardrobe has been dumped at the northern end of the path in Littleworth Road. He has reported this to EBC.
- iii. Claygate Common has been cleared.

5.4 A display case has been dumped on the ground behind the notice board near Boots. The Clerk will report to EBC.

5.5 There is graffiti on the gate and sign in Church Road. The Clerk will report to EBC.

**AP67 The Clerk to action both**

## 6. Highway Garden Sites

### a. Inspection Arrangements

Carol and Vanessa have not yet met with Paul.

#### Applegarth

(CM, VR, GH)

Looks neat and tidy

#### Fee Farm Road/ The Causeway

(CM, KHa, MM)

The Himalayan birches have been planted. It was noted that the trees had to be planted side by side as there appears to be tarmac running under the bed as if the road was once wider.

#### Torrington Lodge car park

(AS, RM)

OK, but needs some weeding along N. side. The Clerk will contact Paul.

**AP68 The Clerk to action**

#### Coverts/Foley Roads triangle

(CM, VR, MM)

Vanessa and Cllr Marshall have dug over the beds and planted more plants. The amelanchier look lovely and the tulips are coming up. The grass needs cutting and the edges need doing. The Clerk will contact Paul.

**AP68 The Clerk to action**

#### Glebelands

(MM, MS)

The bed needs weeding. The Clerk will contact Paul.

**AP68 The Clerk to action**

The bluebells are growing.

The area where the bark was dumped still looks bare; so more shrubs are needed. Cllr Marshall and Vanessa will make a site visit to ascertain how many more are needed. It was agreed to allow up to £50 to purchase more shrubs. This will be actioned by Cllr Marshall and Vanessa.

**AP69 Vanessa and Cllr Marshall to action**

#### The Green

(VR, CM, AS)

Good condition, but it needs an obelisk over the concrete stump of the old inn sign. It was agreed to ask Paul to get the projecting metal bar off the stump of the sign. The Clerk will contact Paul.

**AP68 The Clerk to action**

Cllr Marshall produced the research she had done into archways. A discussion took place and it was agreed that an obelisk would be the preferred option. Wood will be cheaper, but will not last as long as metal. Steve Wells made a natural obelisk for the CRGT out of willow. It was agreed to speak to him about this.

**AP70 Vanessa to action**

Cllr Sugden will research metal obelisks.

**AP71 Cllr Sugden to action**

It was also agreed to spend up to £100 on a metal obelisk if a natural one is not feasible.

Cllr Marshall will inform the manager of the Hare & Hounds.

**AP72 Cllr Marshall to action**

Vanessa will speak to Paul about pruning

**AP73 Vanessa to action**

St Leonards Road

(AS, KHa)

This is satisfactory, although the wires on the wall have still not been done. As per AP16/26 Vanessa and Cllr Marshall will speak to Rob Garner, or do it themselves. It was noted that the wall is cracking. The W. end of the area is a bit bare and needs turfing or digging and planting in the autumn.

Cllr Hallett was due to plant this area with periwinkle but has not yet done this.

The roses need pruning. The Clerk will contact Paul.

**AP68 The Clerk to action**

Glenavon Close

(MS, MM)

Looks fine.

Red Lane

(KHa, RM)

Looks good.

Church Road

(GH, MS)

The bulbs planted by Cllr Marshall are coming up. Generally the beds are rather ragged and sad. Vanessa will look to see what needs pruning prior to meeting with Paul.

**AP74 Vanessa to action**

Hare Lane car park

(AS, RM)

Good, but the roses at the front need pruning (this is the responsibility of CIB). The W. side will need additional planting in the 2014/5 planting season.

The Firs verge

(VR, KHa, GH)

The daffodils made an attractive display.

Vanessa has been hard at work on this bed. She has dug up lots of dandelions. She has planted wild garlic, natural daffodils and other plants. She has re-seeded the trenches dug by Skanska with grass seeds and wild flower mix.

It was noted that Cllr Marshall attended the ceremony held at the Civic Centre when the Mayor handed out packets of poppy seeds. It was agreed that these would be sprinkled on the Foley end of the Firs and the Glebelands roundabout.

**AP75 Vanessa and Cllr Marshall to action**

Francis Boff was also at the ceremony. It is not known where he intends to plant his packet of poppy seeds.

The Clerk will ask.

**AP76 The Clerk to action**

Brick bed at The Parade

(VR, CM, GH, MM)

The tulips are growing.

Cllr Marshall regularly removes litter from this bed.

There are two hollyhocks growing in the bed which should not be there; Vanessa will remove them. It was agreed that up to £30 can be spent by Vanessa on sedum to replace plants which are missing.

Woodstock Triangle

(KHa, MM)

Cllr Marshall has repaired the damage to the grass caused by a vehicle running over it.

There are lots of weeds and litter.

There has been a complaint that the large shrub is too high and is obscuring sightlines. It is too woody to prune, so it may be possible to peg it down. The Clerk will contact Paul

**AP68 The Clerk to action**

## **b. Suggested Projects**

### **Project 1- HGS in Oaken Lane outside number 37**

There was a strip of land adjacent to the footway which had been suggested could become a new HGS. The owner of number 37 has now erected a new fence close to the footway which encircles this strip of land. This matter has been passed to Enforcement at EBC.

**AP58:** Cllr Sheppard obtained a copy of the Land Registry details of 37 Oaken Lane and passed them to Cllrs. Isaacs and Herbert. The covenants on 37 do not appear to be relevant to the fence line, so he did not approach SALC about them.

### **Project 2 -Improvement of Hare Lane car park**

It was agreed to defer this as there are several projects currently being dealt with.

## **7. Meadow Road Island**

**AP61:** The issue of the damage to the grass has been resolved.

There are no problems with the island.

Vanessa still has the little fences. Rukshana will take them, paint them and position them

### **AP77 Rukshana to action**

## **8. Fountain on The Green**

**AP63 (Fountain Restoration):** Cllr Sheppard inspected the fountain

8.1 The block for standing on the S. Side is loose and badly chipped. It needs cementing and, ideally, replacing. It was agreed to get quotes from stone masons.

### **AP78 The Clerk to action**

8.2 The horse trough has moved on its plinth, so needs shifting back into a square position. This could be done at the same time as the stone work to the fountain.

8.3 The metal superstructure carrying the lantern needs repainting. It was agreed to obtain quotes and agree them under the Environment Report at the May meeting.

### **AP79 The Clerk to action**

## **9. Claygate Volunteer Groups**

### **a. Green Team**

The Green Team has been busy working on the Firs.

### **b. Claygate in Bloom**

There will be a meeting of CIB in two weeks to decide the summer planting.

It was noted that no list of litter-pickers has yet been produced. Cllr Marshall will ask for volunteers for litter-picking on LinkedIn.

### **AP80 Cllr Maguire to action**

## **10. Status of The Green**

**AP64:** Cllr Sheppard has not yet been able to visit Elmbridge Museum. It was noted that the Elmbridge Museum website is about to be launched. This will have a search feature.

**AP66:** The Clerk has circulated current information on the evidence and process required for registering a Village Green, but this has not been put on the website. The Clerk will speak to Cllr Coomes.

### **AP81 The Clerk to action.**

10.1 Cllr Hallett has been sent some old photos; one shows a ceremony on The Green in 1986.

10.2 Cllr Herbert is still speaking to Charlie Hibbert's son as his father had lots of information on the village. He will let us know if he has found any evidence.

10.3 Cllr Marshall has spoken to a lady who used to work in the bakery on the High Street. She remembers that there used to be Maypole dancing on The Green.

## **11. Clean Up Day**

11.1 The date has been confirmed as 26 April 2013 from 10.00- 12.00 starting at Hare Lane car park.

11.2 Areas of particular litter problem will be identified and volunteers will be requested to clear up these areas. The Scouts will clean the Common. Cllr Marshall will help Bill clean Woodstock Lane South.

11.3 It will be advised using posters. Cllr Marshall will put in on LinkedIn.

11.4 The Clerk will contact Cllr Sheppard to ask if he will run it.

**APS2 The Clerk to action.**

11.5 It was agreed that the organiser will ask the volunteers if they would be prepared to join a regular litter-picking group.

**12. Courier/Website**

12.1 The Courier has just come out. Cllr Herbert will take photos of Clean Up day for a future edition.

**13. Matters for information only**

13.1 The Clerk noted that no invoice has been received from EBC re the hanging baskets. It is known that our usual contact at EBC, Matt Almond, has resigned. The Clerk will speak to the Head of Department Phillip Robinson. *(Post meeting note: The Clerk spoke to Phillip Robinson. EBC will invoice for the hanging baskets for last year. He confirmed that the hanging baskets have been ordered for this year)*

13.2 The Clerk noted that no invoice has been received from Andy's Gardening Services for the Christmas tree. She will contact Emma Baldwin. It was noted that the hole for the Christmas tree does not have a cover; the Clerk will inform Emma about this.

**14. Date of next meeting**

Next Meeting: **Thursday 19 June 2014 8.00pm on the 2014 in the Committee Room**

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