

**ENVIRONMENT COMMITTEE**  
**Minutes of the meeting at**  
**8.00 p.m. on 16 February 2012**  
**in the Village Hall Committee Room**

**Present:** *Councillors* – Nick Hayes (*Chairman*), Sarah Whittaker, Kate Hallett, Anthony Sheppard  
*Co-opted Members*- Vanessa Relleen, Carol Manley, Rukshana Master.  
*Parish Clerk* - Freda Collins

**1. Apologies for Absence**

None

**2. Declarations of Interests**

Cllr Hallett declared that she is Secretary to the CVA.

Cllr Hayes declared that he has an interest in Item 14 as he is a resident of Dalmore Avenue

Rukshana Master declared that she is on the Committee of Claygate in Bloom and the CVA.

Vanessa Relleen declared that she is a Trustee of the CRGT, is on the Committee of Claygate in Bloom and the CVA.

**3. Minutes of last meeting**

The minutes of the last meeting on 8 Dec 2011 were amended:-

i. Item 4-AP25- should read ‘work to **Glebelands**’

ii. Item 12- the date of the next meeting should read ‘**16**’.

The minutes were then confirmed by the meeting and signed by the Chairman.

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

**AP12- new tree on The Green.** A discussion took place about whether or not to plant a tree on The Green and what type of tree would be suitable. A columnar cherry or fastigiata oak were suggested. Another suggestion was to plant a tree for the Jubilee. The trees are supplied by the Woodland Trust and an entry made on a tree map. It was agreed that no tree will be planted until further information is obtained.

**AP20- rotted and broken knee railing on The Green.** Cllr Hallett is dealing with this matter.

**AP21- The ivy at the pointy end of The Green.** Cllr Hayes will inspect the site to see if the ivy has been removed.

**AP22- tap at the Youth Club-** No further action will be taken at this time.

**AP23- Cllr Hayes to meet with Cllr Huddart regarding the flooding in Applegarth and decide how best to proceed.** The development at Applegarth was built on land prone to flooding. So the flooding is an historical issue which predates the houses. It was agreed that the Parish Council can do nothing about this problem.

**AP25- work to Glebelands** Burleys have done the work. Cllr Hayes will inspect the site.

**AP27- tidy Woodstock Triangle.** The Clerk has attempted to contact Andy about this- but has not yet heard. Cllr Hayes will inspect the site.

**AP30- Two dead trunks of a chestnut tree in Torrington Lodge car park.** –agenda item

All remaining actions have been carried out or are agenda items.

**5. A Comparison of Expenditure to Budget**

See appendix A

There is £735 in the HGS projects code and £50 in the General code- a total of £785. But we owe Burleys £216 for work to Glebelands and possibly £30 to Andy if the tidy up to the Woodlands triangle has taken place.

So a total of £539 is available to spend prior to year end.

**6. Suggested Purchases**

Prior to a discussion about this, it was agreed to take item 7

## 7. Highway Garden Sites

It was agreed that sites will only be spring planted in areas where watering can be guaranteed.

### The Green

(VR, CM, NH)

More planting will be needed in the spring to replace plants which have died.

*Post meeting inspection by Cllr Hayes:*

Knee railings at pointy end need repair they could institute a road hazard if the temporary tie-togethers fail;

Green as a whole presents a neat appearance with evidence of recent maintenance/tidying activity;

Ivy by side road past pub not over abundant and fulfils the purpose of green cover;

Long term, if ivy not desirable, the clump could be removed...not recommended (foot traffic) unless replaced by fast in-shade grower;

Plenty of room for tree on Green if that is desired...underground services unknown.

### St Leonards Road

(AS, KHa)

Cllr Sheppard has not inspected the site. Cllr Hallett reported the site looks fine. The wires for the climbing plants have still not been done. Carol Manley will contact Rob Garner to see if he will do them.

### **AP32 Carol to contact Rob Garner**

*Post meeting inspection by Cllr Hayes:*

Looks neat and tidy;

Plants by wall at Red Lane end could do with wires to assist in their ascent;

Bark chippings not desperately needed but might improve water retention if watering is continuing issue;

Additional plantings possible but not evidently essential.

### The Firs verge

(VR, KHa, NH)

Cllr Hayes and Vanessa carried out planting on this site in December.

*Post meeting inspection by Cllr Hayes:*

Looks good;

Plantings appear to be healthy;

Some trimming needed by fence along The Firs boundary;

Pathway needs repair, (still).

Bulbs poking through all over.

### Hare Lane car park

(AS, RM)

Cllr Hayes and Vanessa have done some planting. It is not known when construction of the proposed new house next to the car park will take place and whether constructors' access will not be needed across it, so no new planting will be done in this area.

*Post meeting inspection by Cllr Hayes:*

Plantings by PC last year look to be O.K. though time will tell;

Still signs of water leak but may be surface water draining ...check after a dry spell.

### Torrington Lodge car park

(AS, RM)

Cllr Sheppard followed up the action from the December meeting re the apparently dead chestnut stumps at the back of the Car Park and spoke to Ian Gayton, Richard Fletcher (Trees) and John Strachan (Car Parks) at Elmbridge.

They have just done a Safety Audit on Car Park trees and as a result have felled a large sycamore at the back of the TL Car Park; judging from the stump, it was quite hollow at the base. Local residents would like to see this tree replaced. EBC will look again at the chestnut trunks and remove them if they are dead, but will probably wait for leaf bud time before deciding.

John Strachan will be planting 2 Amelanchiers (Juneberry) on the LH (Torrington Close) side of the Car Park and funding 6 months watering.

*Post meeting inspection by Cllr Hayes:*

Needs keeping an eye on to ensure promised planting/stump removals occurs.

Fences need to be monitored.

Applegarth

(CM, VR)

*Post meeting inspection by Cllr Hayes:*

Somewhat patchy may need additional plants to infill but future growth potential of existing plants unknown

Residents/frontagers take an interest in what is going on so investment is amplified and should be protected by benevolent attention.

Red Lane

(KHa, RM)

Glenavon Close

(SW, NH)

The bed has bare areas.

Church Road

(SW, NH)

*Post meeting inspection by Cllr Hayes:*

Looks Ok.

Bulbs nosing above ground.

Fee Farm Road/ The Causeway

(CM, KHa)

*Post meeting inspection by Cllr Hayes:*

O.K. tidy appearance.

Coverts/Foley Roads triangle

(CM, VR)

*Post meeting inspection by Cllr Hayes:*

Looks O.K.

Trees in guards appear to show fresh leaf buds;

Grass has survived winter surprisingly well;

No immediate action required.

Glebelands

(SW, NH)

*Post meeting inspection by Cllr Hayes:*

Very tidy appearance with border shrubs/plantings contour trimmed to please the eye;

One tree shows well with low branches trimmed as requested;

Other tree satisfactory;

Bark chippings still light brown/beige so clearly recent;

Depth of chippings somewhat uneven but entirely satisfactory;

No immediate work required;

Longer term need; to keep an eye on excessive growth through border shrubs by self-seeded vegetation.

Brick bed at The Parade

(VR & CM)

Damage was caused to the brick wall of this bed by an unknown vehicle. All the plants have been removed so that the wall can be repaired. Consequently, the bed looks very unkempt. Cllr Hallett will chase SCC to repair it, but she has been told that it may not be done until the start of the next financial year.

**AP33 Cllr Hallett to chase SCC.**

A suggestion was made that temporary plants are put in to make it look better, but this was agreed to be a waste of money.

It is known that CIB would like the bed to be a focal point and would like colourful planting. It was agreed that this is a CPC bed and we should retain control over the planting, but will ask CIB for their planting suggestions.

**AP34 Cllr Hayes to speak to CIB.**

Item 6 was revisited

## 6. Suggested Purchases

£539 is available to spend prior to year end. Out of this, we will need £100 for more bark for St Leonards Road and £150 for plants for The Green and St Leonards Road. This leaves £289.

CIB would like to replace all the planters in time for the competition. One suggestion was for a larger version of the existing tubs. Strong support was expressed for these as they will have better water retention characteristics and are pleasing to the eye. It was agreed to offer £250 towards the cost of new planters.

## 8. Other Flower Beds

### Claygate Station

No report

### Woodstock triangle

This bed needs complete renovation. It may be possible to include this in the EBC renovation of the village gateways.

*Post meeting inspection by Cllr Hayes:*

Corner of bed has been over-run by truck-tires though damage is not severe due to design/framing of corner;

Appearance not dramatically eye-catching but also not un-pleasing;

Evidence of tidy up with grass growth cut back round some shrubs;

Highly suspicious big leafed plants in a spot or two (the dread dock?);

Good candidate for spruce up but underground services and exposure to turning trucks mitigate against large investment.

## 9. Meadow Road Island

No report

## 10. Village in Bloom Competition 2012

10.1 CIB has formally entered the competition. The judging date is not yet known, but it is expected to be in early July.

10.2 Summer planting for the tubs and beds will take place in May.

10.3 A Claygate version of Gardeners Question Time is being organised to raise funds.

## 11. Jubilee Projects

11.1 It was noted that CPC has agreed financial support for the Community War Memorial Project. CPC has also agreed that it will consider requests for grants for Jubilee projects.

11.2 It is known that EBC intends to refurbish village gateways for the Olympics- although details of what they will do are unknown. It was agreed that it would be desirable for CPC to have input into this scheme. It was agreed that the Clerk should contact EBC to ask what plans EBC have for the gateways

### **AP35 The Clerk to action.**

*Post meeting note: the Clerk contacted Paul Dawson who reports that EBC intends to replace white fencing at village gateways on a like for like basis. There is a proposal to place planters in front of the white fencing, but this will only be for the duration of the Olympics.*

11.3 It was suggested that we should plant a jubilee tree. There is a scheme run by the Woodland Trust which provides a choice of trees. Cllr Hallett will research. Any planting will take place in autumn to alleviate watering problems.

### **AP36 Cllr Hallett to action.**

## 12. Courier/Website

Copy for the next Courier is requested by 27 Feb. It was agreed that the Chairman will write the article. Somewhere in the Courier there should be reference to:-

i. Randalls tip is now closed. The nearest alternatives are at Epsom or Walton.

ii. The date of the spring clean-up on 21 April.

### **AP37 Cllr Hayes to action.**

**13. Contractors Survey**

Burleys requested that we fill out a customer satisfaction survey. This was carried out. Generally, the work carried out by Burleys is good. The Clerk will send off the survey to Burleys.

*Post meeting inspection by Cllr Hayes:*

Assessment of Burleys work on HGS sites- Entirely satisfactory.

Would like them to advise us of emerging problems (support for preventive maintenance).

**14. Planting in Dalmore Avenue**

Cllr Hayes declared an interest in this item as he is a resident of Dalmore Avenue and has been involved in the meetings of the residents. Cllr Hayes would like a tree near his property and will donate £71 which is the full cost of the tree where other residents are donating about £50/tree.

There is problem in Dalmore Avenue as the grass verges have been churned up by cars parking on them. Residents are concerned by this and are looking at solutions. One suggestion is to plant trees in the grass verges to prevent parking. Many of the original trees have died due to damage by cars parking. It was noted that each new tree will have 2 stakes to protect it. Dalmore Avenue has been added to the Highways & Transportation Tree Planting Scheme. Frontagers have been requested to donate £50 towards a tree. Each suggested planting site must be suitable and away from underground services.

The response from Dalmore Avenue residents has been very positive and so far about £1000 has been collected. About 20 potential sites have been identified. Cllr Huddart has requested underground searches, but has pointed out that they may not be accurate, so digging needs to be carried out with caution.

It was agreed to hand-dig each potential site to ascertain suitability. The site will then be refilled and marked with spray paint. It was agreed to carry out the hand-digging this weekend prior to ordering any trees. Cllr Hayes will ask residents to help under the supervision of Vanessa Relleen.

**AP38 Cllr Hayes and Vanessa to action.**

*Post meeting inspection by Cllr Hayes:*

The two tree wardens and I test dug test holes on Friday in the places where trees might not have sufficient soil/space to be planted;

Encountered broken bricks, stones and pebbles, lots of clay but nothing that contra-indicated planting;

No cables encountered or ducts.

Frontagers polled by Helen provided a final tree count of 20 or so to be ordered, Helen and Vanessa to finalise quantity;

Order to be placed ASAP anticipating Surrey CC agreement;

Provisionally, supervised planting to be targeted for last week-end in February, though this work may require two weekends;

Funds to be passed to the Clerk next week along with a register of names and contributions;

I plan to write to each contributor thanking them on behalf of all of us in the PC;

I will contribute the full £71.00 for a tree; others who are not Councillors £51 per tree.

Total contributed over £1000.00

Sufficient funds to plant additional trees on land not fronting contributors' property (2 or 3 I think);

Any remaining funds will go towards stakes and ties;

No tree guards at this time;

Damage to verges by pavilion and other construction traffic is appalling.

Some home-owners are so irate they are going to put stones/boulders down as they have seen these in many other nearby locations.

**15. Matters for information only**

More information has been received about the Surrey Minerals and Waste Development Framework- Aggregate Recycling Joint DPP. Cllr Hayes will research this, and if relevant to Claygate, will advise the PC.

**16. Date of next meeting**

Next Meeting: **Thursday 8.00pm on the 12 April 2012 in the Village Hall Committee Room**

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

APPENDIX A

Environment Committee  
Finance to Feb 2012

account code	name	actual £	budget £
3101	General	50	100
3102	HGS Maint	4251	4940
3104	HGS projects	765	1500
3105	CIB	<u>2723</u>	<u>2750</u>
		7788	9290
<3103	HGS grant	3350	3130>
<b>Exp over income</b>		<b>£4,439</b>	<b>£6,160</b>

ANALYSIS OF  
CODES

<b>3101</b>	10 payments of £5 (water The Green)	<b><u>£50</u></b>
<b>3102</b>	7 payments of £418.83 3 payments of £439.58	2931.81  <u>1318.74</u> <b><u>£4,250.55</u></b>
<b>3104</b>	accrual HGS work plants watering plants plants	<711.50> 692 39.96 39 185.72 <u>519.88</u> <b><u>£765.06</u></b>
<b>3105</b>	Hanging baskets	<b><u>£2,723</u></b>