

DRAFT
ENVIRONMENT & LEISURE COMMITTEE
Minutes of the meeting at
8.00 p.m. on Thursday 6th December 2018
in the Committee Room, Claygate Village Hall

Present: **Councillors-** Bill Chilcott (Chairman), Geoff Herbert, Bernadette Pearce, Anthony Marques and Julian Way
 Parish Clerk – Shirley Round

1. Apologies for Absence: Debbie Machin

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: Co-ordinator of Neighbourhood Watch. Member of Claygate Village & Flower Show Committee.

Cllr Bernadette Pearce: Employed by Kingston College, Secretary Outreach Group, Church of the Holy Name, Esher.

Cllr Julian Way: Member of Kingston Chess Club. Supervisor at Kingston Contact Centre. Trustee of Claygate Recreation Ground Trust.

3. Minutes of the meeting on 4th October 2018

The minutes of the meeting were approved and signed by the Chairman.

4. Actioning of items from previous meetings

AP18 Contract with Paul's Garden Services signed. DONE

AP19 Foley Road triangle. BC has removed dead shrub. DONE

AP20 Fee Farm Road/Causeway triangle. DONE

AP21 Meadow Road Green. OUTSTANDING – Meadow Road residents have this in hand.

AP22 The Green. Clerk to follow up. OUTSTANDING

AP23 Hare Lane car park. Planting to be completed 8th December. DONE

AP24 Hare Lane car park. DONE

AP25 Hare Lane car park. DONE

AP26 Hare Lane car park. DONE

AP27 Hare Lane car park. Paul's Garden Services to remove ivy from magnolia and trim back pyracantha. Clerk to check work has been completed. OUTSTANDING

AP28 Hanging Baskets. Awaiting quote from EBC. OUTSTANDING

AP29 Removal from OPM nests from Meadow Road Green. DONE

AP30 Friends of the Earth speaker for Village Meeting. DONE

AP31 Article for Courier. DONE

5. To agree budget for 2019/20 and final figures for 2018/19

Draft budget 2019/20: Final figures will be agreed at the Parish Council meeting on 10th January. The amount of £6,900 refers to HGS gardening services and only covers the amount currently paid. The contract is due for renewal in November 2019 and an increase may be considered. Request an increase in the Highway Garden Sites budget to £7,100.

Final figures for 2018/19:

It had been suggested by CRGT that a grant towards the purchase of pyracantha to put on the recreation ground against the back fences of neighbours in Foley Road to deter intruders be considered by the Environment & Leisure Committee.

It was **unanimously agreed** that this should form the basis of a grant application from CRGT to be discussed at a full Council meeting. The Clerk will contact the chairman of CRGT. **AP32**

6. To discuss future projects for 2019/20

The Clerk will contact Carol Manley and Vanessa Relleen for ideas for possible projects in the next financial year. **AP33**

7. Report on Highway Garden Sites (HGSs)

The next Site Report will be undertaken prior to the Environment & Leisure meeting on 4th April 2019 by Cllr Bernadette Pearce.

i) Fee Farm Road/The Causeway planting:

It was **unanimously agreed** to go ahead with the planting suggested by Caroline Cartwright for the bed nearer Causeway at an approximate cost of £120. Clerk to contact Caroline. **AP34**

It was also **unanimously agreed** to reimburse Carol Manley for the purchase of tulip bulbs for the bed nearer Fee Farm Road. The Clerk will raise an expenses form and obtain an invoice for this purchase. **AP35**

ii) Hare Lane car park update:

The main bulk of the planting has been completed. The remainder will be done on Saturday 8th December. This will consist of final planting and spreading Strulch. BC will arrange to have consent forms (including a column giving consent for photographs) and first aid kit and hi-viz jackets available. **AP36**

8. Discuss quotations for Hanging Baskets 2019

A quotation from EBC for the provision and maintenance of the hanging baskets is outstanding. The Clerk will find out the latest date to order baskets from both EBC and the alternative supplier. **AP37**

9. Discuss and agree speakers for 2019 Village Meeting

At the Council meeting on 15th November it was suggested that someone from Surrey Waste Partnership should also be invited to speak at the meeting and that this matter be discussed at the next Environment & Leisure Committee. The Clerk will obtain details of the speaker. **AP38**

It was **proposed** by Cllr Way and **seconded** by Cllr Pearce that the Parish Council should decide on the content and nature of the Village Meeting. This was **unanimously agreed**.

Subsequently, it was **proposed** by Cllr Chilcott and **seconded** by Cllr Herbert that the following should be added: "taking account of the decision made at the November Parish Council meeting that the speaker should be a representative of Friends of the Earth". This was **unanimously agreed**.

A decision on whether the Friends of the Earth representative is the only speaker at the Village Meeting will be discussed at the next Parish Council meeting on 10th January 2019. The Clerk will place this item on the agenda. **AP39**

Post meeting note: the talk at the Claygate WI meeting was not given by the Surrey Waste Management Partnership but by one of the members of the WI who had been given a tour of the facility.

10. Reducing use of plastics

It was agreed the members of the Environment & Leisure Committee will continue to promote and encourage residents to reduce their use of plastics.

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

Cllr Chilcott reported that the litter and flytipping in Woodstock Lane was not too bad. EBC used to inspect and clear litter a regular basis, but whether this is still the case is not known. It had been suggested by a member of the H & T committee that Cllr Chilcott should be provided with a barrow to help him transport bags of rubbish collected in the area. Cllr Chilcott thanked the H & T committee but was happy with the current arrangement.

12. Discuss completion of the SCC 'Surrey's Community Recycling Centres' questionnaire.

Cllr Chilcott has responded to the questionnaire on behalf of the Parish Council. He has emailed all Councillors and recommended they complete individual questionnaires.

13. Courier/Website

Copy dates for the next edition of Courier will be circulated by the Communications working party.

14. Matters for information only

- i. The Clerk reported an EBC annual Highways Garden Site grant of £3,942.15 has been received for 2019/20.
- ii. The Councillors agreed to start the next E & L meeting half an hour earlier at 7.30pm. The Clerk will arrange to change the time of the next meeting on the website. **AP40**

15. Date of next meeting

Next Meeting: Thursday 7th February 2018 at 7.30pm in the Committee Room

Meeting closed at 9.20pm

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