

These are draft Minutes and are subject to approval at the next meeting



ENVIRONMENT COMMITTEE

Minutes of the meeting at
8.00 p.m. on Thursday 11th June 2015
in the Village Hall Committee Room

Present: *Councillors*- Bill Chilcott, Geoff Herbert, Mark Sugden (*ex-officio*), Julian Way (Minutes)
Co-opted Members- Carol Manley, Vanessa Relleen

In attendance: Cllrs Gary State and Ken Huddart

1. Election of Chairman

Cllr Bill Chilcott was proposed as Chairman by Cllr Geoff Herbert and seconded by Cllr Mark Sugden. This was unanimously agreed.

2. Apologies for Absence

Shirley Round
This was accepted.

3. Declarations of Interests

Cllr Sugden declared that he is a Trustee of CRGT and a committee member of CVA.
Vanessa Relleen declared she is a member of CRGT and Claygate in Bloom

4. Election of Vice Chairman

Cllr Geoff Herbert was proposed as Vice Chairman by Cllr Chilcott and seconded by Cllr Mark Sugden. This was unanimously agreed.

5. Constitution of the Committee

Vanessa Relleen and Carol Manley agreed to remain as co-opted members of the Environment Committee. There is some doubt as to whether Helen Belgrano Operto wishes to remain on the Environment Committee.

AP1. Cllr Chilcott will seek clarification

6. Remit

Cllr Sugden reported that the Remit for the Environment Committee was last reviewed in June 2014. It was agreed the Remit will be reviewed at the next meeting.

7. Risk Assessments

Cllr Sugden reported that the Risk Assessments for the Environment Committee were last reviewed in June 2014. It was agreed this will be reviewed at the next meeting.

8. Minutes of the last meeting.

The minutes of the 9th April 2015 were approved and signed by the Chairman following the change of 'abut' to 'about' (bottom of page 2).

9. Actioning of items from previous minutes

AP41: Rubbish on Crown Estate. No result. Cllr Chilcott will write again and seek permission to remove items.

AP2 Cllr Chilcott

AP42: Rubbish in Roundway/Telegraph Lane and Applegarth alleyway. Cllr Herbert reported the problem has been solved.

AP 43, 44 and 45. No apparent action has been reported.

AP3 Cllr Chilcott to make enquiries

AP46 This has been done. Vanessa Relleen requires reimbursement for plants purchased.

AP4 Cllr Sugden will action (once new signatories have been appointed)

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AP47 Completed. Vanessa Relleen to be reimbursed (as above)

AP48, 52, 49, 50 Clean up day was reported as a success

AP5 Cllr Chilcott will find out if check-list (AP48) was written, for future use.

AP51 Rubbish by Hare Lane railway bridge. Not discussed.

Post meeting note: Cllr Chilcott will check whether Kate Hallett has reported this to SW Trains

AP53 Done

10. Litter, Graffiti & Fly-tipping

This has been reported as a problem by several people. Cllr Huddart wondered if litter clearing could be delegated to Paul's Gardening Services.

AP6 Cllr Herbert will raise the Claygate Litter issue at the Surrey Police Summit on the 17th June

11. Highway Garden Sites

It was suggested that the sites be allocated to at least a pair of individuals. Cllr Sugden suggested that when necessary Parish Councillors who are not part of the Environment Committee may be requested to assist in these duties. For allocation of duties see Appendix. It was reported that The Green has a problem with Rosemary Beetle.

AP7 Carol Manley and Cllr Way to review Fee Farm Road HGS as it may infringe view for motorists.

AP8 Vanessa Relleen to investigate problem with Rosemary Beetle and authorised to send up to £100 to solve the problem.

AP9 Cllr Chilcott to receive quote for Highway Garden Sites.

12. Hanging Baskets

EBC has actioned these. Vanessa Relleen has the details.

Post meeting note: according to the minutes of the meeting on 5th February the cost to be charged for 2015/16 will be £2,309.30 + 20% VAT.

AP10 Vanessa Relleen please report details at the next meeting.

13. Meadow Road Island

This needs monitoring.

AP11 Cllr Chilcott to liaise with ex Cllr O'Brien to monitor developments.

14. Claygate Volunteer Groups

a. Green Team

Nothing to report.

b. Claygate in Bloom

The Plant Sale on the 9th May raised money for plants in the Parade.

The committee thanked Vanessa Relleen for her efforts.

15. Village Greens

Cllr Sugden reported that Meadow Road island is already a registered Village Green, and described developments in registering The Green and Derwent Close.

AP12 Cllr Sugden to brief Cllr Chilcott

16. Courier/Website

Greater involvement is needed from the Claygate Community to tackle the litter problem and help generally with matters relating to the environment.

AP13 Cllr Chilcott to approach Courier Editor about articles on Litter and Volunteering

17. Matters for information only

17.1 Flower Show: Cllr Sugden alerted the committee to the event on the 11th July. Claygate Parish Council needs to man a stand from 12.30 to 5pm.

AP14 All Councillors

18. Date of next meeting

Next Meeting: **Thursday 8.00pm on the 6th August 2015 in the Committee Room**

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