

**DRAFT**  
**ENVIRONMENT & LEISURE COMMITTEE**  
**Minutes of the Extraordinary Meeting at**  
**8.00 p.m. on Tuesday 27<sup>th</sup> February 2018**  
**in the Committee Room, Claygate Village Hall**

**Present:** Councillors- Bill Chilcott (Chairman), Geoff Herbert and John Bamford  
Parish Clerk – Shirley Round

**1. Apologies for Absence:** Cllr Julian Way

**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.

**Cllr Geoff Herbert:** Co-ordinator of Neighbourhood Watch. Member of Claygate Village & Flower Show Committee.

**Cllr John Bamford:** Chairman of Friends of Capelfield Surgery, Trustee of Friends of Claygate Day Centre, Trustee of CVHA, Bookkeeper at Holy Name Church, Esher

**3. Hanging Baskets 2018/19**

The committee discussed the alternatives of having no hanging baskets, reducing the number or having the same number as this year. Although the baskets had been a disaster this year it was agreed it would be a great pity not to have them, and especially as additional brackets had been fixed and paid for. It was, therefore, agreed to order the same number of baskets and troughs as last year. The Clerk will contact Philip Robinson (EBC) and confirm the order ie 30 baskets and 7 troughs. **AP61**

It was considered the containers were ugly plastic but they contain a reservoir of water to save on watering and are purchased in bulk by the supplier. The Clerk will mention this to Philip Robinson. **AP62**

**4. Detailed arrangements for Clean-Up Day**

Banners: The size and wording was agreed. Clerk will order 4 banners and arrange to fix 2 weeks before Clean-Up Day. To be charged to Communications budget 2018/19

Location: Village Hall, CRGT fence Church Road, Hare Lane car park (Champions), Grosvenor Billingshurst (corner of the Parade & Hare Lane). This list may be amended if these sites are not available.

Contact: Claygate School, Youth Club, Website, Social Media

First Aider (try Capelfield Surgery, HTC)

Insurance and Risk Assessment

Clerk will deal with the above **AP63**

**5. Committee Membership**

Caroline Cartwright (Chairman of CVA) attended the last meeting of Environment & Leisure meeting. It is proposed she is asked to become a co-opted member of the committee. Alternatively that she be asked to suggest an alternative. Cllr Chilcott will contact her. **AP64**

Concern was expressed at the lack of gardening volunteers. In the future it was suggested that E & L committee contact the Claygate Gardening Society and this will be discussed at the next meeting.

**6. Motion to exclude press and public**

Proposed: Cllr Geoff Herbert

Seconded: Cllr John Bamford

Unanimously agreed.

**7. Discuss and agree quotations for tree work required on Meadow Road Green.**

3 of 6 requests for quotations were received. The closing date had been extended to allow more companies to quote. Recommendations from Nature England has meant the work cannot be undertaken between March and late August. Early September is recommended.

Three quotations received (excluding VAT):

Company A: £750

Company B: £450

Company C: £630

One of the quotations only included an inspection of the willow and no costs associated with any work on it.

It was unanimously agreed to accept the quotation from Company A. The work will be undertaken in 2018/19 and paid for from the Environ & Leisure General budget 2018/19

The Clerk will contact the company and confirm our acceptance and proposed start date. Also contact Barry Daborn (Meadow Road residents) **AP65**

**8. Date of next meeting**

**Environment & Leisure Meeting: Thursday 12<sup>th</sup> April 2018, 8pm. Committee Room**

Meeting closed at 9.10pm

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