

Englefield Green Committee

Tuesday 29 October 7.30pm

at

**at the Jurgen Centre
Harvest Road
Englefield Green**

Members of the Committee

Councillors N King (Chairman), M Kusneraitis (Vice-Chairman), M Heath, N Prescott and J Sohi

Residents' Representatives: Mr A E Panter and Mr N Bromilow

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the Committee, if they are not a member of this Committee.

AGENDA

Notes:

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mrs C Holehouse, Democratic Services, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone KT15 2AH (Tel: Direct Line: 01932 425628). (Email: carol.holehouse@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on www.runnymede.gov.uk.

4) **Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings**

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Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media, audio-recording, photography and filming in the Committee meeting.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection.

a) Exempt Information

8. OPTIONS TO REGULARISE THE VARIOUS ACTIVITIES AND STRUCTURES ON THE GREEN

b) Confidential Information

(No reports to be considered under this heading)

1. MINUTES

To confirm and sign, as a correct record, the Minutes of the Meeting of the Committee held on 26 June 2019 (**Appendix 'A'**)

Runnymede Borough CouncilENGLEFIELD GREEN COMMITTEE26 June 2019 at 7.30 pm

Members of the Committee present: Councillors M Heath, M Kusneraitis and J Sohi

Residents' Representatives: Mr N Bromilow

Members of the Committee absent: Councillors N King, N Prescott and Mr A Panter

91. ELECTION OF CHAIRMAN

RESOLVED that -

Councillor N King be elected Chairman for the Municipal Year 2019/20.

92. ELECTION OF VICE-CHAIRMAN

RESOLVED that -

Councillor M Kusneraitis be elected Vice-Chairman for the Municipal Year 2019/20.

Following the elections it was agreed that Councillor M Heath would chair this meeting.

93. MINUTES

The Minutes of the meeting of the Committee held on 26 February 2019 were confirmed and signed as a correct record.

94. APOLOGIES FOR ABSENCE

Apologies were received from Councillors N King, N Prescott and Mr A Panter

95. MANAGEMENT AND MAINTENANCE OF THE GREEN

The Committee was updated on management and maintenance issues relating to the Green.

Maintenance of the grass surface

At the last meeting, the Committee discussed the condition of the grass surface and asked Officers to provide two costed proposals. The first being a programme of work to improve the condition of the grass in the shorter term and the second a longer term programme of work to maintain that standard. The Committee was advised that prior to specifying any

treatment it was necessary to establish what was causing the poor grass cover across certain areas of the Green. It had already been established that the ground was compacted in places which prevented proper drainage and restricted grass vitality. This was already being tackled by annual vertidrainage which would break up the compaction over time. The availability of nutrients in the soil and acidity levels also impacted on grass growth and, as these were unknown, tests were undertaken. The tests established that the ground was both deficient in the number of nutrients and was more acid than was ideal.

The Committee was advised that therefore the proposal for the initial, short term treatment was focussed on applying a lime based product, to reduce the acidity, and then fertilising to bring the nutrient levels up.

Longer term, the proposal was to repeat the soil test in the late Summer to establish whether the acidity had been sufficiently reduced and whether further fertilisation was necessary. If necessary, the treatments could be repeated. In the Autumn the Green could be re-seeded to fill in any bare patches. The reason for delaying this until the Autumn was that the young grass was unlikely to survive any hot dry spells during the Summer. The established annual programme of vertidrainage and scarification would continue for the time being. It was noted that none of the proposals affected the Cricket Square.

The Committee received approximate costs for the suggested treatments and discussed various options regarding the ongoing maintenance. It was agreed that the best approach was for Committee Members and Officers to meet on the Green with a view to drawing up a Green Maintenance Plan. With regards to re-sowing the grass whilst Members were generally supportive of this, as this would be undertaken in the Autumn, the decision should be made after the site visit.

Mr Bromilow highlighted the unique character and setting of the Green and in view of this he considered that it deserved more than periodic, sport-pitch maintenance with mechanical processes, it needed some specific, far more focussed attention to treat the whole Green.

RESOLVED that –

- i) Officers meet the Committee on the Green with a view to drawing up a Green Maintenance Plan; and**
- ii) Officers be given authorisation to re-sow the Green later in the year after a site visit and approval from Chair and Vice Chair following consultation with all Members of the Committee**

Site Security

At the last meeting it was agreed that consideration should be given to widening the ditch adjacent to the part of St.Judes's Road and creating a small bund alongside to make work had now been completed. It was reported that two wooden posts would be installed adjacent to the wooden bridge by the layby. There was, however, concern raised regarding whether the wooden posts in situ were tall/strong enough. The possibility of obtaining taller composite posts with internal steel strips was discussed. Mr Bromilow would look at possible sources and advise Officers accordingly.

Woodland Management Plan

The Committee was asked to approve adoption of the Woodland Management Plan. Members of the Committee had received a number of updates on the production of the Management Plan and, in particular the suite of ecological surveys which was used to establish the baseline data for the draft plan. The Crown Estates Chief Forester had also been involved and had walked the woodland with Officers and commented positively on the content of the draft plan. The draft plan was very positively received by the Committee and they fully supported its implementation.

RESOLVED that –

- i) The Woodland Management should be adopted; and**
- ii) Officers commission work to the woodland as prescribed in the Woodland Plan**

Cricket Club Improvements

The Committee was advised that the Cricket Club had been unable to provide costed proposals for improvements and repairs that the Committee might want to consider supporting. Members of the Committee considered it would be beneficial for a Member of the Cricket Club to attend the next meeting of the Committee to discuss the Cricket Clubs repair needs and aspirations.

CCTV cameras

The Committee was advised that Officers had been liaising with colleagues in Safer Runnymede and Community Development regarding the possible installation of a CCTV camera on the Green. Decisions on whether or not the Council should deploy CCTV cameras in a particular locality were based on the levels of recorded anti-social behaviour and/or crime. Members were advised that reported incidents of crime and ASB in the locality of the Green were low. Officers reported that they had met with the Council's Community Safety Manager on site and various options were discussed for installation of CCTV. However, due to various issues, no feasible structures for installation of CCTV could be identified.

The Committee therefore agreed that any further discussion or/and decision should be considered at a future meeting following the site visit.

It was noted that parking problems remained an issue and whilst CCTV could not be used for parking enforcement it would aid reporting. It was agreed that the Chairman along with Officers should write to Surrey County as soon as possible regarding parking around the Green.

RESOLVED that –

- i) Discussion/decision on CCTV to be addressed at a future meeting following site visit; and**
- ii) Chairman/Officers to write to Surrey County Council as soon as possible to ask for parking restrictions around the Green**

**to be reviewed as part of the Surrey Highways Borough
review**

96. OPTIONS TO REGULARISE THE VARIOUS ACTIVITIES AND STRUCTURES ON
THE GREEN

The Committee was advised that due to a delay in receiving advice from Counsel and several members of the Committee sending apologies for this meeting. The Chairman had decided that this item should be deferred until the next meeting of the Committee on 29 October 2019. However, a special meeting in September would be considered if deemed necessary.

(The meeting ended at 8.24 pm)

Chairman

2. APOLOGIES FOR ABSENCE
3. DECLARATIONS OF INTEREST

If Members have an interest in an item, please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Democratic Services Officer at the start of the meeting. A supply of the form will also be available from the Democratic Services Officer at meetings.

Members are reminded that a non pecuniary interest includes their appointment by the Council as the Council's representative to an outside body and that this should be declared as should their membership of an outside body in their private capacity as a director, trustee, committee member or in another position of influence thereon.

Members who have previously declared interests, which are recorded in the Minutes to be considered at this meeting, need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have interest becomes the subject of debate, in which event the Member must leave the room if the interest is a disclosable pecuniary interest or if the interest could reasonably be regarded as so significant to prejudice the Member's judgement of the public interest.

4. **MANAGEMENT AND MAINTENANCE OF THE GREEN – (COMMUNITY DEVELOPMENT – Peter Winfield)**

Synopsis of Report:

To update the Committee on management and maintenance issues relating to the Green

Recommendations:

- i) Members approve the actions set out in the report to improve the condition of the grass across the whole of the Green;**
- ii) Members consider options for additional security measures around the Green and instruct Officers accordingly; and**
- iii) Members consider whether they wish to support the works to the cricket pavilion put forward by the Cricket Club and instruct Officers accordingly**

Maintenance of the grass surface

At the last meeting it was agreed that Officers would meet with Committee members on the Green with a view to drawing up a grass maintenance plan. This meeting took place on 2 August and it was agreed that:

Weeds

1. Officers would arrange for a specialist contractor to cost up spot treating the individual weeds (and groups of weeds) across the main green with a suitable selective herbicide.

2. The same contractor would be asked to price up to apply a similar herbicide to all the outlying areas – grass triangles at Middle Hill, Northcroft Road, around the club house, ditches etc.
3. When the prices were available Officers would share them with the Committee before proceeding with the treatments.

Grass Quality

4. In the late summer/early autumn a lime based product would be applied across the main green, to address the pH imbalance, and a fertiliser treatment would follow.
5. The whole green would then be seeded using a contravator (or similar) which planted the seed into the soil

Ongoing maintenance

6. Officers would investigate having an individual dedicated Officer who would visit the Green on a regular, but infrequent basis, to repair damaged areas (burnt areas etc), remove weeds and fill holes etc.

Officers would provide a verbal update on the methods proposed to implement the work above and the associated costs at the meeting and would be seeking the Committee's support for these proposals.

(To resolve)

Background papers

None stated

Site Security

As agreed at the last meeting two additional wooden posts were installed adjacent to the wooden bridge by the layby behind the Green to make vehicle access onto the Green at this location more difficult.

There had been two further traveller encampments on the Green since the last meeting, one in August and one in September. In August the travellers gained access to the grass area close to the play area by removing a number of wooden posts from the roadside. In September access was gained onto the main green by forcing open the new vehicle barrier that had recently been installed. Members of the Committee and Officers have been investigating how the security of the Green might further be enhanced. In particular, Mr Bromilow had been looking at the availability of composite bollards with internal steel rods which might replace the existing timber posts and has suggested a new locking mechanism that could potentially be retrofitted to the barrier to make it more secure. Officers are in discussion with the relevant suppliers as to how this mechanism might be fitted and a verbal update will be given at the meeting. Members will be asked to consider the various options and instruct Officers accordingly.

(To resolve)

Background papers

None stated

Cricket Club Improvements

Mr A Grieg from the Englefield Green Cricket Club is expected to attend the meeting to present the proposals for works that the club wish to undertake and which the Committee may wish to support. The clubs proposals are set out in their report at '**Appendix B**'. Members are asked to consider the proposed works and indicate which, if any, they wish to support

(To resolve)

Background papers

None stated

Cricket pavilion repairs and improvements

Synopsis of report:

The essential repairs for and potential improvements to the cricket pavilion on Englefield Green.

1. Englefield Green Cricket Club uses the pavilion and cricket square under a 10 year licence signed in 2014. Since then the club has redecorated inside (twice) and out, refurbished the kitchen and fitted a fridge freezer, a dishwasher and water heater, refurbished the bar and fitted fridges and a glass washer, replaced the cellar cooling system and conducted essential repairs to the roof and shed. Finally, last year the old roller was replaced with a newer more efficient model.

Repairs

2. There are a number of essential maintenance jobs that need doing over the next couple of years. Externally the drains need to be cleaned and covers put over them, the guttering and downpipes need to be checked and where necessary replaced – some have already been replaced when repairs were made following vandalism - and the outside needs to be repainted.
3. Internally the lights in the main bar area need to be replaced and the toilets need new water heaters and hand driers.
4. An estimate of the cost of these works is attached. Costs of redecoration aren't included because club members normally undertake this work.

Improvements

5. The club has had a number of discussions about the wider use of the pavilion. The current committee is keen that the pavilion is seen as an asset to the village and used accordingly. However, to achieve this the internal space needs to be reconfigured and the facilities need to be upgraded – particularly to achieve disabled access. There are two proposals currently being considered. The first involves improving and re-configuring the changing room end of the building and has been costed at around £50,000.
6. The second is more ambitious and would involve swapping the lounge area and the changing room are around and putting window in the corner of the building facing the square. It has also been suggested that as part of the same work a sloping roof might be added to the public conveniences so making them at least look as if they are part of the same building. This work has not been costed, and would clearly need planning permission.

Annex A

Estimate of costs* of essential repairs to the cricket pavilion

Drains

Cleaning – 3 drains @ £100 each	£300
New covers – 3 @£30 each	£90

Guttering and downpipes

Guttering – maximum of 32 meters	£1055
Downpipes – 4x 3.5 meters	£420

Internal

Lights – 2	£237
Hand driers – 2	£158
Small water heaters - 2	£180

Total	£2440
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*These are estimates, not quotes. All costs include VAT and labour.

Parking

In July the Chairman wrote to the Parking Strategy & Implementation Team at Surrey County Council (SCC) requesting that they review parking restrictions around the Green again in conjunction with the Committee, to address identified parking issues. In response, it has been confirmed by SCC that a proposal will be presented to the Runnymede Joint Committee in November which will include:

- Double yellow lines on the north side of the junction at St Judes Road and Barley Mow Road to stop cars parking so close to the junction (south east corner of the green).
- Double yellow lines on the east side of 'the triangle' (where 'The Green' street name plate stands).
- A time limited waiting bay to be installed alongside the Green (opposite the Barley Mow pub). The restriction proposed will be Monday to Saturday 8am – 6pm 2 hours, no return 2 hours. This will allow for a turn over of vehicles during the day, but give visitors enough time to enjoy the amenity or visit the Barley Mow for lunch.

All double yellow lines proposed to be 50mm width and primrose in colour.

Concerns have been expressed about the number of building contractors vehicles being parked around the Green, so Officers have approached Royalton to ask that they discourage their contractors from parking there.

(For information)

Background papers

None

Drainage ditches

At the site meeting in August concern was expressed about the condition of the ditches and whether the culverts (pipes) needed cleaning out to ensure they operate effectively. This was raised with the Council's drainage team and they have subsequently cleared out the accessible culverts and are checking the condition of the longer culvert, opposite the pub, and will clean out if needed. They are also investigating the condition of the ditches and culverts in Barley Mow Road into which the ditches on the Green flow.

(For information)

Background papers

None stated

5. **FUNDING – (FINANCE – Paul French)**

Synopsis of Report:

The Committee is asked to consider options for the best use of funding available to this Committee

Recommendations:

The Committee consider options for the best use of funding available to this Committee

The Englefield Green maintenance reserve was set up in 2015/16 to offset ongoing maintenance works to the village green utilising the receipt generated by the surrender of part of the long lease.

The £275,000 received was placed in an earmarked reserve and interest is added each year at a rate equivalent to the average interest rate earned on all the Council's investments, thereby benefitting from better rates than would be found from investing in a general business bank account. Investment income added to the account last year was £2,550.

As at 31 March 2019 the amount held in this reserve was £270,000.

Members have several options in how to utilise this money:

- The money could be used for one off projects until the reserve is depleted
- The money could be used to offset the existing costs of maintaining the green (thereby reducing the overall call on Council wide balances) until the reserve is depleted
- Do not spend the money and the investment income earned from the fund could go to partially offset the existing running costs in perpetuity.

(To resolve)

Background papers

None stated

6. **EVENTS ON THE GREEN – (COMMUNITY DEVELOPMENT – Peter Winfield)**

Synopsis of Report:

To update the Committee on events held on the Green since the last meeting

Recommendations:

None – for information only

Carters Steam Fair

Carters used the Green again this year. Arriving on Tuesday 24 September, they were operational over the weekend of 28 and 29, and departed on 1 October. Poor weather resulted in inevitable damage to the surface of the Green. This was minimised by the use of temporary trackway boards being laid by Carters for the arrival and departure of heavy vehicles. Carters carried out some basic repairs before they left the site but further repairs were required once the ground had dried out. The cost of these will be covered by the grounds bond held by the Council.

(For information)

Background papers

None stated

7. **EXCLUSION OF PRESS AND PUBLIC**

OFFICERS' RECOMMENDATION that –

the press and public be excluded from the meeting during discussion of the following report under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in paragraph 5 of Part I of Schedule 12A of the Act.

(To resolve)

PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection

a) Exempt Information

8. OPTIONS TO REGULARISE THE VARIOUS ACTIVITIES AND STRUCTURES ON THE GREEN

b) Confidential Information

(No reports to be considered under this heading)