

Englefield Green Committee

Wednesday 26 February 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**

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

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

	<u>PAGE</u>
1. MINUTES	4
2. APOLOGIES FOR ABSENCE	10
3. DECLARATIONS OF INTEREST	10
4. MANAGEMENT AND MAINTENANCE OF THE GREEN	10
5. EVENTS ON THE GREEN	12
6. EXCLUSION OF PRESS AND PUBLIC	17

PART II

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

a) Exempt Information

7. OPTIONS TO REGULARISE THE VARIOUS ACTIVITIES AND STRUCTURES ON THE GREEN	18
---	----

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 29 October 2019 (**Appendix 'A'**)

Runnymede Borough CouncilENGLEFIELD GREEN COMMITTEE29 October 2019 at 7.30 pm

Members of the Committee present: Councillors N King (Chairman) M Kusneraitis (Vice-Chairman)
M Heath, N Prescott and J Sohi

Residents' Representatives: Mr N Bromilow

Members of the Committee absent: Mr A Panter (Residents Representative)

291. MINUTES

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

292. APOLOGIES FOR ABSENCE

Apologies were received Mr A Panter

293. MANAGEMENT AND MAINTENANCE OF THE GREEN

The Committee was updated on management and maintenance of the Green.

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 where 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 further 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 provided the Committee with detailed costings for the proposed works to improve the quality of the Green. Officers had been advised that spot treating weeds was both labour intensive and expensive. Therefore it was proposed that the whole green was sprayed with a suitable weed killer. Members were supportive of this approach but stressed any weed killer must be as eco-friendly as possible. Additionally, it was proposed that a lime based product would be applied across the main green, to address the pH imbalance, and a fertiliser treatment would follow. The whole green would then be scarified and seeded, using a contravator (or similar), which planted the seed into the soil. In order to minimise the overall costs, there would be no vertidrainage this year. Members were fully supportive of this approach and were happy to support the proposed works.

RESOLVED that –

The total cost of £8,598.50 be approved to improve the condition of the Green

Site Security

Officers advised the Committee that as agreed at the last meeting two additional posts had been installed adjacent to the wooden bridge by the layby behind the Green to make vehicle access to 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. Members of the Committee and Officers had been investigating how the security of the Green might further be enhanced and bollards had been looked at as a possible option.

Members viewed samples of composite. Composite bollards would be rot resistant, were available in brown and would blend into the area. Additionally a steel pole went through the centre of the bollards for added security. There were various options available in terms of type, dimensions, and currently installation costs were unknown. The Committee considered the installation of composite posts as a good alternative to the existing wooden posts and asked Officers to put together a plan for the proposed dimensions of the posts, costings and circulate to all Members.

RESOLVED that –

Officers to make a proposal further to options considered which would then be distributed to all Members of the Committee with delegated authority being given Officers in consultation with the Chairman

Cricket Club Improvements

Mr A Greig from the Englefield Green Cricket Club presented to the Committee the proposals for works that the club wished to undertake and which the Committee may wish to support.

The Cricket pavilion was in need of both essential repairs and further potential improvements. In order to obtain grants towards potential improvements it was acknowledged that the current lease expiring in 2024 would need to be extended.

The Committee was happy to support the club by giving a sum of £2,440 from Section 106 monies to cover the essential repairs needed at this time. Furthermore, they furnished Mr Grieg with possible funding avenues for the potential improvements when extension of the lease had taken place.

RESOLVED that –

The sum of £2,440 from Section 106 monies be given to the Englefield Green Cricket Club to enable essential repairs to the Cricket Pavilion to be carried out

Parking

The Committee was advised that in July the Chairman wrote to the Parking Strategy & Implementation Team at Surrey County Council (SCC) requesting that they review the parking restrictions around the Green again in conjunction with the Committee, to address identified parking issues. In response, it had been confirmed by SCC that a proposal would be presented to the Runnymede Joint Committee on 25 November at 7pm at The Village Centre, 68 Victoria Street, Englefield Green, all were welcome to attend.

The proposals would include:

- Double yellow lines on the north side of the junction at St Jude's 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 would be Monday to Saturday 8am-6pm 2 hours, no return 2 hours. This would allow for a turnover 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 would be 50mm wide and primrose in colour.

With regard to the concerns expressed about the number of building contractors vehicles being parked around the Green, Officers had approached Royalton during the summer to ask them to discourage their contractors from parking there. It was, however, reported that there were still issues relating to the number of building contractors parked around the Green.

Members of the Committee were encouraged to report any illegal parking to the Council's Parking Services team so Enforcement Officers could attend.



Drainage ditches

Officers advised Members that at the site meeting in August concerns were expressed about the condition of the ditches and whether the culverts (pipes) needed cleaning out to ensure they operated effectively. Officers had subsequently raised this with the Council's drainage team and they have cleared out the accessible culverts and are checking the condition of the longer culvert, which will be cleaned out if needed. Additionally, they are investigating the condition of the ditches and culverts in Barley Mow Road into which the ditches on the Green flow.

294. FUNDING

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.

Currently the balance was £260,922.86. Officers were asked to contact Finance Officers at the Council to ascertain the details pertaining to the figure remaining.

The Committee was asked to consider several options on how to utilise the money:

1. The money could be used for one off projects until the reserve was depleted
2. 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 was depleted
3. The money not be spent and the investment income earned from the fund could go to partially offset the existing running costs in perpetuity.

Members agreed that Option 2 was the preferred choice. It was noted that monies should be used for additional items only

RESOLVED that –

The earmarked reserve available to the Committee be used for additional works on the Green to offset the existing costs of maintaining the green (thereby reducing the overall call on Council wide balances) until it was depleted.

295. EVENTS ON THE GREEN

The Committee was advised that Carters Steam Fair had used the Green again this year. They had arrived on Tuesday 24 September and were operational over the weekend of 28 and 29, and departed on 1 October. Poor weather had resulted in inevitable damage to the surface of the Green. This had been minimised by the use of temporary trackway boards being laid by Carters for the arrival and departure of heavy vehicles. Carters had

carried out some basic repairs before they left the site but further repairs were required once the ground had dried out. There were some dips which would require top soil; this would be undertaken prior to the seeding works. Any cost was covered by the grounds bond held by the Council.

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

By resolution of the Committee, the press and public were excluded from the meeting during the consideration of the following matter under Section 100A (4) of the Local Government Act 1972 on the grounds that the matter in question would be likely to involve disclosure of exempt information of the description specified in paragraph 5 of Part 1 of Schedule 12A of the Act.

The Committee gave further consideration to the options to regularise the various activities and structures on the Green taking into account further information and advice from Counsel.

Members of the Committee approved the redrafted document from Counsel. Officers would commence consulting with the Crown Estate on the approved draft code of Management. In addition, Officers would obtain likely legal costs from the Council's solicitors.

RESOLVED that –

- i) The draft code of Management be approved; and**
- ii) Officers consult with the Crown Estate on the approved draft code of Management; and**
- iii) Officers ascertain anticipated legal costs from the Council's solicitors**

(The meeting ended at 9.07 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 and to seek Members views on whether the installation of kerb stones in certain locations around the Green would be an appropriate measure to prevent vehicle damage to grass verges. Additionally, to consider whether traffic calming measures are required at St Jude's Road adjacent to the Green.

Recommendations:

- i) The Committee consider whether the installation of kerb stones would be an appropriate measure to prevent damage to grass verges around the Green and to instruct Officers accordingly; and**
- ii) The Committee instruct Officers as to whether the County Council should be asked to assess the need for traffic calming in St Jude's Road, adjacent to the Green**

Maintenance of the grass surface

At the last meeting the Committee approved a series of maintenance operations that would improve the grass surface of the Green and outlying areas. These works included the application of a selective weed killer and fertiliser across the Green, which was carried out in November. However, a subsequent period of very wet weather affected the efficacy of the weed killer and it had very limited impact. The contractor used for this

work does guarantee its efficacy and will repeat the treatment in May, when weather conditions are much improved, at no additional cost.

The other agreed works, which included addressing the pH imbalance and scarifying and re-seeding the main part of the Green, are being scheduled with the relevant contractor for the Spring and a verbal update will be provided at the meeting.

(For information)

Background papers

None

Site security

Replacement posts

An email describing the composite plastic and steel core posts recommended for use around the Green and the costs and budget implications of installing these was circulated to Members of the Committee in early February for comment. At the last meeting authority to proceed with the replacement of existing wooden posts with these more secure posts had been delegated to Officers in consultation with the Chairman. An update on responses to this email and a decision on whether to proceed with the installation of these posts will be provided at the meeting.

(For information)

Background papers

None stated

Field gate

After further discussions between Officers, the gate manufacturer and the supplier of an enhanced locking mechanism it has been agreed to fit an enhanced locking mechanism to the gate. This work is due to be completed by mid-February.

(For information)

Background papers

None

Verges around the Green

Members of the Committee have requested that consideration be given to whether kerbstones should be installed to prevent damage to grass verges in certain areas around the Green. Images of damaged verges will be tabled at the meeting, together with estimated costs.

(To resolve)

Background papers

None stated

Speed limit on St. Jude's Road

Members of the Committee have requested that consideration be given to whether the speed limit on St. Jude's Road, alongside the Green, should be reduced and other traffic calming introduced to improve safety on this stretch of road. Requests for such traffic calming measures, would be subject to an assessment and decision by Surrey County Council, as Highway Authority. Therefore, if Members are minded to support such a proposal, an initial approach would need to be made to the County Council.

(To resolve)

Background papers

None stated

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

Synopsis of Report:

To ask the Committee to consider a number of events proposed to take place on the Green in 2020

Recommendations:

- i) The Committee approve the use of Englefield Green by Carters Steam Fair and the Englefield Green Residents Association as set out in this report; and**
- ii) The Committee consider an application to hold a classic car show on the Green and instruct Officers accordingly; and**
- iii) The Committee approve the use of the Green by Bishopsgate School on two afternoons a week between April and July as set out in the report**

Carters Steam Fair

Carters Steam Fair have made an application to use the Green this year in September. They propose to come onto the Green on Tuesday 22 September, operate the fair on the following Saturday, between 12pm and 11pm, and Sunday, between 12pm and 9pm, then depart on Tuesday 29 September. These dates have been provisionally approved by Officers, subject to the approval of this Committee, and Officers recommend that the Committee approve this application.

Village Fair

The Englefield Green Village Residents Association have submitted an application for use of the Green on Saturday 20 June for the annual village fair. This has been provisionally approved by Officers, subject to the approval of this Committee, and Officers recommend that the Committee approve this application.

Classic Car Show

The Council has received an event application from a local resident who wishes to organise a classic car show on the Green in August. A copy of the application is at **(Appendix 'B')** for information. Members are asked to consider this application and instruct Officers accordingly.

From: WebTeam
Sent: 05 December 2019 15:33
To: Events
Subject: Event application - form submitted

Form Submission

Holding events in our parks - application form

Contact details	
Name of event organiser	[REDACTED] Personal data omitted
Name of organisation	Doig Classics
Building name/number	[REDACTED] Personal data omitted
Street	Englefield Green
Town	Egham
Post Code	[REDACTED] Personal data omitted
Email address	[REDACTED] Personal data omitted
Phone number (for application queries)	[REDACTED] Personal data omitted
Phone number (on day of event)	[REDACTED] Personal data omitted
Contact name and number to be given to the public	[REDACTED] Personal data omitted
About the event	
Event name	Runnymede Classic Car Show
Proposed venue	Village Green Englefield Green Egham
Event date	16/08/2020
Event time	11am-12midday
Set up time	9am
Take down time	5pm
How many people are you expecting to attend?	hoping to get at least 80 classic vehicles & will have stalls too
Event details	
Please provide as much information as possible about the event.	
Please give details of each stall such as type and size, and upload any ADIPS certificates.	
Stalls	have not got any stalls booked yet but they will be 4m by 4m & would looking at all types of stalls & will look at getting cricket club to do beer tent & the scouts to do a food stall like they do for the village fair & make sure that all stalls have PL insurance

Stalls ADIPS certificate	
Please give details of all the activities and equipment you intend to use.	
Activities	have not gone into the activities side of planing yet but looking to have ring activities with a pa system alot like village fair but just looking into the venue side before i do too much planing but meanly it will be a classic car show with stalls
Please list any rides and upload the ADIPS certificate for each ride.	
Rides	no rides at tall
Rides ADIPS certificate	
Please provide details of the type of music (live/recorded), how the music will be transmitted and the times the music will be played.	
Music	it will old style like Elvis as it will the anniversary of his death & other 50's 60's 70's hopefully by a friend of mine who won stars in your eyes
Please give details of how many vehicles will need access to the land, and the size of each vehicle.	
Vehicles	hoping at least 80 classic cars/vans & stall holders cars/vans & at least 1 classic bus it they can make it
Please give details of any animals that will be at the event, how many, how they will be contained and any special requirements.	
Animals	no animals as part of the show
If you will be using generators, please state how many and the type.	
Generators	some stalls may have generators but will not know what & how many till stalls book in
If you will be using toilets, please state how many and the type of toilets you will be having.	
Toilets	i will be looking into the toilets of a trailer type
If you will be using inflatables, please give details. You will need to check their PIPA registration.	
Inflatables	no
Do you require us to take any action prior to the event, e.g. cut grass, hay etc?	
Preparation	yes grass cutting if it needs it (but the village green is usually kept cut)
Please attach a copy of your public liability insurance.	
Public liability insurance	
Staff use only	
Authorised?	
Deposit required?	
Amount of deposit	
Fee required?	
Amount of fee	
Other permission required?	

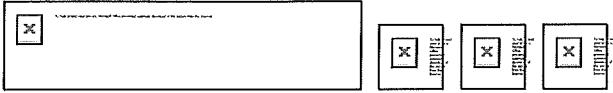
Other permission granted?

Inform local councillors?

CC

Notes

Visit the Council's website and social media channels to see how we are supporting local people, improving our economy, enhancing our environment and developing our organisation.



Think before you print this. We are committed to being transparent about why and how we collect and use your personal data. Please see our [Privacy Statement](#) for further details. This message, and associated files, is intended only for the use of the individual or entity to which it is addressed and may contain information that is confidential or subject to copyright. If you are not the intended recipient please note that any copying or distribution of this message, or files associated with this message, is strictly prohibited. If you have received this message in error, please notify us immediately. Opinions, conclusions and other information in this message that do not relate to the official business of Runnymede Borough Council shall be understood as neither given nor endorsed by Runnymede Borough Council.

Cricket

The Council has been approached by the Director of Sport, Clubs & Activities at Bishopsgate School, seeking permission to use the Green to support their efforts to get more children, both boys and girls, playing cricket. Traditionally only boys have played cricket in the summer term at the school but there is now a drive to encourage more girls to participate. The school does not have capacity at its site to accommodate this additional activity and are looking for alternative venues. They are therefore seeking permission to use the cricket outfield every Tuesday and Thursday afternoon during the summer term to accommodate a class of about 30 pupils, between 3pm and 4pm. Supervised by 2 members of staff the children would practice various cricket skills such as throwing, catching, fielding, hand eye coordination etc. If approved by the Committee this use would be subject to a formal agreement with the Council, but the school have already provided some detail in that they would not require an additional strip to be cut or any markings on the ground, they would use only free-standing stumps so wouldn't need to drive into the ground. They would transport the pupils to the Green in two minibuses which would need to be parked there for the hour of use. Specific dates would be 21, 23, 28, 30 April, 5,7,12,14, 19 May 2,4,9,11, 16,18, 23, 25, 30 June and 2 July.

Officers consider this an appropriate use of the Green which supports the Council's aims of encouraging more active lifestyles and recommend that it be approved.

(To resolve)

Background papers

None stated

6. 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

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

b) Confidential Information
(No reports to be considered under this heading)