

Englefield Green Committee

Tuesday 22 June 2021 7.30pm

at

Englefield Green Cricket Club

Please note change of venue

Members of the Committee

Councillors Miss M N Heath, N M King, M T Kusneraitis, N H Prescott and J K Sohi

Residents' Representative: Mr N Bromilow and one vacancy

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.

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. ELECTION OF CHAIRMAN	4
2. ELECTION OF VICE-CHAIRMAN	4
3. MINUTES	4
4. APOLOGIES FOR ABSENCE	10
5. DECLARATIONS OF INTEREST	10
6. MAINTENANCE AND MANAGEMENT OF THE GREEN	10
7. EVENTS ON THE GREEN	13
8. CANVASS OF QUALIFYING PROPERTIES	14
9. VENUE FOR FUTURE MEETINGS	14
10. VERBAL UPDATE ON DETAILS RELATING TO PUBLIC ENQUIRY OUTCOME ON THE CHILDREN'S PLAY AREA EXTENSION	15
11. VERBAL UPDATE ON THE IMMINENT NEW LAWS ON TRESPASS	15
12. EXCLUSION OF PRESS AND PUBLIC	15

PART II

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

a) Exempt Information

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)

1. ELECTION OF CHAIRMAN
2. ELECTION OF VICE- CHAIRMAN
3. MINUTES

To confirm and sign, as a correct record, the Minutes of the Meeting of the Committee held on 20 October 2020 (**Appendix 'A'**)

Runnymede Borough Council

ENGLEFIELD GREEN COMMITTEE

20 October 2020 at 7.30 pm via MS Teams

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

Residents' Representative: Mr N Bromilow

Members of the Committee absent: Councillor M Kusneraitis (Vice-Chairman)

246 MR ANDREW PANTER

The Chairman opened the meeting by expressing his sadness at the loss of Mr Andrew Panter who had passed away earlier in the year. Andrew had served on the Englefield Green Committee as a resident's representative since 1998. Andrew cared deeply about the Green and the wider community and was sadly missed. Mr Bromilow also expressed his sadness and described Andrew as a charming and interesting man and the value he had brought to the Committee would always be appreciated.

247 MINUTES

The Minutes of the meeting of the Committee held on 26 February 2020, subject to amendments for clarification were confirmed as a correct record to be signed when the Chairman was physically able to do so

248 APOLOGIES FOR ABSENCE

Apologies were received from Councillor M Kusneraitis

249 MANAGEMENT AND MAINTENANCE OF THE GREEN

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

The Committee was advised that with Officers working from home for much of the time along with contractors furloughing staff and one contractor closing his business completely, Covid-19 had had a significant impact on the ability to satisfactory progress works on and around the Green this year. However, Officers reported that a number of tasks had successfully been completed.

Improvement and maintenance of the grass surface

As had been discussed by the Committee previously, the grass surface of the Green was in poor condition in some areas. The aim of the additional maintenance undertaken had been, and would continue to be, to reduce the presence of moss and weeds, remove as much thatch as possible, reduce the number and size of bare areas, improve

surface drainage and thereby achieve a more even cover of healthy grass.

At its meeting in February the Committee was informed that the Green was about to have soluble iron and fertiliser applied which would kill moss and boost grass growth. This had been completed by mid-March. The scarifying and re-seeding which should have followed was unfortunately delayed due to contractors furloughing staff for a period, but was completed by mid-May. The scarifying was successful but the re-seeding less so.

The Committee was advised that under the Council's Constitution decisions on grounds maintenance issues on the Green were already delegated to Officers, however the additional spend (over and above the standard grounds maintenance budget) was not. At its meeting in October 2019 the Committee resolved that the earmarked reserves be used for additional works on the Green, but it was right that Members retained control of that spend. It was therefore proposed to utilise the sum of £4,000 from reserves, which currently stood at £243,143 to fund works to improve the quality of the grass surface over the next 12 months. This would be a selection of scarifying, fertiliser application, weed killing, moss control, seeding or aerating depending on the condition of the grass and prevailing climatic and ground conditions. Details of the works completed, the cost and the effect could then be reported to the Committee at the end of that period. The Committee had been pleased to see the Green particularly being enjoyed during the lockdown period and thanked the Green Space team for their continued efforts in keeping the Green tidy. Officers thanked Committee members for their assistance with litter picking on the Green during such a busy time for them.

RESOLVED that –

- i) The Committee approve the sum of £4,000 from its reserves to fund further works to improve the quality of the grass surface over the next 12 months; and**
- ii) Officers report to the Committee in October 2021 detailing the work completed, the costs and the effect on the quality of the grass.**

Site Security

As agreed at the last Committee, timber bollards around the Green had been replaced with new steel-cored plastic bollards. Following additional concerns expressed by Members of the Committee about possible access points beside the field gate and at the junction of Bishopsgate Road and the Green two additional steel-cored posts had been installed in each location. The Committee felt the composite posts were a great improvement and were very pleased with how they looked.

CCTV

At the last meeting in February it was agreed that Mr Bromilow and Mr Winfield would investigate options for CCTV provision around the Green further and report back to the next meeting. A number of discussions had been had with owners of various properties around the Green, but as yet, no firm proposals had been developed. Further options would be explored, and options would be reported back to the next meeting of the Committee in February 2021.

Road speed

Following the meeting in February Officers approached Surrey County Council (SCC) to ask that St. Jude's Road, adjacent to the Green be assessed for traffic calming measures. In response, SCC confirmed that a traffic speed survey had already been requested for the location and that survey equipment had been erected in the location on 12 March and was due to be collected two weeks later. However, at that time and in response to government Covid-19 guidance, County Council staff were only visiting sites to investigate safety critical issues. This delayed the equipment being retrieved and the data downloaded. SCC also noted that, as there had been a significant reduction in traffic on the roads during lockdown, any data recorded over that period would not be representative of normal conditions. The integrity of the data would be checked and if necessary, a further survey would be carried out. Officers had been liaising with SCC regarding an update on the survey results but to date had not received them. Officers would continue to liaise with SCC on this matter.

Oak Processionary Moth

The caterpillars of the oak processionary moth live on and construct nests in oak trees, where they gather. The caterpillars are covered in small hairs which when shed can cause health issues in humans. This year a number of nests were found on oak trees on the Green. The Green was one of a growing number of affected sites in Runnymede and action was taken as part of a borough wide programme to minimise the risk of the public coming into contact with the caterpillars or their nests. At Englefield Green the action involved the erection of warning notices and the physical removal of nests reachable from the ground by specialist contractors. The Committee was advised it was likely that infestations would be seen around the Green next year and similar or possibly greater remedial action may be required.

Woodland Management

A Woodland Management Plan for Englefield Green had been adopted by this Committee in June 2019 and Officers were asked to start commissioning the works prescribed in the plan. Best practice was that most woodland management work was undertaken during the Autumn and Winter months to avoid the bird nesting season and when most vegetation and wildlife was dormant. Officers advised the Committee that they were therefore planning for works to commence this winter. The work proposed was to remove woodland holly and laurel which would improve the biodiversity of the woodland, opening along public footpath 19 and create one or two glades. Officers would commence the work when conditions were at their optimum and the cost was expected to be around £5,000 to £6,000

Cricket Club Works

In October 2019 the Committee approved a grant of £2,440 to be made to the Englefield Green Cricket Club to help fund essential repairs to the pavilion. The Cricket Club were extremely grateful for these funds and have utilised them to complete a range of repairs and improvements. The Committee was shown images of the work completed and agreed the work undertaken was very beneficial.

PARKING

Mr Bromlow asked if Officers could look at the installation of yellow lines at the junction of St. Jude's Road and the Green. The Committee was advised that there was already

a parking consultation ongoing at the eastern side of the ward and Members were shown the proposed parking restrictions proposed within the current consultation. Any additional yellow lines would need to be discussed at the Surrey Joint Management Committee.

RESOLVED that –

In consultation with Councillors Heath and Sohi, Mr Bromilow to forward a map of where he felt additional yellow lines should be installed to Councillor N Prescott for consideration at the Surrey Joint Management Committee

250 PROPOSED WORKS TO ACCESSWAY AT COOPERS HILL LANE

The Committee was asked to consent for works to upgrade the accessway of Chelsea Lodge, The Manor Cottage, Stables Cottage, Rustlings and Coopers Hill Lodge as described in the report, subject to the Crown Commissioners (Crown Estate) also consenting to the works.

Officers reported that a representative for residents of Chelsea Lodge, The Manor Cottage, Stables Cottage, Rustlings and Coopers Hill Lodge had contacted Officers earlier this year to request permission for upgrading and repair works to the accessway which crosses the Green from Coopers Hill Lane. The Committee reviewed the plan of the area of the proposed work and the extent of the Englefield Green in the location.

Officers advised the Committee that as a deed of easement was in place covering access to these properties the residents needed to get approval from both the Council (through this Committee) and then subsequently permission from the Crown Commissioners.

The proposals consisted of 3 main items;

1. Block paving the accessway
2. Works on Trees in the Conservation Area
3. Reseeding the Council's land

RESOLVED that –

Consent be given for the works to upgrade the accessway of Chelsea Lodge, The Manor Cottage, Stables Cottage, Rustlings and Coopers Hill Lodge as described in the report, subject to the Crown Commissioners (Crown Estate) also consenting to the works

251 EVENTS ON THE GREEN

The Committee was updated on events that had taken place or were planned to take place on the Green.

Officers reported that due to social distancing and other restrictions related to the Covid-19 pandemic all the usual events had been cancelled this year.

Members would recall that in June 2018 the Committee approved some trial yoga classes on the Green, but for a number of reasons they never took place. In August this

year the yoga instructor approached Officers again seeking permission to run a few trial sessions. Several sessions were held during September and October but the uptake was very low. The instructor was keen to try again next year and it was expected that further proposals would be put to the Committee at its next meeting in February.

252 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 was updated on recent communications the Council's Solicitors had had with the Crown Estate. The Committee felt it was still appropriate to continue with the proposed course of action to regularise the various activities and structures on the Green, including continuing the dialogue with the Crown Estate. However, the Committee felt it would also be beneficial to arrange a public consultation to ascertain residents' views and aspirations for the Green.

Chairman

(The meeting ended at 9.16 pm)

4. APOLOGIES FOR ABSENCE

5. 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 advised to contact the Council's Legal section prior to the meeting if they wish to seek advice on a potential interest.

Members are reminded that a registrable interest includes their appointment by the Council as the Council's representative to an outside body. Membership of an outside body in their private capacity as a trustee, committee member or in another position of influence thereon should also be declared. Any directorship whether paid or unpaid should be regarded as a disclosable pecuniary interest, and declared.

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 an interest becomes the subject of debate, in which event the Member must leave the room if the interest is a disclosable pecuniary interest or other registrable interest and/or the interest could reasonably be regarded as so significant as to prejudice the Member's judgement of the public interest.

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

Synopsis of Report:

This report updates the Committee on management and maintenance issues relating to the Green and seeks the Committee's views on additional action in relation to litter signage

Recommendations:

- i) The Committee instruct Officers on the next steps in relation to the installation of CCTV; and**
- ii) The Committee consider the residents feedback and instruct Officers accordingly; and**
- iii) The Committee advise Officers on any additional action to be taken in relation to litter signage; and**
- iv) The Committee consider a request from a resident to maintain the grass verges to the front of Crown House and instruct Officers accordingly**

CCTV

The possible introduction of CCTV cameras around the Green has been discussed by the Committee at previous meetings. For a number of technical reasons feasible options for locating the cameras are few, however there has been some progress with the possibility locating a camera on the existing lamp column close to the mini roundabout on St. Jude's Road. A verbal update will be provided at the meeting and the Committee will be asked to instruct Officers regarding the next steps.

(To resolve)

Background papers

None stated

Road Speed

At its meeting in October 2020, the Committee received a report outlining a road speed survey that Surrey County Council had undertaken earlier that year on St. Jude's Road, adjacent to the Green. Unfortunately, the survey results or information relating to any action to be taken as a result had not been received at the time of preparing this agenda.

Oak Processionary Moth

At previous meetings, the Committee has been advised of the health hazard presented by the caterpillar of the Oak Processionary Moth and that a small number of Oak trees on the Green had suffered infestations. Officers had also reported on the actions to minimise the risks to visitors. At the time of preparing this agenda there had been no sightings of caterpillars this year on any of the trees previously affected on the Green. However, Officers will continue to monitor the situation and take the appropriate action, which is likely to include warning notices on or near affected trees and the removal of caterpillars' nests later in the season.

Resident's Feedback

As Residents' Representative, Mr Bromilow has been seeking feedback on the upkeep of the Green from occupants of qualifying properties and will present this feedback at the meeting for the Committee's consideration. The main points raised are:

- The need for additional signs, for example those encouraging visitors to take the litter home, restricting the use of bikes, keeping proper control of and cleaning up after dogs and prohibition of BBQ's. Officer comment – Over the late May bank holiday, the weather was fine and the Green well used. As a result, the litter bins around the Green were left full and overflowing for a short period, but had been tidied by the Wednesday. The Committee is asked to consider specifically whether any additional signage encouraging visitors to take their litter home, is desirable to alleviate the issue at busy times.
- Bins to be emptied more often, especially in Summer and after weekends. Bin bags are thought to be good, and are a good gesture, but foxes are a problem.
- Cricket Pavilion should be improved within its own footprint and maybe a bit more.

- Playground to be improved within its own footprint
- More brown posts are favoured, although legislation is thought to be imminent which would limit unauthorised encampments, so will they be necessary? Consensus seems to be to see how effective current posts are.
- More police patrols of the layby area in the evening to prevent what seems constant offensive behaviours
- Parking – a village wide issue. All the yellow lines are now in place around the Green which is a noticeable improvement especially on the Green close to St. Jude's Road. More enforcement needed and yellow lines to be cleared of leaves etc. so they are visible.
- Kerb stones would be strongly supported, but not at the loss of parking along the other side of the road by making the road too narrow to pass
- Make the woodland management scheme more accessible

The Committee is asked to consider this feedback from residents and instruct Officers accordingly.

(To resolve)

Background papers

None stated

Woodland Management

At its meeting in October the Committee was advised of plans to commence woodland management works during the winter. The work was completed in February and involved removing holly and laurel 2-3 metres each side of the public footpath 19 which has opened up the area and allowed more light onto the woodland floor. This has improved the route for walkers and will enhance the biodiversity of this part of the woodland by allowing a greater range of woodland plants to establish. A glade was also opened up to the north of the footpath by removing holly and laurel here too. The cost of this work was £3,950 which was less than expected. This was the first tranche of work prescribed by the Woodland Management Plan and further similar work will be planned for next Autumn or Winter, details of which will be provided at the next meeting in October.

Verges to the front of Crown House

The owner of Crown House has approached the Council seeking permission to maintain the narrow grass verges between the front wall of that property and the road. These form part of the Green and the consent of the Committee would be required, together with a cultivation licence with the Council that would limit the maintenance works that they could undertake and protect the Council's interests in the land. It is understood the owners intention is to cut the grass weekly, to remove the arrisings and to cultivate some wild flowers along the foot of the wall.

Members are asked to consider whether to approve this request, and, if appropriate, instruct Officers to enter into a cultivation licence with the owner.

(To resolve)

Background papers

None stated

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

Synopsis of report:

To report to the Committee on events planned, or proposed, to take place on the Green in 2021

Recommendation:

Members approve the use of the Green by Carters Steam Fair again this year and Officers be instructed to authorise their application when received, subject to the appropriate checks being satisfactorily completed.

Village Fair

The annual fair organised by the Englefield Green Village Residents Association has been cancelled again this year due to the ongoing impact of the Covid-19 pandemic.

Carters Steam Fair

Carters Steam Fair have not yet submitted a formal application to hold their fair on the Green this year but have indicated that they'd like to be operational over the weekend of 2nd and 3rd October. If Members are content to approve these dates, Officers will authorise their application when received, subject to the usual checks being satisfactorily completed together with any measures that are necessary at the time due to Covid-19.

(To resolve)

Background papers

None stated

Yoga

The Committee has received a number of updates at previous meetings on plans for a trial of yoga classes on the Green. This year the instructor was planning sessions for Thursday mornings only, starting on 27th May, and a verbal update will be given at the meeting.

Community Litter Pick

The local community organised another village wide litter pick on Saturday 15th May which included litter picking on and around the Green. This was supported again by the Council's Green Space team who provided litter pickers and bags and the Council's DSO team who took the litter away after the event.

(For information)

Background papers

None stated

8. **SUMMER CANVASS – (LAW AND GOVERNANCE – Carol Holehouse)**

Synopsis of report:

To advise the Committee that following the resignation of Mr Buchanan as resident's representative a canvass will be carried out for a replacement during the Summer

Recommendations:

None – for information only

Following the resignation of Mr Buchanan as Residents Representative, Officers will conduct a canvass of all qualifying properties during the Summer. Nominations will be considered at Full Council in October.

(For information)

Background papers

None stated

9. **VENUE FOR FUTURE MEETINGS – (LAW AND GOVERNANCE – Carol Holehouse)**

Synopsis of report:

To consider moving the venue for all future meetings to the Englefield Green Cricket Club

Recommendation:

The Committee consider the option of all future meetings of the Englefield Green Committee being held at the Englefield Green Cricket Club

The Committee will be aware that the Jurgen Centre has been undergoing some building work recently and has therefore been unable to be used. Following on from hosting tonight's meeting Officers have been liaising with the Englefield Green Cricket Club regarding their willingness/availability to host all future Englefield Green Committee meetings. The Cricket Club would be willing to host the meetings.

Given the Cricket Club's prominent position on the Green and the club's need for valuable funds the Committee is asked to consider the use of the Cricket Club for all future meetings.

(To resolve)

Background papers

None stated

10. **VERBAL UPDATE ON DETAILS RELATING TO PUBLIC ENQUIRY OUTCOME ON THE CHILDREN'S PLAY AREA EXTENSION – (LAW AND GOVERNANCE – Andrew Atkinson)**

11. **VERBAL UPDATE ON IMMINENT NEW LAWS ON TRESPASS – (LAW AND GOVERNANCE – Andrew Atkinson)**

12. **EXCLUSION OF PRESS AND PUBLIC**

If the Committee is minded to discuss any of the foregoing reports in private it is the

OFFICERS' RECOMMENDATION that –

the press and public be excluded from the meeting during discussion of reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would then be likely to involve disclosure of exempt information of the description specified in appropriate paragraphs 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

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)