

# Leisure and Environment Committee

Thursday 18 September 2008 7.30pm

Council Chamber  
Runnymede Civic Centre, Addlestone

## Members of the Committee

Councillors C J Norman (Chairman), M J Brown and Miss M N Heath (Vice-Chairmen),  
C J Chapman, A J Davis, Mrs M T Harnden, M T Kusneraitis, A M Moore, J W C Perschke and  
L C Pouyanne.

## 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 **Miss C Pinnock, Administration and Leisure Department, Committee Section, Runnymede Civic Centre, Station Road, Addlestone (Tel. Direct Line: 01932 425627). (Email: [clare.pinnock@runnymede.gov.uk](mailto:clare.pinnock@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](http://www.runnymede.gov.uk).
- 4) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

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

1. FIRE PRECAUTIONS

The Chairman will read the Fire Precautions which set out the procedures to be followed in the event of fire or other emergency.

2. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

3. MINUTES

To confirm and sign as a correct record the Minutes of the meeting of the Committee held on 19 June 2008, which were included in the July 2008 Minute Book previously circulated.

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 Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

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 personal and prejudicial.

6. FINANCIAL MONITORING STATEMENT (DF)

(Ref: Minutes of Leisure and Environment Committee, March 2008, page 833, para. 602 and Corporate Management Committee, June 2008, page 107, para. 109)

1. Purpose of Report

1.1 **The purpose of this report is to inform the Committee of the latest financial projections for the 2008/09 financial year for Leisure and Environmental Services.**

2. Background Information

2.1 The Financial Monitoring Statement was introduced to all Committees in September 2006 to inform Members of the current financial position of the services under the remit of each Committee. This Committee receives two statements, one for Leisure Services and the other for Environmental Services.

2.2 Each statement reflects an updated position based upon the 2008/09 original estimates approved by this Committee in January. The Financial Forecast previously approved by full Council on 1 November 2007 has been updated accordingly.

3. Report

3.1 Each statement (as attached at Appendix 'A'), is split into three distinct parts:

- Projected budget and forecast
- Savings still to be delivered
- Current year key budget indicators

3.2 The Projected budget and forecast sections show any anticipated variations in the current year's budget. These variations are categorised as approved changes and other potential changes. Implications for the following three years are included for completeness so that the full-year effect of any changes can be seen.

3.3 The achievement of the approved revenue reductions programme is one of the Council's key performance indicators. Savings targets not yet achieved are reported in the second

section of each statement. These savings are incorporated into the projected budget and forecast figures in section one.

- 3.4 The final section sets out the key budget indicators for the significant areas of this Committee's budget. This indicates the actual income received set against the amount expected (the budget) for the period covered by each statement.

#### 4 Savings Targets

- 4.1 At its meeting on 26 June 2008, Corporate Management Committee resolved that a report be prepared for all service Committees requesting them to consider savings proposals for those areas of required savings within their budget which they had not yet achieved. This would include looking at possible alternative methods of achieving savings.
- 4.2 A statement of the progress towards the achievement of the £2.6 million revenue reductions is attached at Appendix 'B'. From the planned savings of £2,623,000, the Council had achieved £2,072,000 by the end of 2007/08. Some of the savings were not programmed to be fully achieved until 2008/09; when these are taken into account the final savings total is expected to be £2,415,000 (shown in the last column of the statement).
- 4.3 The planned savings attributable to this Committee are £537,000. Of this amount, £266,000 is now considered to be unachievable as identified in paragraph 4.5 below. However, some of the other initiatives have produced more savings than originally estimated with the result that the total savings expected to be achieved by this Committee are £314,000.
- 4.4 Members are asked to note that the statement only documents the progress on the savings initiatives in the original target list drawn up in March and September 2005. It does not include other savings initiatives that were planned before the revenue reductions targets were approved (e.g. Community Transport) or that have been pursued subsequently (e.g. additional Play and Youth Activities).
- 4.5 The savings targets which will not be fully achieved for this Committee are:-
- 4.5.1 Egham Leisure Centre - £50,000 net reduction in the overall budget for the Centre.
- 4.5.2 Addlestone Leisure Centre - £102,000 net reduction in the overall budget for the Centre.
- 4.5.3 Parks and Open Spaces - £7,000 increase in pitch income.
- 4.5.4 Pollution Control - £10,000 of original £15,000 savings target was met when out of hours noise service was withdrawn leaving £5,000 outstanding (despite the subsequent reintroduction of the service in 2008/09 the £10,000 annual savings were maintained by curtailing several other activities throughout this Committee's budget).
- 4.5.5 Occupational Health, Safety and Welfare - £2,000 target for additional income not met.
- 4.5.6 Occupational Health, Safety and Welfare - £2,000 of the £5,000 target from rebasing the budget achieved, leaving £3,000 outstanding.
- 4.5.7 Food Safety and Hygiene - £2,000 of the £6,000 target from reducing ongoing subscriptions achieved, leaving £4,000 outstanding.
- 4.5.8 Pest Control - £25,000 savings achieved out of £40,000 from the outsourcing of the service leaving £15,000 outstanding.
- 4.5.9 Recycling – Potential increase in grant of £30,000 never materialised.
- 4.5.10 Abandoned vehicles - £6,000 rationalisation of administration process not achieved.

- 4.5.11 Safer Runnymede – increased contribution from Surrey Police not forthcoming leaving a shortfall of £25,000.
- 4.5.12 Safer Runnymede – Staffing rationalisation yielded savings of £19,000 leaving a shortfall of £6,000 from the original target.

**(FOR INFORMATION)**

Background Papers

None stated

7. PROGRAMME FOR THE REFURBISHMENT AND REPROVISION OF PLAY AREAS (DAL)  
(Ref: Minutes of Leisure and Environment Committee, June 2003, page 188, para. 123 and September 2005, page 454, para. 281)

1. Purpose of Report

- 1.1 **The purpose of this report is to seek approval for the continuation of a phased programme for the replacement and refurbishment of outdoor play equipment.**

2. Background Information

- 2.1 The Council has 37 equipped play areas across the Borough, with approximately 200 separate pieces of play equipment (swings, slides, roundabouts etc.), 200 pieces of furniture (benches, picnic tables, and bins), and more than two miles of fencing.
- 2.2 The Parks and Amenities Section of Leisure Services manages the provision, inspection and maintenance of all the Council's play areas. Each is inspected once a month and the resulting maintenance and repairs are carried out by specialist contractors, funded from the Parks revenue budget.
- 2.3 Many of the Council's play areas have been in situ for many years, some dating back to the 1970's and 1980's. In June 2003, this Committee approved the first phase of a refurbishment and replacement programme which enabled those in the poorest condition to be updated and improved. Members also resolved that a further report would be presented seeking funding for the next phase of improvements. The approved capital scheme enabled the complete replacement of play areas at Bishops Way and Spring Rise (Egham) and the updating of some of the equipment in play areas at Sayes Court, Victory Park (Addlestone), Edgell Close (Virginia Water), Thorpe Green, Heathervale Recreation Ground, Ottershaw Memorial Field, Chertsey Recreation Ground, King George V Playing Field (Virginia Water), Gogmore Farm Park, and Runnymede Pleasure Ground.
- 2.4 The first phase of the refurbishment and replacement programme included plans to improve the play areas at Pooley Green Recreation Ground and Charta Road in Egham Hythe. However, these remain outstanding while Officers work on the new Hythe Park (includes two new play areas and a Multi use ball games court), and a new adventure play area and BMX cycle track at Bishops Way. Improvements to Pooley Green Recreation Ground and Charta Road play areas have been scheduled for completion in the first quarter of 2009, before work commences on the next phase of improvements proposed in this report.

3. Report

- 3.1 Officers have assessed each of the Council's play areas. They have looked at the condition of the play equipment, furniture and fencing and considered options for improving the overall play provision in each area. The result is a further three year programme of improvements which will tackle the play equipment, furniture and fencing, not dealt with by the first phase.
- 3.2 The proposed works for the next three years are set out at Appendix 'C'. These would, where appropriate, be subject to consultation with local young people, residents and

Ward Members. The Committee is advised that further work has already been identified which is likely to need progressing after this three year programme is complete and other necessary work might be identified as the programme proceeds.

- 3.3 The detail of the proposed works and the scheduling may need to be altered as the works proceed over the three years, depending on the results of consultation and other changing circumstances. However, the cost of works completed each year will not exceed £100,000.
- 3.4 Officers intend to provide the Committee with an update on the three year programme towards the end of each financial year.
4. Council Policy
  - 4.1 "Ensure we play an effective role in enhancing the quality of life of all our residents and visitors and provide an attractive environment for those who conduct their business in the Borough" (Strategic Plan 2005-2010)
  - 4.2 "Keep the management of our parks and open spaces that are highly regarded by residents under review, and seek to maintain the current high standards of service we provide" (Strategic Plan 2005-2010)
  - 4.3 "Ensure that newly developed facilities (whether built or in parks/open spaces) are allocated budgets which enable maintenance of standards and investment for the future" (Community Strategy)
  - 4.4 "Work to ensure access for people with disabilities to all leisure and cultural facilities and services, to exceed the requirements of the Disability Discrimination Act" (Community Strategy)
  - 4.5 "Work with local young people to develop positive use of leisure time and employment opportunities, focused on areas of identified need" (Community Strategy)
  - 4.6 "Enhance consultation with young people when planning new facilities" (Cultural Strategy)
  - 4.7 "Evaluate existing play areas to identify funding required to maintain to 'best practice' standards by November 2003" (Community Strategy)
5. Resource Implications
  - 5.1 The Parks and Amenities budget for maintaining play equipment for 2008/09 is £23,800. Without an ongoing programme of replacement, maintenance costs are likely to increase and a supplementary estimate may be required at some future point to cover the additional costs. However, replacing old equipment should result in less maintenance initially and a reduction in maintenance costs.
  - 5.2 The works set out in this report will involve a considerable amount of Officer time. However, phasing the work over a number of years makes this manageable for the existing team.
  - 5.3 Officers will consider external funding for those planned improvements which appear to satisfy the funding requirements, with a view to reducing the overall capital financing requirements. This will include consideration of Section 106 monies, planning tariff monies, and funding from bodies such as the Big Lottery Fund or the Landfill Communities Fund (via the Association for the Improvement of Runnymede).
  - 5.4 The General Fund Capital Programme includes provision of £300,000 over three years from 2008/09 for a play equipment replacement programme. It is proposed to commence the new programme in 2009/10.
6. Legal Implications

- 6.1 The Council has a duty of care to users of all of its facilities, including play areas, and is required to ensure they are safe to use.
- 6.2 There is no obligation on the Council to provide play areas and an alternative approach, rather than maintaining and updating the equipment, might be to take each piece of equipment out of use as it falls into disrepair. However, it is likely that this course of action would be extremely unpopular with most local residents.
- 6.3 The Disability Discrimination Act places an obligation on the Council to take reasonable measures to ensure that its services, including play areas, are accessible to those with disabilities. Wherever possible, improvements made will ensure this obligation is met.
7. Planning and Technical Considerations
- 7.1 The relevant safety standards for play equipment are provided by BS EN1176; compliance with these standards will be specified as a requirement for the replacement and refurbishment works.
- 7.2 Planning permission may be required where a play area is to be relocated within a particular site. This will be dealt with on a case by case basis.

**OFFICERS' RECOMMENDATION that –**

- i) the next phase of a refurbishment and replacement programme for play equipment, as set out in this report be approved; and**
- ii) Corporate Management Committee be requested to approve a Capital Estimate in the sum of £300,000 for the next three-year phase of the play area refurbishment and replacement programme commencing in 2009/10, to be financed from grants and contributions where possible with the balance funded from capital receipts.**

**(TO RESOLVE)**

Background Papers

Annual and monthly play area inspection reports held within the Parks and Amenities Section of Leisure Services.

8. ALLOTMENTS REVIEW (DAL)  
(Ref: Minutes of Leisure and Environment Committee, September 2001, page 324, para. 267 and January 2002, page 752, para. 510)

**1. Purpose of Report**

- 1.1 The purpose of this report is to inform Members of a recent increase in demand for allotments and to propose a course of action in response.**

**2. Background Information**

- 2.1 There are twelve allotment sites in the borough. Nine are managed by the Council and Officers deal with plot letting and maintenance of the sites. Three are under self-management agreements whereby the site, which is owned by the Council, is leased to an allotment association which is entirely responsible for the management of the site and letting of plots.

- 2.2 The three self-managed sites are:-

- Boshers Allotments, Egham
- Sayes Court Allotments, Addlestone
- Woodham Lane Allotments, Woodham.

2.3 The Council managed sites are: -

- Barrsbrook Farm Allotments, Chertsey
- Bond Street Allotments, Englefield Green
- Kings Lane Allotments, Englefield Green
- Pinewood Allotments, New Haw
- St Ann's Allotments, Chertsey
- Stroude Road Allotments, Virginia Water
- Thorpe Allotments
- Vicarage Road Allotments, Egham
- Wendover Road Allotments, Egham

2.4 The Council is currently progressing the self-management of the Bond Street site with plot holders there.

3. Report

3.1 Over the last few years there has been a surge of interest in allotments. In 2004, Council managed sites in Runnymede were at about 60% occupancy. Most are now full and have waiting lists, as illustrated in the table below:

Allotment site	Council or self managed	No. of Plots	No. of plots occupied	No. on waiting list
Barrsbrook	Council	105	104	27
Bond Street	Council*	8	8	26
Boshers	Self managed	131	131	18
Kings Lane	Council	19	19	17
Pinewood	Council	20	20	23
Hythe Park	Council	0*	0	13
St Ann's	Council	22	22	26
Sayes Court	Self managed	90	90	10
Stroude Road	Council	113	109	14
Thorpe	Council	29	29	11
Vicarage Road	Council	46	46	19
Wendover Road	Council	10	9	12
Woodham Lane	Self managed	11	11	11
TOTAL		604	598	227
			less duplicates**	-72
			Total on waiting lists	155

\* The Hythe Park allotments yet to be built

\*\* Some people are on more than one waiting list

3.2 The Smallholdings and Allotments Act 1908 places a duty on local authorities to provide sufficient allotments according to demand. The increase in demand may be met in a number of ways. For example:-

- Extend existing sites
- Provide new sites
- Restrict the size of plots let to each individual

- 3.3 The development of the new Hythe Park in Egham includes the provision of 18 new plots plus raised beds which would be suitable for use by people with disabilities.
- 3.4 The current revenue budget for allotments is attached at Appendix 'D'. Maintenance and management costs would increase if additional plots were provided. However, income would increase too.

4. Council Policy

4.1 The Council's Strategic Plan 2005 -2010 'Building on Excellence', sets out a clear direction for the council and identifies its priorities. In respect of allotment provision the Plan includes the following aims:-

- "Develop a new public park at Pooley Green, including an improved allotment site, in consultation with local residents"; and
- "Ensure the provision of sufficient allotment plots to meet sustained demand, and explore options to release under-utilised allotment land for other purposes."

**OFFICERS' RECOMMENDATION that -**

**Officers be instructed to undertake a review of allotment provision and demand, and detailed and costed options for meeting that demand be presented to this Committee in due course**

**(TO RESOLVE)**

Background Papers

None stated.

9. CONCESSIONARY CHARGES FOR LEISURE SERVICES (DAL)  
(Ref: Minutes of Leisure and Environment Committee, June 2006, page 59, para. 81 and March 2008, page 837, para. 608)

1. Purpose of Report

1.1 **The purpose of this report is to outline the current concessionary charges that are available in Leisure Services and propose a rationalisation of the categories.**

2. Background Information

2.1 Concessionary charges for leisure activities in Runnymede have been available for a number of years for a variety of services including Leisure Centres, Play Schemes, Chertsey Museum and Allotments.

2.2 Concessionary charges are used to encourage individuals from disadvantaged groups, students or the over 60's, to participate in the activities available and to recognise income limitations. Many of the individuals who take advantage of these concessions use the facilities at off peak times. For the Leisure Centres in particular this helps to make better use of the facilities during the day.

2.3 In March 2008, this Committee agreed that looked after children and the family caring for them should be entitled to free access to a range of leisure activities, including free gym access at the Leisure Centres. This offer is still being developed in conjunction with Surrey County Council.

2.4 The existing concessionary categories for Leisure Services are detailed in Appendix 'E'. Customer feedback suggests the need for a review of the concessions for greater clarity and consistency, and also taking into account wider practice.

3. Report

- 3.1 Appendix 'F' provides details of the concessions available in four other local authorities. Some authorities provide concessions to a wider range of individuals than Runnymede.
- 3.2 Leisure cards are used in some authorities as a way of monitoring use of the concessions. The introduction of a leisure card was considered by this Committee in June 2006. It was agreed at the time that further investigation on the likely demand and set up costs would be required.
- 3.3 The pattern of concessions is not consistent across the Council's Leisure Services. A consistent approach would be clearer for staff and the public and reduce the likelihood of complaint.
- 3.4 A new pattern of concessions is proposed as detailed in Appendix 'G'. The level of concession for different facilities will vary from 10% up to 50%, as they are catering for differing needs and age groups. Officers would propose to return to the current level of concessions, but there should be the flexibility to increase or reduce the concession available if appropriate.
- 3.5 The concessions on offer will continue to be reviewed in the light of patterns of demand by disadvantaged groups. Recent discussions with Surrey County Council about the use of leisure and community sites by adults with learning difficulties, primarily at off peak times, suggest potential benefit to a number of service areas as there is some spare capacity to cater for new activities. For example, there is already some use of Egham Leisure Centre by the Fairways Centre in Staines. The demand for activities at external locations may well increase as some day centres for adults with learning difficulties could be closed in the future.
- 3.6 To cater for increased use of Leisure Centres and other facilities by such groups, County staff could well be based on site to supervise activities. The possible accommodation of these staff on a semi permanent basis will need to be addressed. Any new activities are unlikely to be introduced until later in 2009 so discussion on the facilities required and charges will not take place until after the formal consultation period has finished in October 2008.
4. Council Policy
  - 4.1 The Strategic Plan states that the Council will "identify ways to ensure people on low incomes, with disabilities and without private transport have access to and can benefit from leisure facilities".
5. Resource Implications
  - 5.1 The financial implications are currently unknown. If existing users of the facilities now become entitled to a concession, income from them will decrease. The expectation is that this would be more than off set by income from new users encouraged to use the facilities by the reduced prices.
6. Equality
  - 6.1 An equality impact assessment is attached at Appendix 'H'.

**OFFICERS' RECOMMENDATION that –**

**the proposed amendments to the current concession categories for Leisure Services, as attached at Appendix 'G' be approved**

**(TO RESOLVE)**

Background Papers

None stated.

10. CABRERA TRUST MANAGEMENT COMMITTEE – MINUTES (DAL)

The Minutes of the Annual General Meeting of the Committee held on 18 June 2008 and the ordinary meeting of the Committee held on 25 July 2008 are attached at Appendix 'I'.

**(FOR INFORMATION)**

Background Papers

None

11. RUNNYMEDE ARTS DEVELOPMENT STEERING GROUP – MINUTES (DAL)

The Minutes of the meeting of the Steering Group held on 1 July 2008 are attached at Appendix 'J'.

**(FOR INFORMATION)**

Background Papers

None

12. RUNNYMEDE ARTS DEVELOPMENT STEERING GROUP – MEMBERSHIP, FUNDING CRITERIA AND TERMS OF REFERENCE (DAL)

(Ref: Minutes of the Leisure and Environment Committee, June 2007, page 68, para. 100)

**1. Purpose of Report**

**1.1 The purpose of this report is to seek approval of:**

- i) an appointment of a second representative of the fine art, arts and craft and drama discipline to the Runnymede Arts Development Steering Group; and**
- ii) the updated Terms of Reference of the Steering Group following amendments to the funding criteria**

**2. Background Information**

- 2.1** The Runnymede Arts Development Steering Group's Terms of Reference, with regard to membership, require nominations to represent a discipline of the arts, rather than a specific organisation, to be approved by this Committee.
- 2.2** The funding criteria are within the remit of the Steering Group to determine. However, if this occasions an adjustment of the Group's Terms of Reference, the approval of this Committee is necessary.

3. Report
- 3.1 Members will recall that the Steering Group revised its membership criteria in June 2007. Out of date organisations were removed and representatives from recognised disciplines of the Arts as well as specific bodies were allowed, to encourage a wider participation from the arts generally.
- 3.2 As a result three new members joined the Group in 2007/08 and have made a positive contribution.
- 3.3 Approval is now sought to re-appoint Mrs Ann Davis to the Steering Group. She is a former member of the Group, who stood down when she retired from Egham Chamber of Commerce. At the time there was no suitable vacancy for her to fill. The aforementioned changes to the Terms of Reference allow her to re-join the Group as a second representative of the arts discipline. Her nomination was approved, subject to the approval of this Committee, at the Steering Group's last meeting in July 2008.
- 3.4 In respect of the Group's funding criteria, members re-affirmed one of their primary objectives; to give assistance to innovative and developmental projects. They also wished to introduce more structure to the application process and advise applicants of other sources of funding. In addition, a modest system of annual core revenue funding was approved to give regular assistance to organisations representing, music, drama and youth projects.
- 3.5 Attached at Appendix 'K' are the new guidance notes to applicants for information and the updated Terms of Reference, reflecting the revised funding criteria, for approval.

**OFFICERS' RECOMMENDATION that –**

- i) Mrs A Davis be appointed to serve on the Runnymede Arts Development Steering Group, as the second representative of the fine art, arts and crafts and drama discipline; and**
- ii) the updated Terms of Reference as attached at Appendix 'K' be approved**

**(TO RESOLVE)**

Background Papers

None

13. CHERTSEY MEADS MANAGEMENT LIAISON GROUP – MINUTES AND REQUEST FOR SALE OF LAND (DAL)

The Minutes of the meeting of the Group held on 7 August 2008 are attached at Appendix 'L'.

**(FOR INFORMATION)**

Members will see from these Minutes that the main item of business was to consider a request from five residents of Meadow View to purchase a strip of land on Chertsey Meads in order to extend their gardens which back onto the Meads.

The Chertsey Meads Management Liaison Group was asked to consider what effect the proposal might have on the Meads, and whether it conflicted in any way with the Chertsey Meads Management Plan, drawn up in agreement with Surrey Wildlife Trust. Members of the Group understood that it was the role of this Committee to decide, taking into account their views, whether the land could be declared surplus to requirements. It would then be considered by the Economic Development Committee, taking into account the views of the Liaison Group and this Committee.

The Liaison Group discussed the matter at length, and a number of views were put forward, details of which are set out in the Minutes.

Members were asked to vote on a proposal that the request from five residents to purchase a strip of land on Chertsey Meads be supported in principle, subject to planning permission with relevant conditions being approved, relevant covenants being removed or otherwise resolved and any proceeds from the sale being retained for use by the Chertsey Meads Management Liaison Group for the benefit of Chertsey Meads.

There were five votes in favour, seven against and one abstention. The proposal was accordingly lost and it was recommended that the land should remain as it is.

**OFFICERS' RECOMMENDATION that –**

**The Committee concurs with the view of the Chertsey Meads Management Liaison Group regarding the release of land and declines to declare the land surplus to requirements.**

**(TO RESOLVE)**

Background Papers

Relevant Correspondence and other papers held on the Borough Valuer's files and DAL file 48.35.14

14. EXCLUSION OF PRESS AND PUBLIC

If Members are minded to consider any of the foregoing reports in private it is the

**OFFICERS' RECOMMENDATION that –**

**where appropriate 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 report(s) in question would be likely to involve disclosure of exempt information of the description specified in the relevant paragraphs of Part 1 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 Para

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)