



Englefield Green Committee

Tuesday 2 November 2010 7.00pm

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

Members of the Committee

Councillors P Taylor (Chairman), D R Hamilton, Miss M N Heath, M T Kusneraitis, H W V Meares, and P I Roberts

Residents' Representatives: Mr A E Panter (Vice-Chairman) and Mr M Spear

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, Administration and Leisure Department, Committee Section, 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.

'see overleaf'

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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. MINUTES

To confirm and sign, as a correct record, the Minutes of the Meeting of the Committee held on 22 June 2010 (Appendix 'A')

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 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.

4. UPDATED LIST OF QUALIFYING PROPERTIES (DAL)

1. Purpose of Report

1.1 **The purpose of this report is to advise Members of proposed changes to the list of qualifying properties around the Green.**

2. Report

- 2.1 The Englefield Green Committee is appointed annually by the Council and consists of six Members of the local authority, representing the two Englefield Green Wards, and two other persons to be selected by the Council at its Annual Meeting in May each year from amongst the occupying tenants of the several houses around the Green set out in the schedule to the lease and other houses round the Green as might be, from time to time, fixed or appointed by the Crown. In making such selection the Council should have regard to the wishes of the general body of such occupying tenants which may be conveyed to the Council.
- 2.2 The last formal revision of the list of qualifying properties was made in December 2008. Subsequently, Council Officers had been advised of other properties which residents felt should be included.
- 2.3 In August 2010 Council Officers conducted an on-foot inspection of the properties directly surrounding Englefield Green with respect to updating the list of qualifying properties. Attached at Appendix 'B' is the proposed revised list. There have been no deletions and the additions are shown in bold. The list has been written so that the properties are listed in a clockwise order and can be followed by walking around the perimeter of the Green starting at Beauforts.
- 2.4 Red Lodge is on the list but is currently under redevelopment.
- 2.5 In future an annual survey of properties will be undertaken to ensure the list is maintained up to date.
- 2.6 Subject to any comments the Committee may wish to make, the Officers will submit the revisions to the Crown for approval.

(FOR INFORMATION)

Background Papers

Letters received suggesting additions on file 66.21

5. PLAY AREA – POTENTIAL LOCATIONS (DAL)

At its last meeting, the Committee asked that potential locations for a new play area in Englefield Green, on and off the Green, be considered and that the feasibility of these and the resource implications be reported at this meeting.

Officers have considered seven potential locations, two of which are on the Green, and therefore within the remit of this Committee. The findings are set out in the table at Appendix 'C'

The conclusion is that there are no suitable locations for a new play area on the Green itself and that Kings Lane open space may be considered suitable, subject to the issues set out in the table being resolved.

A major consideration is that no funding has been made available in Council budgets for new play areas anywhere in the Borough and that external funding is harder to obtain than it once was. An example being the Play Builder funding which was available and has now been withdrawn by Government.

OFFICERS' RECOMMENDATION that -

The work undertaken be reported to Leisure and Environment Committee with a suggestion that further work be undertaken to assess the suitability of Kings Lane open space as a location for a new play area when funding becomes available.

(TO RESOLVE)

Background Papers

None

6. EVENTS (DAL)

a) Carters Steam Fair

This Committee authorised Officers to grant Carters Steam Fair permission to set up on the Green between 28 September and the 5 October, the fair to be open to the public on Saturday the 2nd and Sunday the 3rd only.

Carters arrived on the Green on 28 September as expected. Their arrival was followed by several days of very heavy rain and the weekend that they were operational was also mostly wet. As a result Carters made contact with Officers on the Sunday, concerned that damage would be done to the Green if they tried to move off while the ground was wet. On the Monday the Chairman was consulted and the views of Committee members, the Honorary Wardens and residents adjacent to the Green were sought. The consensus was that extending Carters stay until Tuesday 12th October and allowing them to open again on Saturday 9th and Sunday 10th was the best course of action as it would reduce the risk of vehicles damaging the Green, and would also result in an additional fee being payable to the Council. The Director of Administration and Leisure in consultation with the Chairman agreed to this course of action and an SO42 confirming this decision is reported in this agenda.

A post event inspection on Tuesday 12th October revealed some surface damage to the Green and adjacent verges (where the public had parked) which would need to be put right by Carters, or by the Council using the ground deposit. A verbal update on the repairs will be given at the meeting.

Issues relating to parking in Bishopsgate Road in previous years, which had been raised at a previous meeting, were discussed with Carters prior to their arrival and they deployed traffic cones along this road to deter parking. Possibly as a consequence of this, there was some parking on surrounding verges this year resulting in the damage mentioned above.

Concern was expressed about the number of advertising signs initially erected on the Green by Carters and Officers asked them to remove a significant number of these, which they did.

b) Fairs in future years

The Council has been approached by another funfair operator interested in holding a fair on the Green in the future. They are interested in taking the early summer slot that Beach's fair used to Occupy. Officers are therefore seeking the Committee's view as to whether or not a second fun fair on the Green is desirable. If so, there would be no compulsion to go with this operator and

Officers could seek interest from others and report back with recommendations to a future meeting. Members may wish to note that when discussing the loss of Beach's Fair in February 2009 the Committee felt that as the Village Fair was a growing event it would be a suitable alternative for those who usually visited Beach's. There is also concern about the long term damage the fairs are likely to be causing to the soil structure through repeated compaction and the costs of alleviating this. Members may wish to consider continuing with one fair only and alternating its position on the Green to minimise compaction in a particular area. More details on this compaction issue will be provided at the meeting for consideration.

c) Englefield Green Village Fair

This established event took place on the 19 June and EGVRA report that it went well despite some cold weather. They had some 90 stalls which attracted large numbers of visitors.

Currently EGVRA apply to the Council each year for permission to hold that year's fair. They have asked whether they could be granted ongoing permission to use the Green on the third Saturday of June each year for the next few years. This would give them more confidence in planning for future events and reduce their administration. Should the Committee be minded to approve this, Officers suggest an agreement of between 3 and 5 years.

d) ROAR sessions

The Council's Leisure Development team ran 9 sessions on the Green under the Runnymede Open Access Recreation (ROAR) scheme between June and August. The sessions provided opportunities to take part in sports and games, arts and crafts, circus skills, fire pit cooking and soft play amongst other activities. There were a total of 161 attendances and 81 new children taking part.

e) Partnership Action Day

On the 2nd June a Partnership Action Day event was held on the Green. This was led by the Joint Action Group and representatives from Safer Runnymede, Leisure Services, Runnymede DSO, Surrey County Council, Surrey Police and others gathered on the Green to give local residents the opportunity to talk to them about local issues and to find out about services offered. Users of the Green were also encouraged to help with a litter pick of the area and several bags of litter were collected.

f) Parking issues related to events

Honorary Wardens report continuing problems with traffic and parking around the Green, often related to events. The roads across the Green (except that to the rear of the pavilion and that which leads to Crown Lodge) are designated as Highway and therefore maintained and managed by the County Council. It is suggested that a proposal for a one way system around the Green previously considered in 2003 be reconsidered and resubmitted to the County Council. Previous correspondence on this, including a brief description of the problem and the proposed solution, is attached at 'Appendix D'

OFFICERS' RECOMMENDATION that –

- i) the Committee consider the future management of fairs on the Green and instruct Officers accordingly;**
- ii) Members consider whether the proposal for one way traffic around the Green be resubmitted to the County Council; and**
- ii) Officers be authorised to grant the Englefield Green Village Residents Association permission to hold the annual Village Fair on the Green for a number of years determined by the Committee**

(TO RESOLVE)

Background Papers

None

7. THE CRICKET SQUARE (DAL)

1. **Purpose of Report**

1.1 **To advise the Committee on the legal position regarding the posts around the cricket square**

1.2 **To inform the Committee on the current position regarding the replacement of the present post and chains surrounding the cricket square**

2. **Report**

2.1 At its meeting in June 2010 the Committee requested a report on the legal position regarding the posts around the cricket square.

2.2 The Council has managed the Green under a Scheme of Management made pursuant to the Commons Act 1899 approved by Order of the Minister of Agriculture, Fisheries and Food on 28 June 1985

2.3 The Scheme of Management paragraph 7 permits the "Council to set apart for games any portion or portions of the common as they may consider expedient and may form grounds thereon for cricket and may allow such grounds to be temporarily enclosed with an open fence, so as to prevent cattle and horses from straying thereon; but such grounds shall not be so numerous or extensive as to affect prejudicially the enjoyment of the common as an open space or the lawful exercise of any right of common."

2.4 The posts and chains around the cricket square are permitted under paragraph 7 above as they form part of the area set apart for the playing of cricket. This area is not so extensive as to interfere with any person's enjoyment of the Green as the cricket square forms a small part of the whole Green. The post and chains do not exclude persons from using the Green as persons can step over or go under the chains to retrieve balls, dogs etc.

2.5 The posts and chain are not considered a 'structure' for which the Council would need to seek the Crown's consent. The cricket square has been roped off for many years and the current posts were a replacement for the pin and ropes used previously. As no licence was required under the lease no Committee authority is required. The Committee has delegated to Officers powers which inter alia relate to grounds maintenance issues such as grass cutting, litter clearance and replacement of existing furniture and fittings including the posts and chains around the square.

2.6 The current posts and chains will soon need replacement as they are beginning to deteriorate. Officers have considered the various options available and taking into consideration the present economic constraints have taken the operational decision to use rope and pins to protect the cricket square. These were used previously without objection.

(FOR INFORMATION)

Background Papers

None

8. ENGLEFIELD GREEN CRICKET CLUB – LICENCE (DAL)

1. **Purpose of Report**

1.1 **To update the Committee on the current position regarding the grant of the Licence to the Englefield Green Cricket Club and to seek approval for the proposed actions**

2. **Report**

2.1 At its meeting in June 2007 the Committee resolved that the Director of Administration and Leisure be authorised to grant Englefield Green Cricket Club a 3 year licence for the use of the Pavilion and cricket pitch and to settle its terms in accordance with the framework set out in the report and the licence to include provision for the Englefield Green Cricket Club to take

up the option of a 28 year lease of the pavilion and the area set out for playing cricket including the cricket square and the outfield ('the cricket pitch')

- 2.2 Following the findings, comments and conclusion of the Inspector made in the Application Decision dated 9 April 2010 regarding the play area concern has been expressed as to the Council's authority to include the cricket pitch in any lease granted to the cricket club
- 2.3 In the circumstances Officers believe the best way forward is to revert to the previous position whereby a lease is granted to the cricket club for the pavilion and there is a separate licence for the use of the cricket pitch for 60 matches a year.
- 2.4 The cricket club had asked for an initial licence of 3 years of the pavilion and the cricket pitch with an option to take a lease for 28 years. The terms for the lease of the pavilion have been settled and the documentation can be amended to remove the cricket pitch from the lease.
- 2.5 The cricket club currently pay for the maintenance and upkeep of the cricket square. The cricket club also arranges for the marking out of the cricket square and the boundary.
- 2.6 In view of the cricket club's contribution to the maintenance of the cricket pitch it is not intended that a licence fee will be payable. Discussions will need to be held with the cricket club to agree the terms of the licence including any arrangements both financial and practical if other persons wish to use the cricket pitch
- 2.7 The cricket club would continue to seek the Committee's authority for any events on the Green

OFFICERS' RECOMMENDATION that –

- i) **The Director of Administration and Leisure be authorised to grant the Englefield Green Cricket Club a three year licence for the use of the pavilion on the terms set out in the report to the June 2007 meeting of this Committee including the option to grant a 28 year lease of the pavilion; and**
- ii) **The Director of Administration and Leisure be authorised to agree terms to grant the Englefield Green Cricket Club a licence to use the cricket pitch for 60 matches a year**

(TO RESOLVE)

Background Papers

None

9. MANAGEMENT AND MAINTENANCE OF THE GREEN (DAL)

Litter collection

At the last meeting Members discussed the frequency and timing of litter collection and requested a Monday collection if at all possible. This request was considered by the Officer responsible for the litter clearance team at the Council's Depot. However, the barrow beat operative for this area is deployed to Egham town centre on Mondays, as that is seen as the local priority. Currently this operative visits the Green on Wednesdays and with current resources there is no scope to alter that.

Ditch cutting

The frequency of ditch vegetation cutting was raised at the last meeting. This has now been increased from three times a year to seven times (once a month April to October)

Coopers Hill Lane parking

The new Honorary Warden, Mrs Lawson, has raised an issue relating to parking in an unofficial lay-by in Coopers Hill Lane, the location of which is indicated in the plan at 'Appendix E'. This has been created by repeated parking on the verge and the natural vegetation has been pushed back

and the ground eroded. There is concern that the drivers who park there are not only leaving litter behind, but are using the woods as a public toilet. In addition, some of the vehicles are reported to be large and cause a hazard as they take up some of the lane. Large logs were placed there to deter parking and these were effective for a while, but they were moved out of the way fairly quickly. Options for dealing with this issue, should the Committee feel it necessary, would include securely fixing larger logs in place, erecting a low timber barrier, erecting a short line of wooden posts. A physical barrier of any type may simply move the problem long the same piece of verge so signage directing drivers to the car park and toilets at the other end of Coopers Hill Lane may also be sensible.

OFFICERS' RECOMMENDATION that -

Members consider options for deterring parking on the verge in Coopers Hill Lane and instruct Officers accordingly.

(TO RESOLVE)

Background Papers

None

10. HONORARY WARDENS (DAL)

At the last meeting Members discussed the need to appoint a second Honorary Warden for the Green and authorised Officers to make an appointment in consultation with the Chairman and Vice-Chairman. Subsequently, Mrs Lisa Lawson, who lives in Coopers Hill Lane and regularly walks the Green and woodland and who was previously a residents representative on this Committee, made it known that she was prepared to take on the role. Mrs Lawson has now been appointed and has already provided the Council with several valuable reports and has removed litter from the Green on a number of occasions.

(FOR INFORMATION)

Background Papers

None

11. STANDING ORDER 42 – URGENT ACTION (DAL)

The following action has been taken after consultation with the Chairman of the Committee under Standing Order 42.

<u>Officer</u>	<u>Action Taken</u>	<u>Central Index No.</u>
Director of Administration and Leisure	To grant permission for Carters Steam Fair to extend their stay on Englefield Green thus avoiding heavy vehicle movements over wet and soft ground.	728

(FOR INFORMATION)

Background Papers

SO42 Proforma dated 04.10.10.

12. EXCLUSION OF PRESS AND PUBLIC

If the Committee is minded to consider any of the foregoing reports in private session, 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 reports in question would be likely to involve disclosure of exempt information of the description specified in the appropriate paragraphs 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

(No reports to be considered under this heading)

b) Confidential Information

(No reports to be considered under this heading)