

Runnymede Borough CouncilCHERTSEY MEADS MANAGEMENT LIAISON GROUP11 March 2008 at 7.30 p.m.Members of the
Group present:

Councillor C J Norman	Runnymede Borough Council
Mrs J Boater	Sustrans
Mr P H Brown	Honorary Warden/Residents' representative (Hamm Court)
Mr C Boyde	Chertsey Agricultural Association
Mr H W Evans	Surrey Bird Club
Mrs F Harmer	Honorary Warden
Mrs H Lane	Surrey Wildlife Trust
Mrs C Longman	Residents' representative (Mead Lane)
Mrs M Nichols	Chertsey Society
Councillor Mrs J Norman	Runnymede Borough Council
Ms S Thorne	Honorary Warden
Mr D Wheeler	Honorary Warden/ Residents' representative (Chertsey Meads)

Members of the
Group absent:

Mr D S Cooper	Residents' Representative (Mead Lane)
Miss M Cork	Chertsey Society
Mr D Cotty	Residents' Representative (Chertsey Meads)
Miss I Girvan	Surrey Wildlife Trust
Mr and Mrs Lake	Chertsey Society
Mr D Mead	Chertsey Agricultural Association
Mr G Perrott	Local Dog Walkers Representative
Mr B Phillips	Surrey Botanical Society
Mr D Van Beesten	Environment Agency

Advisory members of
the Group present:

Mr R Taylor	Amenities Officer, Runnymede Borough Council
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Advisory members of
the Group absent:

Mr C Hunt	Head of Leisure Services
Mr P Winfield	Parks and Amenities Manager, Runnymede Borough Council

1. ELECTION OF CHAIRMAN

Councillor C.J. Norman was elected as Chairman to hold office until the March 2009 meeting of the Liaison Group.

2. MINUTES

The Minutes of the meeting held on 13 March 2007 were confirmed and signed as a correct record.

3. APOLOGIES FOR ABSENCE

Apologies were received from Mrs M Cork, Mr D Cotty, Ms I Girvan, Mrs F Harmer, Mr G Perrott, Mr B Phillips and Mr P Winfield.

4. MEMBERSHIP OF THE CHERTSEY MEADS MANAGEMENT LIAISON GROUP

Members noted the three vacancies on the Group. These were for an Invertebrates Expert, a member of the British Trust for Conservation Volunteers and Hamm Court Residents' Representative.

It was agreed to amend the Constitution of the Group to note the change of Mrs Boater's representation from that of Chertsey Alternative Transport Association, which was no more, to Sustrans representative.

In light of the fact that a number of members of the Group had not attended any meetings since their appointment it was agreed to approach them to ask if they still wanted to retain their membership or step down so that other interested parties could attend that wanted to. These membership changes would be done in consultation with the Chairman, Councillor C J Norman and relevant members of the Group.

Mr Brown had identified a possible replacement for Mr Ratcliffe to represent Hamm Court whom he agreed to contact, and details of another Mead Lane representative were produced at the meeting by Mr Wheeler and Mrs Longman to be followed up.

It was also suggested that residents in the Addlestone Moor/Clay Corner area be approached, subject to a suitable vacancy arising.

Members noted the departure of Mrs A Sheppard following the demise of Runnymede Riders and that a letter of thanks had been sent to her.

5. ENVIRONMENTAL STEWARDSHIP

The Group noted that although no application had been made to join the Environmental Stewardship scheme in 2007, the application would be made in July 2008, with the assistance of the Farming and Wildlife Advisory Group to whom it was requested a letter of thanks be sent.

The Group discussed the possibility of applying to AIR for funding to provide fencing around the grazing area. It was agreed to ask Mr Winfield to confirm whether this was part of the scheme.

ACTION

Miss Pinnock and others to action

Mr Brown to action
Miss Pinnock to action

Mr Winfield to action

Mr Winfield to confirm

6. PLAY AREA

ACTION

Members acknowledged the high usage of the new Play Area on the Meads and discussed whether it would be sensible and practical to install a surfaced footpath along Mead Lane on the approach to the play area.

Some members were most opposed to the idea on the following grounds:

- it would further urbanise the Meads,
- there was an alternative safer route to the play area,
- the expense would outweigh the benefits,
- that the real problem were the road humps which could be made smoother
- the vegetation could be cut back to provide better sight lines
- would raise further access issues if providing a footpath to the play area it could lead to requests for access onto the Meads themselves
- it would mean removing hedging, blackberry bushes and the steep mound on the approach
- the footpath would be too narrow to be of any benefit to people using pushchairs or wheelchairs, who would still use the road

Other members thought it would complete the development nicely to provide a footpath, if practical to do so, and that a footpath would afford more safety to residents going to and from the play area.

The Group voted on the proposal to give in principle approval to provide a footpath from the existing footpath on the approach to the play area subject to Officers assessing its feasibility and alternatives – for example changing the full road width humps to ones with gaps that pushchairs etc could negotiate more easily.

There were five in favour, three against and three abstentions.

On that basis the in principle agreement was approved, and the footpath would be added to the Management Plan for implementation, subject to a feasibility study (to include an assessment of the Council's duties under the Disability Discrimination Act), being undertaken and the findings discussed in consultation with the Chairman, and if feasible, when funds available.

Mr Winfield to action

On a related issue, Mr Wheeler expressed concern that loose chippings from the gravel surround were infiltrating the safe matting, which could present a risk to the children. It was agreed to consolidate the area.

Mr Taylor to action

7. BOARDWALK

Although some concern was expressed about potential damage and encroachment on the reed beds if access were made too easy, Members approved the proposal to construct a boardwalk across the established desire route thereon, as identified on the plan attached to the Agenda report.

It was agreed to source the material and funding thereto in consultation with Surrey Wildlife Trust and AIR; Mrs Lane's suggestion that recycled plastic, simulating wood, as used at Winkworth Arboretum, was considered a very good idea.

Mr Winfield to action

8. CHERTSEY MEADS MANAGEMENT PLAN

It was agreed that item 6 (the footpath) was in abeyance pending a feasibility and costings report, and that the Boardwalk could be added to the Plan.

Action

Mr Winfield to action

9. LITTER CLEARANCE

Although general levels of litter were not considered excessive there were pockets where it was a real problem, identified by members of the Group as on the borders with the football club, alongside the Bourne by Brackendene, and where Philip Southcote School premises adjoined the Meads. It was also noted that people had a tendency to dump their hedge clippings on the Meads rather than participate in the Council's Green Waste Collection Service.

The practicalities of clearing rubbish from the river Bourne were discussed, notwithstanding that as riparian owners, the Council had a duty to keep the area clean in partnership with the local Flood Forum. It was agreed that the Council's drainage engineers be advised of the urgency of the matter.

Mr Winfield to advise Mr Godden accordingly.

It was agreed to hold the annual spring clean on the Meads on Sunday 13 April, from 10 a.m. to 12.30 p.m., meeting in the first car park.

Miss Pinnock to produce poster and press release

Mr Wheeler kindly volunteered to help distribute invitations and posters to local residents with Mrs Longman.

Ms Thorne intended to bring some of the students from St George's College to help which was welcomed and it was agreed that Abbey Rangers' Brackendene Motorcycle Riders Club and local Scout groups be invited to participate again this year.

Mr Winfield to action

10. IMPROVEMENTS AND REPAIRS

Height Barriers and Car Parks

The Group were pleased that problems with the barrier seemed to have eased, although the road humps themselves were a little harsh in gradient and surface covering, particularly for older vehicles. This was balanced by the benefits the humps gave to protect cyclists and pedestrians from speeding vehicles such as 4x4s.

New Footbridge

The arrival of a new footbridge over the River Bourne in the summer was welcomed.

Chertsey Bridge Wharf – Section 106 agreement

Members were pleased with the monies derived from the Section 106 agreement connected with the Chertsey Bridge Wharf development. These had gone towards replacement of rotten railway sleepers (£2,000) and the Farming and Wildlife Advisory's Group's assistance with the Environmental Stewardship application (£2,500). Members learned that it might be possible to recover up to £1,000 from the scheme which could then be used for planting new trees alongside the road.

Members were advised that Planning Infrastructure contributions would

<p>be replacing Section 106 agreements from 1 April 2008. This meant that all units of a development could attract a contribution from the developer. However, the contribution would have to be utilised in relation to the development.</p>	<p><u>Action</u></p>
<p>11. <u>EVENTS</u></p>	
<p><u>Chertsey Show</u> The Chertsey Agricultural Association's Annual show would take place on 9 – 10 August.</p>	
<p><u>Geocaching</u> Much concern was raised about an activity over which the Council, or the organiser, would have no control, and which being internet based might attract vast numbers of people to the Meads, potentially causing a disturbance, damage, and possible contamination of the land, thus affecting the SSSI status of the area.</p>	<p>Mr Winfield to advise the applicant accordingly</p>
<p>The Group agreed that geocaching was not an appropriate or desirable activity for the Meads.</p>	
<p>12. <u>REPORTS FROM HONORARY WARDENS</u></p>	
<ul style="list-style-type: none"> • Mr Brown reported that the drainage ditch at Hamm Court had again become filled with silt and other debris. It was agreed that Mr Taylor would investigate the matter further. • Ms Thorne reported a number of productive trips to the Meads from students at St George's College which made a positive contribution to their Ecological Studies. They planned another visit on 24 June 2008. It was confirmed that other schools had used the Meads in a similar way in the past. • The Chairman requested that Mr Taylor and Ms Thorne made an assessment of some of the overhanging trees on the St George's College side for safety. 	<p>Mr Taylor to action</p> <p>Mr Taylor to action</p>
<p>13. <u>SITE VISIT</u></p>	
<p>A date of Wednesday 18 June at 7 p.m. was settled upon for the annual Site Visit to be led by Barry Phillips and Hugh Evans.</p>	<p>Miss Pinnock to arrange</p>
<p>14. <u>ANY OTHER BUSINESS</u></p>	
<ul style="list-style-type: none"> • The National Grid had notified the Council of their intention, through EDF Energy to carry out works to two pylons on the Meads. A temporary roadway would be laid across the Meads between the access gates and the pylons in question. There would be up to 30 contractors on site at any one time who would require toilets and a mess room. Security staff would also be on site 24 hours a day. The Group was concerned at potential damage to the Meads from the temporary road, noting that the access could not be prevented owing to a rights of access agreement dating back to the 1950s. It was understood that the local contractor was very reasonable and keen to minimise disruption and/or damage. It was agreed that an early site meeting be arranged with the Chairman, Mr Boyde, Mrs Lane and other relevant members to finalise details of timing of the work, materials to be used and the roadway and access routes. 	<p>Mr Winfield to action</p>

Action

- Progress with the Enforcement action in respect of the Traylens Site was sought and Members were assured that it was coming to a conclusion after more than 18 months work on the issue.
- Mrs Boater requested that consideration be given to providing more information on the National Cycle Network as it traversed the Meads. She agreed to adapt an existing poster if provided to her. It was agreed the cost of displaying additional information, including the Sustrans Route 4 notice could be minimal if assimilated with the AIR funding application (feasibility to be discussed between relevant parties) and would benefit cyclists and pedestrian visitors to the Meads if its location were chosen widely in consultation with Officers. Mrs Boater did not think that Sustrans would have unearmarked resources to make a contribution.
- Some members had noticed horses using parts of the Meads that they were not authorised to do. It was acknowledged there could be up to 30 possible places from which the horses emanated locally. Mr Brown agreed to arrange for a warning notice to be put on the Hamm Court residents' website and Mr Taylor to put up some warning notices at the relevant access points of the Meads.

Mr Taylor and Mrs Boater to action

Mr Taylor to action

15. **DATE OF 2009 MEETING**

It was agreed that the next meeting of the Group would be held at 7.30 p.m. on Tuesday 10 March 2009.

Miss Pinnock to arrange

Subsequently changed to Tuesday 3 March 2009 owing to meeting of Full Council being on Tuesday 10 March.

Chairman

(The meeting ended at 9 p.m.)

Runnymede Borough CouncilRUNNYMEDE ARTS DEVELOPMENT STEERING GROUPTuesday 8 April at 7.30 p.m.Members of the
Group present:

Mr G. Leon-Smith (Chairman)	Addlestone and District Chamber of Commerce
Mrs M. Roberts (Vice-Chairman)	Egham Rotary Club
Mrs D. Chadburn/Mr R. Davies	Runnymede Association of Arts
Councillor A.J. Davis	Runnymede Borough Council
Mrs S. Playfoot	Schools Confederation (Chertsey)
Mrs G. Smithies	Arts, Craft, Drama Discipline
Mr V. Spink	Chertsey Chamber of Commerce
Mrs K. Young	Strode's College

Members of the
Group absent:

Mr P.E. Anderson	Runnymede Association of Arts
Mr G. Balch/ Mr D. Gould	Jubilee High School
Mr G. Bollands	Schools Confederation (North)
Councillor Miss M.N. Heath	Runnymede Borough Council
Miss A. Forrester	Surrey County Arts

Those attending in an advisory/observers capacity:

Mr C. Hunt	Head of Leisure Services Runnymede Borough Council
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Renata de Groot and Liam Kerrigan attended the meeting in order to present their funding application from Royal Holloway Drama Society and Sue Playfoot gave some background information on the application from Meadowcroft Infant school but they left the room prior to the discussion thereon.

Action1. MINUTES

The Minutes of the meeting held on 13 February 2008 were confirmed and signed as a correct record.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Rachel Barnett, Geraldine Dowle (applicants for funding), Peter Anderson, Graham Bollands, Councillor Miss Marisa Heath and Aimee Forrester.

3. BUDGET SUMMARY

Members noted that the base budget for 2008/09 was £7,000 which included £500 for printing the Group's Annual Report.

The budget summary attached at Annex '1' shows the awards that were recommended for funding at the meeting.

4. APPLICATIONS FOR FUNDING

Action

The personal and prejudicial interest of Sue Playfoot in the first application was noted and she left the room during discussion of this item.

i) **Meadowcroft Community Infant School – African Week**

The Group considered an application from Meadowcroft Community Infant school for a contribution towards its week long celebration of African cultural and leisure activities; including dance, story telling, music, cookery and art. The event would include the whole school, culminating in a special school assembly in which children and their parents would be invited to participate. The event also contributed towards delivery of the visual arts in the National Curriculum.

Although this was not the first event of its kind, it was the first time that financial assistance had been requested.

The Steering group gave this project their full support, being multi-cultural and arts based, inclusive and fun. Some members had personal knowledge of some of the activities which the children would be enjoying while others had undertaken some research into 'Heritage Ceramics', the event providers, discovering they had a comprehensive evaluation form which they ask participants to complete.

It was agreed to ask the school for a copy of the evaluation forms completed by both the school and the children after the event had taken place.

The Group was happy to support the event by recommending the sum of £170 (which was the full amount requested).

Chris Hunt
determine the
application and
inform the
applicant

ii) **Royal Holloway Drama Society**

The Producer and Director were able to attend the meeting, giving a detailed and enthusiastic presentation to support their application for funding in connection with the Summer Quad production of 'Volpone'.

The students intended to present the play in an imaginative and innovative way, with circus type performers, ribboners and dance involving 29 cast members.

As well as performing at the college, it was planned to do a special performance at Manor Farm Day Centre in Egham, as they had done so with a previous show at Queen Elizabeth House Day Centre in Englefield Green before it closed.

The students were also arranging some drama workshops at Egham Youth Centre and Bishopsgate school, and were happy to approach some state primary schools too and in a wider area than the vicinity of the college time and resources permitting.

Members of the Group were pleased that the applicants had responded to previous advice to the Drama Society to widen their publicity, but were still disappointed that the Student Union didn't appear to offer the society as much support as they needed in terms of retention of profits from the production rather than ploughing them back into the general student union pot.

Sue Playfoot expressed interest in sending a group of school children with the Chertsey partnership to the dress rehearsal and would contact the applicants independently.

The Steering Group considered 'Volpone' a good choice of play, and accessible for the modern audience, particularly given the imaginative way in which the drama society intended to stage it.

It was agreed to recommend funding of £300 and to provide the Drama Society with contact details for using the Council notice boards.

iii) This is not a Play – Peut-être Theatre

Members considered an application for funding a two-fold project. Firstly, a workshop and performance of 'This is not a Play' within a primary school in Runnymede by the Peut-être Theatre and secondly to cover part of the costs of Rachel Barnett, a local professional playwright and theatre maker who would be delivering the workshop.

Members learned that 'This is not a Play' was an adaptation of some short stories which the French absurdist, Ionesco, wrote for his daughter – aimed therefore at children aged 3-8 years, ideal for the planned events, which were also going to be touring different venues in Surrey and elsewhere in the South East.

The Steering Group thought the project had merit but considered it would only be appropriate to recommend funding if definite confirmation of a workshop taking place in a Runnymede school could be obtained. Members were also advised that the normal cost of having a visit of this kind, with professional input, cost more in the region of £250 -£300. It was also noted that a significant level of funding had already been secured from the Arts Council.

On this basis it was agreed to support the project in the sum of £250 and the Group wished the applicant well.

Action

Sue Playfoot to action

Chris Hunt to determine the application and inform the applicant

Chris Hunt to determine the application and inform the applicant

5. ANNUAL REPORT 2007/08

The 2007/08 Annual Report of the Steering Group was distributed (with copies to be sent to local libraries, members not able to attend the meeting, applicants and other interested parties). It was noted that a saving had been made on printing the report which would be directed to the Youth Festival taking place later in the year.

6. EQUALITIES MONITORING

Members were advised that the Council's Equalities workshop had received a copy of an Equalities Impact Assessment on access to funding opportunities and information from the Steering Group prepared by Officers for their consideration. The workshop had recommended that in line with other grant making bodies such as the Arts Council, the Steering Group application forms should be accompanied by an Equalities Monitoring form for applicants to complete if they wished.

It was agreed that it was inappropriate for members of the Steering Group to see these forms and that the information gathered would be collated for statistical purposes only.

Members approved the Equalities Monitoring forms accordingly.

7: ANY OTHER BUSINESS

Margaret Roberts (Vice-Chairman) thanked Grahame Leon-Smith for his many years of loyal service as Chairman of the Group. Grahame replied that he had enjoyed the last eight years as Chairman, recalling that the Steering Group had been set up by the Leisure and Environment Committee because Members wanted arts related matters to be dealt with by a sub-committee, and chaired by a non-Councillor, rather than it being subsumed by other Council business.

It was agreed that many good projects had been supported over the years, but that the extent of assistance was limited by reduced funding coupled by an increase in demand from applicants.

Bob Davies wished to record his apologies for absence for the next meeting on 1 July.

8. DATES OF MEETINGS FOR MUNICIPAL YEAR 2008/09

Members noted the following dates for meetings in the next Municipal Year 2008/09:-

Tuesday 1 July 2008
 Tuesday 30 September 2008
 Tuesday 3 February 2009
 Tuesday 7 April 2009

These would take place at 7.30 p.m. in the Council Chamber at the Civic Centre, Addlestone.

Chairman

The meeting ended at 8.26 p.m.

1 July 2008

B. Anon e/Man

Arts Development Steering Group - 8 April 2008

Base budget 2008/09	£6,500
Total Funds available for 2008/09	£6,500
Committed projects	
Meadowcroft Community Infant School African Week	-£170
Royal Holloway Drama Society	-£300
This is not a Play - Peut-être Theatre	-£250
Balance	£5,780