

Runnymede Borough Council

ENGLEFIELD GREEN COMMITTEE

Wednesday, 25 February 2004 at 7.00 p.m.

at the Jurgen Centre, Harvest Road, Englefield Green



Members of the Committee

Councillors H.W.V. Meares (Chairman), J.E. Haas, Miss M.N. Heath, Mrs. C.Y. Jones, N. Thewlis and K.J.T. Walmsley.

Residents' Representatives: A.E. Panter (Vice-Chairman) and Mrs. M.E.J. Bairstow

AGENDA

Notes:

- i) 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.
- ii) 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 **Mr. G. Marson, Committee Section, Administration and Leisure Department, Civic Offices, Station Road, Addlestone (Tel. 01932 425625). (Email: gary.marson@runnymede.gov.uk).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please telephone Mr. B.A. Fleckney on 01932 425620.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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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
- 12. TELECOMMUNICATIONS FACILITIES (*To follow*)
- 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 26 November 2003 (attached at Appendix 'A').

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTERESTS

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. DELEGATION ARRANGEMENTS (DAL)

(Ref: Minutes of Englefield Green Committee, November 2003, page 1071, para. 529)

1. Purpose of Report

1.1 This report reviews the functions exercisable by Officers in respect of the management and maintenance of the Green and proposes the formalisation of the delegation arrangements.

2. Background Information

2.1 The Crown Lease, granted in 1955, stipulates that the management and control of the Green and the exercise and performance of all the Council's powers and duties as lessees shall be vested in the Englefield Green Committee. There is nothing in the lease to prevent the delegation of some or all of these functions to Officers. Accordingly the current Scheme of Delegation as set out in the Council's constitution, has effect.

2.2 In practical terms it is necessary for Officers to have some measure of delegation in order to deal efficiently with the day to day management of the Green. The general powers contained in the Scheme of Delegation authorise them, inter alia, to do all things necessary to manage and maintain the Authority's property in accordance with the law and prevailing Council policy, and to exercise any power or duty of the Council to take action for the safety, health or protection of people or property. In addition, Officers are also specifically empowered to undertake improvements to leisure facilities up to a cost of £10,000.

2.3 These arrangements and their predecessors have worked satisfactorily for many years and Officers have been careful to refer to Committee issues which are considered to be significant or of political or public interest. Members will recall, however, discussion at the previous meeting, in November 2003, concerning the approval by Officers of a request for the installation of a memorial bench on the Green. It was requested at that time that all matters of a similar nature should in future be reported to the Committee. For the avoidance of doubt, and to assist Officers in the discharge of their duties, it is therefore suggested that consideration now be given to defining any special limits of Officer delegation in respect of the Committee's functions.

3. Report

3.1 The following routine management and maintenance functions are considered to be most appropriately dealt with at Officer level;

- Grounds maintenance issues (such as grass cutting, litter clearance and road repairs)
- Replacement of existing furniture and fittings (Bins, signage, benches, etc.)
- The erection of new small scale signage

- Play equipment maintenance
 - Tree and woodland management
 - Routine maintenance and repairs
- 3.2 Decisions on all other matters within the remit of the Crown Lease, including the addition or removal of new features, changes affecting the layout or pattern of use of the Green and events and organised activities would more suitably be reserved to the Committee. In instances where a decision cannot reasonably be delayed until the next meeting, Officers are already empowered, by virtue of the Council's Standing Orders, to take the necessary action with the agreement of the Chairman or, in his or her absence, the Vice-Chairman.
- 3.3 The limitation of functions delegated to Officers on the lines proposed above would essentially merely serve to recognise existing practice. It would not entail any extension of Officer powers beyond those currently existing, nor would it prevent Officers from referring to the Committee those matters which were within their powers but considered to be of political or public interest. The appropriate amendment to the Scheme of Delegation can be made at the next annual review of the Council's Constitution, which is due to take place prior to the commencement of the 2004/05 Municipal Year.

OFFICERS RECOMMENDATION that -

the Corporate Management Committee be requested to limit the powers delegated to Officers as set out in paragraph 3.1 above in the draft Constitution for the 2004/05 Municipal Year.

(TO RESOLVE)

Background Papers

E-mails from Director of Administration and Leisure and Parks and Amenities Manager dated 1 December 2003 and 5 February 2004 respectively.

5. KINGS LANE/SUMMER PLAY FACILITIES ON THE GREEN (DAL)
(Ref: Minutes of Englefield Green Committee, November 2003, page 1069, para. 525)

At its last meeting the Committee asked that the Leisure and Environment Committee consider improvements to the facilities at Kings Lane open space with particular emphasis on facilities for young children. Due to long term sickness in the Leisure Services Division it has not yet been possible to take a report to the Committee on this matter.

Kings Lane Open Space is 8.4 acres in size and most of the site is leased to Egham Rugby Union Club. However, the small area which remains available for Council use has recently been developed to provide facilities for older children and teenagers. Facilities provided include a multi-use games area, a skate ramp and a BMX track. There are currently plans to add to these with the introduction of a climbing boulder. All of this equipment is specifically targeted at teenagers and takes up most of the remaining land. Taking this into account, together with the age of rugby club members, and the remote and hidden nature of the site, Officers do not consider Kings Lane to be suitable for the development of facilities for younger children. (The plan at Appendix 'B' shows the extent of the area which is leased to the Rugby Club and indicates the layout of the equipment for teenagers). By way of an alternative, the Committee is therefore asked to consider what facilities it might like to provide for children during the school summer holidays on the Green itself.

THE COMMITTEE IS ASKED TO -

consider the provision of play facilities on the Green for young children during the school summer holidays.

(TO RESOLVE)

Background Papers

None stated

6. TRAVELLER INCURSION PROTECTION MEASURES (DAL)
(Ref: Minutes of Englefield Green Committee, February 2003, page 1085, para. 651)

The previously approved works to the Green designed to deter traveller and other vehicular incursions are now complete. On inspection it has become apparent that there is now a need to improve access onto the Green by introducing two small pedestrian bridges over the reformed ditches. Officers suggest that these be constructed of recycled railway sleepers, coated with chicken wire to provide an anti-slip surface. This is a design that has been successfully used elsewhere in the Borough. It is suggested that there be one such bridge between the cricket pitch and the lay-by and another on the St Jude's Road side opposite the top of Middle Hill. A plan at Appendix 'C' indicates the suggested locations and a sketch of the design is attached at Appendix 'D'.

OFFICERS' RECOMMENDATION that -

subject to the approval of the Crown Estate, footbridges be installed at the locations indicated at Appendix 'C'.

(TO RESOLVE)

Background Papers

None stated

7. EVENTS ON THE GREEN (DAL)

As Members are aware, both Beach's Funfair and Carters Steam Fair are staged on the Green each year. The respective three year agreements between the operators and the Council are due to expire following the events this summer and it is suggested that new agreements be negotiated, subject to the 2004 fairs being staged to the satisfaction of Officers. Arrangements have been made for Beach's to use the Green between 17 - 23 May and Carters from 14 - 15 August, the latter being a month earlier than usual.

The Englefield Green Village Residents Association has been granted permission to use the Green for its Village Fair on 19 June.

OFFICERS' RECOMMENDATION that -

the Valuer to the Council be instructed to negotiate and conclude terms with J Beach and Sons and Carters Steam Fair for the annual use of the Green for funfairs for a further three year period, subject to the 2004 events being staged to the satisfaction of the Director of Administration and Leisure.

(TO RESOLVE)

Background Papers

None stated

8. INTERPRETATION BOARD (DAL)

A final draft of the new Englefield Green interpretation board will be available at the meeting together with pictures of the different types of housings on which it could be displayed. Members are asked to comment on which format they consider to be most appropriate for the Green, bearing in mind the needs of all visitors including the young, the elderly and the disabled. Members are also asked to consider where they would like the interpretation board located on the Green.

THE COMMITTEE IS ASKED TO -

determine the appropriate housings and location of the proposed interpretation board.

(TO RESOLVE)

Background Papers

None stated

9. HONORARY WARDEN'S REPORT

Mr P Winkworth, one of the Honorary Wardens, has submitted the following suggestions for consideration by the Committee:

- i) A sign be erected indicating the presence of the parking bays behind the play area. This could be incorporated with the existing 'Toilets' sign.
- ii) 'No Cycling on the Green' signs be erected, or fixed to low level brickwork, at the access point onto the Green opposite the end of Northcroft Road, as indicated on the plan at Appendix 'C'. The intention is to deter cyclists from cutting across the Green on their way to and from St Jude's Road.

Mr Winkworth has also expressed concern about the condition of the grass across the Green. Officers have agreed to look at this to determine whether any additional maintenance works are needed.

OFFICERS' RECOMMENDATION that -

- i) the existing public convenience signage be modified to also indicate the location of the parking bays behind the play area; and**
- ii) 'no cycling' signage be installed at the access point onto the Green opposite the end of Northcroft Road.**

(TO RESOLVE)

Background Papers

None stated

10. ENGLEFIELD GREEN PAVILION (DAL)

Ref: Minutes of Englefield Green Committee, December 2002, page 855, para. 475)

The purpose of this report is to advise Members of progress in relation to negotiations in respect of the surrender of the lease of the Englefield Green Pavilion and the grant of a new lease to the Trustees of the cricket club.

Officers are aware of the Committee's desire to see a resolution to this matter but have been unable to commit the necessary resources and hope to bring a full report to the next meeting of the Committee.

(FOR INFORMATION)

Background Papers

Relevant papers on Property Services File 81.15.184.

11. EXCLUSION OF PRESS AND PUBLIC

OFFICERS' RECOMMENDATION that -

the press and public be excluded from the meeting during discussion of the following report under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in paragraph 9 of Part I of Schedule 12A of the Act.

(TO RESOLVE)

PART II

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