

# Public Document Pack

Legal and Democratic Services



## NONSUCH PARK JOINT MANAGEMENT COMMITTEE

Thursday 28 June 2018 at 10.00 am

Nonsuch Park Mansion House

The members listed below are summoned to attend the Nonsuch Park Joint Management Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Jill Whitehead (Chairman)  
Councillor Jenny Batt  
Councillor Alex Clarke

Councillor Chris Frost  
Councillor Peter Geiringer  
Councillor Mike Teasdale

Yours sincerely

A handwritten signature in black ink, appearing to read "J.C. Belden".

Chief Executive

For further information, please contact or

### AGENDA

#### 1. ADJOURNMENT FOR PUBLIC SPEAKING (IF REQUIRED)

Prior to commencement of the meeting a period of 15 minutes will be put aside to allow members of the public who have pre-registered to do so, the opportunity to ask questions.

For further details, contact Sandra Dessent Democratic Services Officer, on 01372 732000.

#### 2. DECLARATIONS OF INTEREST

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

**3. MINUTES OF THE PREVIOUS MEETING**

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 29 May 2018.  
Add date of Minutes to be signed

**4. NONSUCH PARK JOINT MANAGEMENT COMMITTEE - FINAL ACCOUNTS 2017/18** (Pages 3 - 10)

The Committee is asked to receive and note the Nonsuch Park Joint Management Committee final accounts for the financial year 2017/2018.

**5. MAINTENANCE PLAN & PRIORITY WORKS 2018-2019** (Pages 11 - 20)

This report identifies the planned maintenance priority works for 018/19 and advises on the progress of outstanding works. The Committee is asked to note the contents of the report and give approval to proceed with the priority works.

**6. EVENTS IN THE PARK** (Pages 21 - 22)

The Committee is asked to note the current Events Calendar.

**7. PROGRESS REPORT** (Pages 23 - 26)

A report to inform the committee on the progress of items previously discussed, and the activities of the volunteer groups.

## **NONSUCH PARK JOINT MANAGEMENT COMMITTEE FINAL ACCOUNTS 2017/18**

**Head of Service/Contact:** Lee Duffy/Head of Financial Services  
**Annexes/Appendices (attached):** Annexe 1: Final Revenue Account 2017/18  
Annexe 2: Financial Statement 2017/18

**Other available papers (not attached):**

### **Report summary**

**This item presents the Joint Management Committee's final accounts for the financial year 2017/18**

### **Recommendation**

**That the final accounts for 2017/18 be received**

*Notes*

## **1 Background**

- 1.1 The final revenue account for the year ended 31 March 2018 is attached at Annexe 1. The revenue account compares income and expenditure for the year against the original budget. Annexe 2 contains the financial statements, which show the financial position at 31/03/2018.

## **2 Revenue account for 2017/18**

- 2.1 In overall terms, there was a surplus of £21,669 that will be transferred to the working balance. The following paragraphs detail the key variances that make up the net surplus:
- 2.2 Gross expenditure was £9.6k less than budgeted for the following main reasons:
- 2.2.1 The planned maintenance budget was £17.6k underspent because of works being delayed until May 2018. For full details, please see the planned maintenance report.
- 2.2.2 The provision for any management charges incurred by Sutton BC to support any capital bids remained unspent, creating a £5k underspend.

- 2.2.3 The external audit is no longer conducted by BDO leading to a £900 underspend. A change in legislation (Local Audit and Accountability Act 2014) deemed that joint committees are no longer required to have a separate external audit. Instead, they may be reviewed as part of the external audit of the funding authorities.
- 2.2.4 The maintenance of roads was overspent by £6.6k due to an increase in potholes in 17-18, along with £4.3k of surveyor fees for the Heritage Assessment Report and London Road Lodge: both had no budget but still needed completing.
- 2.2.5 At Mansion House, electricity was £4.4k over budget, although 41.5% of this has been recharged to Bovingdons. For the grounds, the water bill was £4k over-budget and electricity was £3k overspent.
- 2.2.6 The electricity overspends occurred because from 2014 to 2017, billing had been based on estimated usage. During 2017/18, billing was updated with actual meter readings, which were higher than the estimates, resulting in a one-off adjustment in 2017/18. Smart meters will soon be installed, which will ensure actuals are charged rather than estimates.
- 2.2.7 The water budget was overspent mainly due to a prior year under-accrual, as reported in October 2017. Utilities will be monitored regularly to ensure the correct amounts are billed.
- 2.3 Income was £13k higher than expected at £176,684 against a budget of £163,350. The variances contained within this are:
  - 2.3.1 An extra £18k income was achieved through the lease to Bovingdons Catering Ltd, of which £5k is towards structural repairs and has been transferred to the Repairs & Renewals Fund.
  - 2.3.2 £5k of windfall filming income was received and hire charges were £5k above budget owing to Classic Events. Neither of these activities were actively marketed and so no budget existed for them.
  - 2.3.3 The rent review of Nursery Lodge achieved rental income of £5k above budget.
  - 2.3.4 The only major shortfall of income was on the rental of flats; with one flat being empty leading to an adverse variance of £9.4k.

### **3 Nonsuch Reserves**

- 3.1 The Repair and Renewals fund has a balance of £21,749 after interest of £106 and Bovingdon's £5,157 contribution were added to it.
- 3.2 The working balance now sits at £155,956 after the 2017/18 surplus of £22k has been added to it.

**4 Conclusion**

- 4.1** Total reserves equate to £178k, which represents approximately 49% of the JMC's annual gross expenditure. These reserves are considered above the minimum threshold deemed adequate for the JMC's operations, which would be approximately £33,000 at 9% of gross expenditure.
  
- 4.2** A 2018/19 budget monitoring report will be prepared for the JMC later in the financial year.

This page is intentionally left blank

NONSUCH PARK JMC - 2017-18

2016/17 Outturn		2017/18 Original Budget	2017/18 Outturn	2017/18 Variance
£		£	£	
	<b>Expenditure</b>			
	<b>Grounds</b>			
3,863	Kier Engineer and fabric	3,800	3,948	148
2,743	NJMC Grounds/Building and M&E maintenance	800	1,580	780
0	Asbestos Surveys	1,070	0	-1,070
600	Electricity	1,000	4,120	3,120
1,816	Gas	1,200	980	-220
3,620	Council Tax	3,600	3,777	177
1,516	Water charges - metered	1,100	5,102	4,002
369	Maintenance of grounds	800	547	-253
0	Plants Seeds and fertiliser	500	0	-500
3,200	Emptying bins - recharge	3,200	3,200	0
14,880	Maintenance of roads	15,000	21,600	6,600
11,374	TM contract scheduled works recharges	12,300	11,551	-749
804	Petrol diesel & oil	3,500	951	-2,549
4,000	Purchase of plants	4,000	4,539	539
1,400	Transport insurance	1,400	960	-440
277	OP equipment & tools : R & M	2,200	270	-1,930
3,649	Hire of Bins	3,650	3,650	0
1,889	Purchase of memorials	6,000	4,046	-1,954
0	Surveyor's fees	0	4,380	4,380
119	General office expenses	0	488	488
580	Commercial tenanted prop	700	643	-57
22,000	Transport fleet SLA NJMC	22,000	22,000	0
1,995	Insurance recharges	1,900	1,978	78
<b>80,692</b>	<b>Sub-Total</b>	<b>89,720</b>	<b>100,310</b>	<b>10,590</b>
	<b>Mansion House</b>			
0	Asbestos Surveys	430	1,000	570
10,674	Kier Engineer and fabric	10,500	10,909	409
81,301	Building and M&E maintenance works	70,000	52,357	-17,643
9,984	Electricity	10,400	14,844	4,444
4,935	Gas	5,000	3,224	-1,776
1,485	Council Tax	1,500	1,549	49
2,787	Kier Cleaning Contract recharges	2,700	2,848	148
-5,763	Commercial tenanted property insurance	6,800	7,249	449
6,300	Insurance recharges	6,000	6,246	246
<b>111,703</b>	<b>Sub-Total</b>	<b>113,330</b>	<b>100,226</b>	<b>-13,104</b>
	<b>Central Expenses</b>			
26,000	Additional pension contribs	26,000	26,000	0
0	Clothing & uniforms	150	0	-150
165	General office expenses	1,500	385	-1,115
0	LB Sutton management charges	5,000	0	-5,000
800	External Audit	900	0	-900
255	Misc insurance	0	0	0
945	Insurance recharges	950	989	39
500	Internal audit recharges	500	506	6
93,840	OS SLA recovery Nonsuch	93,800	93,800	0
30,620	Management costs SLA recharge	31,600	31,600	0
<b>153,125</b>	<b>Sub-total</b>	<b>160,400</b>	<b>153,280</b>	<b>-7,120</b>
<b>345,520</b>	<b>Gross Expenditure</b>	<b>363,450</b>	<b>353,816</b>	<b>-9,634</b>
	<b>Income</b>			
-1,304	Miscellaneous income	-1,500	0	1,500
-4,500	Filming Income	0	-4,751	-4,751
-3,479	Memorial receipts	-6,500	-3,130	3,370
-90,000	Catering lettings	-90,000	-90,000	0
-17,422	Service charges	-19,000	-26,020	-7,020
-5,000	Service charges/Fixed char	0	-5,157	-5,157
0	Contribution to Repairs & Renewals Fund	0	5,157	5,157
-2,150	Licence to occupy	-2,150	-2,150	0
0	Insurance recovered	0	-5,594	-5,594
-1,315	NJMC service charges	-1,300	-1,315	-15
-862	Little Oaks Forest School insurance recovered	-900	-862	38
-7,167	Hire charges	-3,000	-8,000	-5,000
-9,716	Staff property rent (flat 2)	-9,800	-9,716	84
-11,063	Nursery Lodge	-7,800	-12,906	-5,106
-10,320	Rent of flats (1 and 3)	-19,800	-10,320	9,480
-1,939	Interest on balances	-1,600	-1,921	-321
<b>-166,235</b>	<b>Sub-Total</b>	<b>-163,350</b>	<b>-176,684</b>	<b>-13,334</b>
<b>179,285</b>	<b>Net Expenditure</b>	<b>200,100</b>	<b>177,131</b>	<b>-22,969</b>
	<b>Precepts:</b>			
-99,400	Precept to be levied on EEBC	-99,400	-99,400	0
-99,400	Precept to be levied on LB Sutton	-99,400	-99,400	0
<b>-198,800</b>	<b>Sub-Total</b>	<b>198,800</b>	<b>-198,800</b>	<b>-</b>
<b>-19,515</b>	<b>Surplus (-) / Deficit in Year</b>	<b>1,300</b>	<b>-21,669</b>	<b>-22,969</b>
114,772	Working Balance b/fwd. 1 April	134,287	134,287	
134,287	Working Balance c/fwd. 31 March	132,987	155,956	

This page is intentionally left blank

Financial Statements 2017/18

**NONSUCH PARK JOINT MANAGEMENT COMMITTEE  
REVENUE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018**

	2016/17 £'000	2017/18 £'000
Income:-		
Fees & Charges	35	47
Rents	130	133
Interest on Balances	2	2
London Borough of Sutton	99	99
Epsom & Ewell Borough Council	99	99
Other Contributions	0	0
	365	381
Expenditure:-		
Employees	26	26
Premises	159	148
Transport	2	2
Suppliers and Services	2	21
Support Services	156	157
	346	354
Surplus / (Deficit) for the year	20	27
Balance Brought Forward at 1 April	123	134
Adjustment to balances b/f re prior year error	(-9)	
<b>Balance Carried Forward at 31 March</b>	<b>134</b>	<b>161</b>

Financial Statements 2017/18

**NONSUCH PARK JOINT MANAGEMENT COMMITTEE  
BALANCE SHEET AS AT 31 MARCH 2018**

31 March 2017 £'000		31 March 2018 £'000
	<b>CURRENT ASSETS</b>	
154	Debtors (Epsom and Ewell B.C.)	178
154		178
	<b>LESS: CURRENT LIABILITIES</b>	
(4)	Creditors	0
<b>151</b>		<b>178</b>
	Financed By:-	
	<b>RESERVES</b>	
16	Repairs and Renewals	22
134	Revenue Balance	156
<b>151</b>		<b>178</b>

## **NONSUCH MAINTENANCE PLAN & PRIORITY WORKS 2018-2019**

Head of Service/Contact:

Mark Shepherd/Head of Property

Annexes/Appendices (attached):

Annexe 1 – Details of Priority Works 2018/19

Other available papers (not attached):

### **Report summary**

The report identifies the planned maintenance priority works for 2018-19 and advises progress of works

<b><u>Recommendation (s)</u></b>	<i>Notes</i>
(1) Requests authority to proceed with identified priority works for 2018-19	
(2) Asks committee to note current maintenance works, costs and Health & Safety issues.	

## **1 Background**

- 1.1 The committee have been provided with previous reports and updates on the priority works. These works have been identified as those which are essential to meet the requirements of the lease and health and safety obligations.
- 1.2 The following works are ongoing and were previously agreed at JMC maintenance plan update in June 2017
- 1.3 Details of start dates, costs and progress are included.
- 1.4 **Nonsuch Mansion House Fire Protection works** raised by Surrey Fire and Rescue
- 1.5 The investigation works in preparation of specification, have uncovered many issues with the area that the fire brigade requested to be fire rated.
- 1.6 In order to provide one hour fire protection to ceilings below flats, redundant pipework and electrical services, fire alarm sensors and fittings will need to be released and removed.

- 1.7 Discussions have been made with local planning conservation officer regarding the proposed works. These works fall under the planning requirement for listed building consent.
- 1.8 It was originally our intention to carry out the works quickly as possible due to the nature of the fire risk. This has unfortunately not been the case
- 1.9 The refurbishment and demolition asbestos survey has been carried out as required under asbestos regulations 2012. This revealed amosite asbestos around pipework and walls.
- 1.10 This is high risk and as such has to be removed before any further works can be carried out. Works orders have been placed and works are planned for end of April to remove and dispose of asbestos. The cost of these removal works is **£4300**
- 1.11 Listed building consent has been submitted for the works, this usually takes between 8-12 weeks for approval
- 1.12 The specification and tender documents are to be send out over the same period of time.
- 1.13 The projects team are anticipating a proposed start date on site for beginning of June.
- 1.14 After recalculating the costs and all measures and recommendations to satisfy listed building content, the original figure of £10,000 to be insufficient.
- 1.15 The works consist of:

Over boarding the first floor ceilings with double layer fire line plasterboard. Removal of redundant pipework at first floor level. Fireproof holes through walls in basement with appropriate fire stop products. Infilling doorway & window in basement area. Decoration of ceilings at first floor level. Infilling of door way at Ground Floor level including adjustment to pipework. Basement infilling of pipework. Removal and reinstatement of fire alarm/intruder alarm sensors and cabling & planning fees
- 1.16 The recalculated works estimate including removal is now believed to be in the region of **£30,000** this is subject to receipt of official tender prices.
- 1.17 **Asbestos in Flats** – asbestos re-inspections discovered asbestos in flats, old doors had to be removed and disposed off correctly. New fire doors fitted in place of old. Cost of works **£2740**

- 1.18 **General Window Repairs** and redecoration to high level windows at back of flats on museum side. The works order was placed prior to Christmas, but postponed due to adverse weather conditions. The works commenced beginning of May. Additional issues discovered with rotten windows and fascia's, Cost of works anticipated at **£20,000**
- 1.19 **Flooding to access road and outside children's nursery** the works were ordered prior to Christmas but have been unable to commence due to bad weather. Works started in May, although there is the requirement for an additional soakaway as issues have been discovered with connections from the Nursery (existing drains are blocked by roots). There will be 2 new soakaways installed in the yard adjacent to the nursery garden and one up by main access road. Cost of works **£19,000**
- 1.20 **Pathway between Nonsuch Mansion and Sparrow Farm Lodge** the first phase of works were completed to the two worst areas of pathway in September last year to give a rustic feel as requested by committee. This approach is cheaper than tarmac therefore more could be carried out. This has been received with mixed responses. Cost of works **£18,000**
- 1.21 It was our intention to carry out a second phase in 2018-19 but due to other priorities this may have to wait until we are confident funds are available.
- 1.22 At end of year it is anticipated that these ongoing works although planned will not be started before the end of the financial year and funding will need to be carried over in to 2018-19

## 2 Proposals

- 2.1 Attached is Annex 1, a revised schedule outlining the current position on the priority works, ordered works, and completed works
- 2.2 Items 1-3 in Annex 1 are ongoing ordered works.
- 2.3 The following listed items are planned priority works for 2018-19
- 2.4 **Laser scan for detailed drawings** of Mansion house is now essential to enable any future works to be planned and organised. Fixed cost **£7800**
- 2.5 **The Public toilet refurbishment** are a high priority, but due to increased costs in other works. This will be left until budget available for 2018 exact detail to be agreed with Sam Whitehead. £40,000 budget
- 2.6 **Castlemaine lodge** asbestos works – the latest asbestos re-inspection has revealed issues that require encapsulation and or removal at cost of **£2450**
- 2.7 In summary we will be spending **£86,290** on priority maintenance works in forthcoming year. This consists of works previously agreed for External window decorations, soakaways and fire precautionary works.

- 2.8 The yearly budget for priority maintenance works is £73,000 and the asbestos budget is £1550 these sums can fund the majority of the works, the remaining costs should be funded from reserves.

### **3 Financial and Manpower Implications**

- 3.1 None for the purposes of this report

### **4 Legal Implications (including implications for matters relating to equality)**

- 4.1 None for the purposes of this report

### **5 Sustainability Policy and Community Safety Implications**

- 5.1 The council continues to deliver works within EEBC sustainability policy.

### **6 Partnerships**

- 6.1 The Nonsuch park and buildings is run under partnership arrangement with London Borough of Sutton

### **7 Risk Assessment**

- 7.1 The major current risk highlighted is asbestos which has been found in the mezzanine floor of the Mansion. This is high priority and requires removal. Area has been cordoned off with access allowed since report came back as positive asbestos

### **8 Conclusion and Recommendations**

- 8.1 Requests authority to proceed with identified priority works for 2018-19
- 8.2 Asks committee to note current maintenance works, costs and Health & Safety issues

**Ward affected:** Nonsuch Ward; (EEBC)

**NONSUCH PARK – DETAIL OF PRIORITY WORKS - Update May 2018**

<b>Rank</b>	<b>Detail of works</b>	<b>Reason</b>	<b>Proposed New Priorities</b>	<b>Cost(£)</b>
<b>1</b>	Fire Protection works raised by Surrey Fire and Rescue – agreed £10k cost in 2017 estimated cost updated.	Issues Highlighted by Surrey Fire Rescue to fireproof floors between residential flats	Up-grading fire protection, install new double skin fire line plasterboard, fill gaps with fire rated foam, replace fire sensors, sounders, compartmentation. Specification prepared, consultation with conservation officer to agree scope for listed building has been carried out. Awaiting contractors firm costs via tender and listed building consent. Due to start in June 2018	<b>30,000.</b>
<b>2</b>	Asbestos removal from mezzanine floor	Health & Safety	Urgent Health and Safety works required to remove asbestos from the mezzanine level, in advance of fire precautionary works.	<b>4300</b>
<b>3</b>	Asbestos detected in Flats	Health & Safety	New Fire doors required to flats to replace old asbestos doors.	<b>2740</b>
<b>4</b>	General Window repairs and redecoration – order placed in 2017 ongoing works	Health and Safety and general maintenance	High level windows on museum side of flats, pointing to external wall. Due to start in May 2018. Extra works discovered window replacement and rotten timbers increase cost anticipated	<b>20000</b>
<b>5</b>	Flooding to access road and outside children's nursery – order placed in 2017 ongoing works	Health & Safety	Install 3no new soakaways to take main access road surface water, existing drains blocked by tree roots. Drain outside Nursery constantly flooding, install new soakaway Due to start in May 2018.	<b>19000</b>

<b>6</b>	Laser scan, and full measurements to produce accurate CAD drawings	Useful but not essential	There are no accurate measured drawings of the Mansion House, would be really useful for any future works, leases and general alterations	<b>7800</b>
<b>7</b>	Castlemaine lodge	Asbestos encapsulation and removal	Latest asbestos re-inspection has revealed issues that require action.	<b>2450</b>
<b>Total cost of priority works for 2018-19</b>				<b>86,290</b>
<b>8</b>	Public Toilets require refurbishment	Health & Safety	Rectify damp issues, cover walls with ceramic tiles or UPVC, install frost protection and refurbish to robust standard. Ladies, Gents and Disabled toilets.	40,000
<b>9</b>	Castlemaine Lodge	Windows rotten and falling out. Landlords liability	Replace the remainder of rotten windows with new Upvc windows and doors.	5000
<b>10</b>	Pathway between Nonsuch Mansion and Sparrow Farm Lodge		Second phase to replace tarmac path with more rustic compacted plannings with concrete edge curbs will be planned for 2019-20	20,000
<b>11</b>	Sparrow Farm Lodge Car park	Health and Safety	Ongoing repairs to large holes in main car park each year filled with scalplings as never enough funding to carry out large overhaul and resurface	80k to relay entire car park
<b>12</b>	London Road Lodge Car Park	Health and Safety	Some tarmac patch repairs have been carried out to roadway under maintenance budget. Main car park full	100k to relay entire car park

			of holes minor repairs are carried out each year	
<b>13</b>	Old greenhouse wall Landlords liability; Health and Safety	Health & Safety	Temporary works carried out to prop up wall. Heras fencing also erected as a safety measure to prevent access. Area is safe but requires specialist brickwork repair. FON assisting in clearing vegetation. <b>No action can be taken until funding becomes available.</b>	n/a
<b>14</b>	Guttering and downpipes	Health and Safety ; Continuity of income	Some repairs being undertaken under basic maintenance. Major works still required but could be carried out over a period of two years. However unlikely to be sufficient monies available in 2018/19.	<b>10000</b>
<b>15</b>	Rendering and brickwork	Health and Safety; Landlords liability	Specification and tender to be prepared and for the work to be undertaken on a phased basis, probably an elevation at a time in conjunction with window repairs as above.	n/a
<b>Completed Works over past 5 years</b>				
	Nonsuch Mansion Tractor shed and Mansion house – Electrical remedial works	Issues raised following electrical condition report	Carry out remedial electrical works listed in 5 yearly electrical condition	<b>7164.74</b>

			report. These are listed as C1 & C”s urgent health and Safety works Orders placed works planned for end of October 2017	
	Separation of services to facilitate completion of FON lease	Commercial	Gas and electricity is to be separated and metered to enable charging for specific usage.  Budget cost to install stark gas meter to FON <b>800</b> Cost of electric separation ( electric check meters already in place) <b>1050</b> Cost to read meters twice a year <b>50</b> FON to pay half of the install costs as per lease agreement.  Orders placed for electric separation awaiting firm cost for gas check meter.	
	Pathway between Nonsuch mansion and Sparrow farm lodge – Phase 1 Dangerous Health and Safety issue	Path cracking, large potholes, repairs and edging to entire path. The works involve excavation and provision of new concrete curbs with M.O.T sub base and recycling and reusing all scalping’s as a top coat, fully compacted. Works completed October 2017	Budget 20000	<b>17000</b>
	Patch repairs to roads and pathways (inc. from Stable yard to café)	Health and Safety ; Continuity of income	Inspection reveals this area to be in a really poor state. This has been carried out under maintenance budget In June 2017	<b>7000</b>

			Completed under maintenance in August 2017	
	Emergency lighting, fire alarms, new doors and closers	Health and Safety	Cost of completed work Emergency lights to Mansion RCD sockets to basement Potting shed RCD sockets	<b>4183.56</b> <b>1253.61</b> <b>234.84</b>
	Windows to rear block of Mansion House, flats, rear of café and museum	Health and safety and landlords liability	Three of the windows identified as urgent have been repaired. Window in old Art Room Sash window Paint window Door closer and hinges	<b>1370</b> <b>630</b> <b>420</b> <b>307</b>
	Upgrade of intruder alarm to mansion house and museum	Health and safety	Works complete, intruder alarm upgraded to grade 2 to PD 6662-2010 including IA 1501:2015	<b>5356</b>
	Asbestos in basement	Health & Safety	Identified as necessary from latest asbestos survey. Identified to JMC at January meeting. Tenders for work received and instruction placed Works completed June 2016	<b>8298</b>
	Mansion House Car Park	Health & Safety	Works to main car park including installation of new soakaways, new base, new curbs, tarmac surface with lining. Extra works to break out building foundation and remove central island.	<b>67244</b>
	Sparrow Farm Lodge	Health & safety	Windows to Lodge have now been completed	<b>4600</b>

	Nonsuch Mansion – 5 yearly electrical test due	Requirement of current IEE Regulations (BS7671) and the electricity at Work regulations 1989	Testing complete, report issued for remedial works	<b>2700</b>
	Nonsuch tractor shed – 5 yearly electrical test due	Requirement of current IEE Regulations (BS7671) and the electricity at Work regulations 1989	Testing complete, report issued for remedial works	<b>1200</b>

## EVENTS IN THE PARK

**Head of Service/Contact:** Ian Dyer, Head of Operational Services

**Annexes/Appendices (attached):**

**Other available papers (not attached):**

### Report summary

To note the approved events for 2018

### Recommendation

That the committee notes the current event calendar.

*Notes*

### 1 Forthcoming Events 2017

Saturday	05/05/2018	St. Raphael's Sunflower Walk (through the park)
Sunday	13/05/2018	Round the Borough Bike
Sunday	20/05/2018	Sutton Runners 10K Race
Sunday	27/05/2018	Town & Country Show
Monday	28/05/2018	Town & Country Show
Sunday	03/06/2018	Rik Vercoe - Phoenix Running
Sunday	10/06/2018	NCT Teddy Bears Picnic
Tuesday	12/06/2018	Little Oaks Sports Day
Thursday	05/07/2018	St Raphael's Music in the Park
Sunday	09/09/2018	Nonsuch Park Awareness Day
Sunday	14/10/2018	Mabac League Running
Friday	26/10/2018	Rik Vercoe - Phoenix Running
Sunday	09/12/2018	St Raphael's Santa Dash

**2 Events on Council Land**

- 2.1 Epsom & Ewell Borough Council are currently reviewing how we manage events on Council land with a view to streamlining procedures. The results of this review will be presented to the Joint Management Committee once completed.

**3 Conclusion and Recommendations**

- 3.1 That the committee notes the forthcoming events calendar.

**Ward(s) affected: Nonsuch (EEBC)**

## PROGRESS REPORT

**Head of Service/Contact:** Ian Dyer, Head of Operational Services

**Annexes/Appendices (attached):**

**Other available papers (not attached):**

### Report summary

To note the progress of items previously discussed, and the activities of the volunteer groups

### Recommendation:

To note the contents of this report

*Notes*

## 1 Heritage Lottery Fund

- 1.1 On 5 March 2018, Officers met with the Heritage Lottery Fund (HLF) Development Team at their headquarters in London.
- 1.2 Proposals for Nonsuch Park were discussed in detail and the HLF Development Team gave advice on where focus should be placed to ensure a successful scheme.
- 1.3 There was some uncertainty at the meeting as to which HLF team would assess an application for Nonsuch Park due to the joint management between Epsom & Ewell Borough Council and London Borough of Sutton. However, since the meeting HLF have confirmed that any application to HLF would be assessed by HLF's South East regional team due to the Park's geographical location in Epsom and Ewell.
- 1.4 Unfortunately, officers have recently been advised that the money required for match funding the HLF application is no longer available and therefore the bid is unable to progress further at this time.

## 2 Update from Nonsuch Voles – Quarter One 2018

- 2.1 The Voles have carried out the following activities in the last Quarter:

- 2.2 In the woodlands, most of this season's work has involved weeding selected areas around the hundreds of trees saplings that we have planted over the years. This encourages good growth and ensures that they aren't overgrown by brambles. We always stop work once the bird nesting season starts. In addition, a further 40 or so tree saplings were planted.
- 2.3 We have spent several days clearing ditches from autumn leaf-fall to improve water flow. This includes the main ditch to the the Balancing Pond (also known as the Ewell Court Stream) and the parallel ditch towards the London Road. Over 1200 metres of ditch were cleared.
- 2.4 In the Mansion House garden, as well as the usual seasonal gardening work, we have turned our attention to repairing and installing path edging near the Yew Room. These areas have also been planted to make them look more attractive.
- 2.5 We have installed paving slabs in front of selected benches, where the turf has been worn back to bare soil – this is an improvement suggested during last year's South & South East in Bloom judging.
- 2.6 A flower-bed re-design has taken place in conjunction with Peter Steel, and a horseshoe-shaped bed has been created near the terrace which will be planted with perennials.
- 2.7 We winter-pruned all Wisteria, including a hard cut back of the standard plants to reduce spread.
- 2.8 Ground cover plants were placed along the rose arch.
- 2.9 The Voles have submitted a proposal for a grant application to supply funding to replace the back fence of the Pinetum, which is in a poor state, and believed to be an entry point for vandals in the past.

### **3 Update from Nonsuch Watch May 2018**

- 3.1 Butterfly recording for the year has started in Nonsuch Park under the guidance of Bill Downey, Transect Co-ordinator of Surrey branch of Butterfly Conservation. Nonsuch Watch members are assisting.
- 3.2 The Management Plan for Warren Farm is under review. On invitation, we have made detailed comments, with suggested amendments, on the draft of the new plan, the main one being that there should be a strong recognition of the calcareous element of the soil, including that the description of the open area should be 'a mosaic of neutral and calcareous grassland' rather than just 'neutral grassland'. Further details of our comments available on request.

- 3.3 Having now received copyright permission, I am in the process of copying some historical photographs of farming at Nonsuch in the 1940s, taken by one of our members in his youth. The copies were requested by Jeremy Harte of Epsom's local history department. Through a different member, I have learnt the names of two of the workers in the photographs.
- 3.4 The National Ancient Tree Inventory kept by the Woodland Trust now includes the old sycamore near the Palace site, thanks to the work of Dr. Brian Spooner (Royal Botanic Gardens, Kew) who with a colleague has measured the girth and taken other details of this wonderful tree. We hope that in due course some of the other old trees in the park will be listed.

#### **4 Update from Parkrun**

- 4.1 Parkrun celebrated their 350th run on Saturday 26 May. In that time 13,928 people have run the course at least once, with the average number of runs per runner just under 10. They have seen 22,058 Personal Bests set and a total distance run of over 675,000 kms. And all this is free for all the runners taking part.
- 4.2 On average, it takes a team of 48 volunteers to put on each event. And roughly 5 of these per week are youngsters working towards Duke of Edinburgh awards (Bronze, Silver or Gold) which we fully support.
- 4.3 23 June is booked for parkrun members to support the Woodland Trust by clearing Golden Rod on Warren Farm, as part of the Meadow Project.
- 4.4 In September, parkrun will once again be supporting the Nonsuch Awareness day with an activity based stand.
- 4.5 Junior parkrun (2km on Sundays) continues to grow for runners aged 4-14 year olds and their parents. Getting kids active is an important part of the fight against growing child obesity often highlighted in the media.
- 4.6 Rob Pinchbeck of parkrun extends an open invitation to JMC members and councillors to volunteer, or even take part in, a 'JMC parkrun'. It is a great way to better understand the aims and objectives of the organisation, and witness first hand the positive impact it has on runners and families within the local community.

#### **5 Update from Friends of Nonsuch**

- 5.1 A verbal update will be provided at the meeting.

#### **6 Financial and Manpower Implications**

- 6.1 **Finance Officer's comments:** None for the purposes of this report

#### **7 Legal Implications (including implications for matters relating to equality)**

- 7.1 **Legal officer comments:** None for the purposes of this report

**8 Conclusion and Recommendations**

8.1 To note the contents of this report

**Ward affected:** Nonsuch Ward; (EEBC)