

**Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS
held at the Council Chamber, Epsom Town Hall on 21 June 2021**

PRESENT -

Councillor Liz Frost (the Council) (Chair); Simon Durrant (Jockey Club Racecourses (the Company)) (Vice-Chair); Andrew Cooper (Jockey Club Racecourses (the Company)), Simon Dow (Horserace Betting Levy Board (the Levy Board)), Councillor Bernice Froud (the Council), Councillor Jan Mason (the Council), Councillor Steven McCormick (the Council), Councillor Lucie McIntyre (the Council), Stephen Wallis (Jockey Club Racecourses (the Company)) and Councillor Clive Woodbridge (the Council).

Officers present: Brendan Bradley (Chief Accountant), Amardip Healy (Chief Legal Officer), Tony Foxwell (Senior Surveyor), Mark Shephard (Head of Property and Regeneration) and Tim Richardson (Committee Administrator)

1 APPOINTMENT OF CHAIR

Two nominations for the position of Chair were received, for Councillors Liz Frost and Steven McCormick. A ballot of Members of the Conservators was held, and it was recorded that both nominations had received 5 votes each. Following the announcement of this result, Councillor Steven McCormick informed the Conservators that he wished to withdraw his nomination for the position of Chair.

Accordingly it was resolved that the Conservators appointed Councillor Liz Frost as Chair to hold office until the first meeting of the Conservators held after the Annual meeting of the Borough Council in May 2022

2 APPOINTMENT OF VICE-CHAIR

It was resolved that the Conservators appointed Simon Durrant as Vice-Chair to hold office until the first meeting of the Conservators held after the Annual meeting of the Council in May 2022.

3 MINUTES OF PREVIOUS MEETING

The Minutes of the previous meeting of the Epsom and Walton Downs Conservators held on 25 January as well as the Minutes of the Special meeting held on 13 April 2021, were agreed as a true record and signed by the Chair.

4 FINAL ACCOUNTS 2020-21

The Conservators received a report seeking approval of its final accounts for the financial year 2020/21.

The Conservators received a verbal introduction from the Chief Accountant.

The following matter was raised by the Conservators:

- a) **Bid for EAFRD funding:** Following a question from a Conservator, the Officer confirmed that the project bid for EAFRD funding had not been budgeted for, as Conservators had decided to remove this budget in March 2020 in order to limit precept increases for 2020/21. During the year however, work costing £3,550 was subsequently required in order to re-submit the bid.

Following consideration, the Conservators resolved unanimously to:

- (1) Receive the final accounts for 2020/21, subject to external audit;**
- (2) Approve the Annual Governance Statements as set out in section 1 of Appendix 3 to the report;**
- (3) Consider and approve the Accounting Statements as set out in section 2 of Appendix 3 to the report;**
- (4) Confirm that the arrangements for the internal audit as set out in the report are effective for auditing purposes;**
- (5) Authorise the Chairman and Clerk to sign the Annual Governance Statement and the Accounting Statements on behalf of the Conservators.**

5 STRATEGIC RISK REGISTER

The Conservators received a report presenting the Strategic Risk Register which covers the risks, mitigations, responsibility and action required to manage the risks identified.

The Conservators received a verbal introduction from the Chief Finance Officer.

Following consideration, the Conservators resolved with a majority vote for that the Conservators:

- (1) Approved the completed Strategic Risk Register**

6 TATTENHAM CORNER CONVENIENCES

The Conservators received a report considering the options available for the provision of public conveniences.

The Conservators received a verbal introduction from the Head of Property and Regeneration.

The following matters were raised by Conservators:

- a) **Reason for proposed locations:** Members spoke about the proposed locations for the conveniences, and asked whether the block could be situated near the Top Car Park. The Officer explained that the block was proposed to be built next to existing adjacent buildings (Tea Rooms and Downkeepers' Hut) to make use of existing services, water and drainage. This would avoid incurring installation costs and is nearer to the main visitor areas.
- b) **Clarification of 'timed doors':** Following a question from a Member, the Officer explained that the 'timed doors' that referred to are where the opening hours of the facilities can be controlled so that the doors could be opened during the day and then locked at a set time in the evening. This would remove the cost involved with employing a keyholder to lock up at the end of the day.
- c) **Potential for visitors centre:** Members spoke about the possibility of a visitors centre combining café and toilets at Tattenham Corner. The Officer noted that a development of this scale would require a large sum of money. It would require external funding and would be a long term project.
- d) **Potential of refurbishing existing block:** Members spoke about the possibility of refurbishing the existing convenience block, and the Officer implemented an additional recommendation to cover the exploration of what this may cost.
- e) **Number of units:** Concern was expressed that the proposed single or double unit facility was a very significant reduction on the current provision. Officers were asked to include costings for multiple units.

The Officer suggested the addition of a Recommendation (3) to read:

- (3) **To explore the cost of re-provision of the existing toilet facility, including addressing any anti-social behaviour that exists.**

This additional recommendation was accepted by the Conservators.

Following consideration, it was resolved unanimously that the Conservators:

- (1) **Agreed to explore with the Jockey Club whether a single, double or triple modular toilet facility can be accommodated directly adjacent to the Tea Hut and if suitable, a costed proposal would be brought back to the Conservators for consideration.**
- (2) **If the Tea Hut option is not feasible, to explore the cost of providing a single, double or triple modular toilet facility adjacent to the Downkeepers' Hut.**

- (3) To explore the cost of re-provision of the existing toilet facility, including addressing any anti-social behaviour that exists.**
- (4) The outcome of 1), 2) or 3) above will be reported back to the Conservators at a future meeting.**
- (5) To agree that the existing facility should remain closed while the alternative options are explored.**

7 DERBY UPDATE

The Conservators received a report providing an update on this year's Derby Festival.

Following consideration, it was resolved unanimously that the Conservators:

- (1) Noted the update on the 2021 Derby from Epsom Downs Racecourse.**

8 REQUEST FOR A TRAFFIC REGULATION ORDER

The Conservators received a report seeking its approval of a request to Surrey County Council for a Traffic Regulation Order for part of Old London Road.

The Officer noted a typographical error to Recommendation (2), which is to be amended to read:

- (2) If they wish to request a Traffic Regulation Order for either Option 1 or Option 2 as set out at paragraph 2.19 of this report.**

From:

- (2) If they wish to request a Traffic Regulation Order for either Option 1 or Option 2 as set out at paragraph 2.21 of this report.**

The following matters were raised by Conservators:

- a) **Safety:** Conservators raised concerns regarding the safety of the Groundskeepers particularly when faced with asking people to leave the carpark at the time of its closure. It was noted that this task would have to be completed regardless of which option was agreed by Conservators.
- b) **Nature of road:** Following a question from a Conservator, the Officer explained that the request of a Traffic Regulation Order would be to regulate the use of the public road leading to the Top Car Park. The Officer also explained that there are a number of options and considerations for the Racecourse should they be minded to take control over the road in the future.

Following the discussion on this Item, the Conservators voted with 4 Conservators voting for Option 2, 4 Conservators voting for Option 1 and the

Chairman using their casting vote that Option 2 of Recommendation 2 be agreed upon.

Following consideration, it was resolved that the Conservators:

- (1) Agreed to confirm that they wish to request a Traffic Regulation Order for a timed closure of part of old London Road which leads to the Top Car Park;**
- (2) Agreed to request a Traffic Regulation Order for Option 2: Summer and Winter hours:**
 - The Summer hours (1 April to 30 September each year): road closure from Sunday to Friday overnight each day from 7pm until noon of the next day and on a Saturday from 7pm until 9.30 on a Sunday morning;
 - The Winter hours (1 October to 31 March each year): road closure from Sunday to Friday overnight each day from 5pm until noon of the next day and on a Saturday from 5pm until 9.30 on a Sunday morning.
- (3) Agreed to request the Clerk to the Conservators to write to Surrey County Council to consider the Conservators request for a Traffic Regulation Order at the next available meeting of the Epsom & Ewell Local Committee.**

9 HORSERACE BETTING LEVY BOARD: REPRESENTATIVE TO CONSERVATORS

The Horserace Betting Levy Board confirmed that Simon Dow had been re-appointed as their representative to the Conservators for another three years.

The meeting began at 6.00 pm and ended at 7.26 pm

COUNCILLOR LIZ FROST (CHAIR)