

**Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS  
held on 7 November 2022**

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**PRESENT -**

Councillor Liz Frost (the Council) (Chair); Simon Durrant (Jockey Club Racecourses (the Company)) (Vice-Chair); Andrew Cooper (Jockey Club Racecourses (the Company)) (items 13-16 only), Simon Dow (Horserace Betting Levy Board (the Levy Board)), Councillor Bernice Froud (the Council), Councillor Jan Mason (the Council), Stephen Wallis (Jockey Club Racecourses (the Company)) (items 13-16 only) and Councillor Clive Woodbridge (the Council).

In Attendance:

Absent: Councillor Steven McCormick (the Council) and Councillor Lucie McIntyre (the Council)

Officers present: Jackie King (Clerk to the Conservators), Brendan Bradley (Head of Finance), Andrew Bircher (Head of Policy and Corporate Resources), Mark Shephard (Head of Property and Regeneration), Samantha Whitehead (Streetcare Manager) (items 13-16 only) and Tim Richardson (Democratic Services Manager)

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**12 MINUTES OF PREVIOUS MEETING**

The Minutes of the previous meeting of the Epsom and Walton Downs Conservators held on 20 June 2022 were agreed as a true record and signed by the Chair.

**13 MID-YEAR BUDGET MONITORING**

The Conservators received a report setting out the income and expenditure position as at 31 August 2022 and seeking guidance on the preparation of the budget and precept for 2023/24.

The following matters were considered:

- a) **Update on EAFRD funding.** In response to a question from a Member, the Conservators were informed that the claim had now been submitted to the Rural Development Programme for England and the award of funding from the grant body was awaited.

- b) **Tree works.** The Conservators noted that funding for low and medium priority tree works were included in the budget for 2023/24. Funding for high priority works was included in the forecast for current financial year. Officers recommended that if any works required a spend over the existing budget, a separate report should be presented to the Conservators for consideration.
- c) **Precept contributions.** The Conservators noted that it was forecast that a 6% increase to precept contributions would be required to achieve a balanced budget in 2023-24. It was noted that this was lower than general inflation due to existing agreements with regard to increases to staffing costs and a limited exposure to utility bills.

Following consideration, the Conservators unanimously resolved to:

- (1) **Note the mid-year income and expenditure position.**
- (2) **Provide guidance on the preparation of the budget for 2023/24.**
- (3) **Note the conclusion of the 2021/22 external audit of the accounts.**

#### 14 EVENTS ON THE DOWNS

The Conservators received a report informing them of events on the Downs that have been approved during 2022.

The following matters were considered:

- a) **Cloud Tramp.** The Conservators noted a correction to the date of the Cloud Tramp event. The event had been held on 6 August 2022.
- b) **Cycling event on the Downs.** The Conservators noted the difficulty in controlling cycling events in the vicinity of Downs, and the efforts made by Officers to address this issue.

Following consideration, the Conservators unanimously resolved to:

- (1) **Note the contents of the report.**

#### 15 QUEEN'S GREEN CANOPY TREE PLANTING

The Conservators received a report requesting permission plant an English Oak tree on Epsom & Walton Downs in memory of Her Majesty Queen Elizabeth II.

The following matters were considered:

- a) **Watering and maintenance.** The Conservators noted that the maintenance and watering of the tree could be accommodated within existing budgets.

- b) **Memorial Plaque.** The Conservators considered that a memorial plaque should be provided to mark the tree and requested officers to investigate this possibility. It was requested that information be emailed to Members of the Conservators following investigation, to enable a decision regarding installation to be confirmed.

Following consideration, the Conservators unanimously resolved to:

- (1) **Grant permission for the procurement of a large specimen English Oak tree to be procured and planted on The Hill, Epsom Downs in memory of Her Majesty Queen Elizabeth II and to investigate the procurement and installation of a memorial plaque.**
- (2) **Grant permission for Officers to organise a small tree planting ceremony in honour of the occasion.**

## 16 WORKPLAN ITEMS 2022

The Conservators received an update on the work plan.

Following consideration, the Conservators unanimously resolved to:

- (1) **Note the progress on the Work plan items and not to recommend any changes.**

## 17 DATES OF MEETINGS IN 2023

The Conservators received a report proposing the dates of their normal meetings to be held in 2023.

The following matter was considered:

- a) **Dates of meetings.** Members of the Conservators commented on the schedule of meetings for 2023 and requested Officers to consider whether the date of the January meeting could be altered. A Member also queried whether an additional fourth meeting could be included in the schedule to space meetings more evenly throughout the year.

Following consideration, the Conservators unanimously resolved to:

- (1) **agree to hold their normal meetings in 2023 on the following dates:**
  - a) **Monday 23 January 2023 at 18.00 hours**
  - b) **Monday 19 June 2023 18.00 hours**
  - c) **Monday 6 November 2023 18.00 hours**

*The meeting began at 6.00 pm and ended at 6.33 pm*

COUNCILLOR LIZ FROST (CHAIR)