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EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

Wednesday 9 March 2016 at 6.00 pm

Committee Room 1 - Epsom Town Hall

The members listed below are summoned to attend the Epsom and Walton Downs Consultative Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Committee Members

Councillor Liz Frost (Chairman)

Councillor Jean Steer

Hugh Craddock, British Horse Society

Simon Durrant, Epsom Downs Racecourse

Alex Stewart, Epsom Downs Riders Protection Society

Nigel Whybrow, Training Grounds Management Board

Representatives invited to attend

Caroline Baldock, Epsom Equestrian
Conservation Group

Richard Balsdon, College Ward
Residents' Association

Teresa Cass, Woodcote Residents'
Association

Angela Clifford, Epsom Civic Society

Andrew Cooper, Epsom Downs
Racecourse

Bob Eberhard, Epsom and Ewell Cycle
Action Group

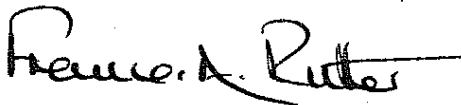
Nick Harrison, Tattenhams Residents'
Association

Mark Harvey, Epsom Golf Club

David Lambert, Epsom Downs Model
Aircraft Club

Conor Morrow, Lower Mole Countryside
Management Service

Yours sincerely



Clerk to the Conservators

For further information, please contact Tim Richardson, 01372 732122 or
trichardson@epsom-ewell.gov.uk

AGENDA

1. MINUTES OF PREVIOUS MEETING (Pages 3 - 8)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 28 September 2015 (attached) and to authorise the Chairman to sign them.

2. MATTERS ARISING FROM THE LAST MEETING (Pages 9 - 12)

The Committee is asked to note the current situation on issues raised previously.

3. REPORT OF THE HEAD DOWNSKEEPER (Pages 13 - 14)

To receive the report of the Head Downskeeper.

4. ISSUES CONSIDERED BY THE CONSERVATORS (Pages 15 - 30)

This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 7 October 2015 and 20 January 2016, and the Minutes of those meetings.

5. THE QUEEN'S 90TH BIRTHDAY BEACON (Pages 31 - 36)

To consult on the proposed Beacon lighting ceremony and supporting event on Epsom Downs to commemorate the Queen's 90th Birthday.

6. ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES

To discuss any issues raised by Hack Riders Representatives. No items were highlighted prior to the publication of this agenda.

7. ISSUES RAISED FOR CONSIDERATION

To discuss any issues raised by representatives to the Committee. No items were highlighted prior to the publication of this agenda.

8. ITEMS FOR THE ATTENTION OF THE CONSERVATORS

To identify any items which the Committee wishes to be brought to the attention of the Conservators at their next meeting, and nominate a spokesperson to present them if appropriate.

Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE held on 28 September 2015

PRESENT -

Councillor Liz Frost (Chairman); Councillor Jean Steer, Hugh Craddock (British Horse Society) and Simon Durrant (Epsom Downs Racecourse)

In Attendance: Caroline Baldock (Epsom Equestrian Conservation Group), Richard Balsdon (College Ward Residents' Association), Teresa Cass (Woodcote Residents' Association), Andrew Cooper (Epsom Downs Racecourse), Bob Eberhard (Epsom and Ewell Cycle Action Group), David Lambert (Epsom Downs Model Aircraft Club), Nick Harrison (Tattenhams Residents' Association), Mark Harvey (Epsom Golf Club) and Conor Morrow (Lower Mole Countryside Management Service)

Absent: Alex Stewart (Epsom Downs Riders Protection Society) Nigel Whybrow (Training Grounds Management Board) and Angela Clifford (Epsom Civic Society)

Officers present: Frances Rutter (Clerk to the Conservators), Sam Beak (Downs Manager), Bob Harding (Head Downskeeper), Tim Richardson (Democratic Services Officer) and Samantha Whitehead (Streetcare Manager)

1 MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of the Epsom and Walton Downs Consultative Committee held on 16 March 2015 were agreed as a true record and signed by the Chairman.

2 MATTERS ARISING FROM THE LAST MEETING

The Committee received and noted a report providing updates on matters raised previously. The following items were noted:

- a) Car parking for events. It was noted that this was a matter which Officers were looking into, and that a written update would be circulated to the Committee following the meeting.
- b) Dog Control. The Committee was informed that the Streetcare Manager had received a copy of a report from the consultant Simon Jenkinson which had been commissioned by the Jockey Club regarding the issue of dog control on the Downs. Due to the receipt of the report shortly before the meeting, the Streetcare Manager had not yet had the opportunity to consider its contents.

The Committee was informed that the Training Grounds Management Board (TGMB) had proposed the introduction of new signs for the Downs with regard to dog walking. Proposed wording for the signs and example images illustrating their appearance were circulated at the meeting. The signs stated that in the interests of health and safety, all dogs must be on leads before noon. The signs also stated that after noon dogs could be walked off leads provided there were no horses present.

The Committee considered the proposed wording and design for the signs. It was noted that the Committee's views would be communicated to the Conservators, and the following matters were considered:

- i. Reference to Health & Safety. The British Horse Society Representative suggested that the wording "in the interest of Health & Safety" be reviewed, as it could be perceived as a generic excuse, rather than a specific reason for the request to keep dogs on leads.
- ii. Reference to "must". The British Horse Society Representative expressed concern that the sign stated that dogs "must" be on leads prior to noon, but that in his opinion the current Downs Byelaws did not enable the Conservators to require dog walkers to do so. The Clerk informed the Committee that this would be reviewed prior to its consideration by the Conservators.
- iii. Inclusion of "!" symbol. The Lower Mole Service Representative suggested that the sign should include an exclamation mark symbol similar to that used on the current signs, as this was a universal method for alerting users to an issue.
- iv. Enforcement of restrictions. The Streetcare Manager informed the Committee that enforcement of dog walking restrictions was currently only possible on the Downs under the Byelaws. If a Public Spaces Order was placed on the Downs, it would enable fixed penalty notices to be issued for offences relating to dog control, but enforcement of either powers would be challenging. The Committee noted that some local authorities and management bodies (such as the Wimbledon Putney Commons Conservators) employed civil enforcement officers for such purposes. The Streetcare Manager informed the meeting that feedback received from other local authorities which had implemented Dog Control or Public Spaces Orders had been that most very rarely enforced such powers, and that education of dog walkers had been more successful.
- v. Comparison with Newmarket Training areas. It was noted that Newmarket Racehorse Training centre did not have a Local Act of Parliament similar to the Downs, which enabled its management organisation to more easily control access by dog walkers. Its arrangements with the Downs were therefore not comparable.

Subject to the comments detailed above, the Committee expressed broad support for the proposed signs.

- c) Surface of Walton Road – satisfaction of Highways Authority to works. The Clerk informed the Committee that Surrey County Council would be contacted with regard to whether it was satisfied with the resurfacing works undertaken by the Training Grounds Management Board in 2014.
- d) Fixed-point photography of the Downs. The Streetcare Manager would look into the possibility of undertaking fixed-point photography monitoring of the Downs.
- e) Review of Hack Ride Markers on Epsom Golf Course. It was noted that this was an ongoing process and that some markers had already been renewed.
- f) Cars offered for sale on the Downs near Clear Height Stables. It was noted that Borough Council Officers had looked into the matter but had been unable to take enforcement action as the number of vehicles had not exceeded the legal limit. The Borough Council would continue to monitor the issue.

3 REPORT OF THE HEAD DOWNSKEEPER

The Committee received and noted the report of the Head Downskeeper.

4 ISSUES CONSIDERED BY THE CONSERVATORS

The Committee received a report providing a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 15 April and 17 June 2015. The following items were noted:

- a) Pedestrian access to the Downs from Tattenham Corner Station. It was noted that pedestrian access to the Tattenham Corner Road crossing was difficult and dangerous when approaching from Tattenham Corner Station. The Committee's concern regarding the matter was noted, and the Committee was informed that the Vice-Chairman of the Conservators and Streetcare Manager would look into the matter.

5 ISSUES ARISING FROM THE DERBY RACE MEETING AND VIEWS ON FENCING ARRANGEMENTS

The Committee received a report inviting its views on the arrangements for the 2015 Derby Race meeting and fencing extensions granted by the Conservators. The following items were noted:

- a) Post Derby clean-up. The British Horse Society Representative expressed concerns that the post Derby clean-up had not improved over that undertaken in previous years, and that the issue of glass fragments being left following clean-up had been encountered again. The Racecourse Representative informed the Committee that due to the Derby's scale and number of attendees, it was incredibly difficult to locate and remove every piece of litter. The clean-up staff removed glass when identified, but it was not always a simple process to locate it. The Racecourse did not issue any

glass based vessels to customers at any locations, except in the hospitality areas of the stands. The possibility of creating a volunteers group to assist with the clean-up was suggested by the Epsom Equestrian Conservation Group's representative.

- b) Racecourse fencing extensions. The Clerk informed the Committee that the purpose of the Epsom and Walton Downs Regulation Act 1984 (the Act) was in a large part to protect the owner and racehorse training industry. The Act provided specific rights with regard to the erection and placement of fencing for horse racing purposes, and the Conservators had taken the view that they would consider applications for extensions to these periods favourably where appropriate. The Clerk had also received the views of the Council's Head of Legal on this matter and it concurred with her view. Whilst the Conservators had approved the fencing extension applications listed in the report, they had also declined other applications in the past.

The British Horse Society Representative informed the Committee that he did not agree with the view that the Conservators had powers under the Act or Byelaws to approve fencing extensions, and that in his opinion the Act provided specific periods which could not be extended. The British Horse Society Representative expressed that he felt that the use of Byelaw (4) (d) (i) to grant extensions was inappropriate and requested that these views be recorded in the Minutes of the meeting.

- c) Later running time of the Oaks and Derby Races. The Committee was informed that the feature race of both Ladies and Derby days (the Oaks and Derby respectively) had started at 4.30, 30 minutes later than in previous years. The last race of the day had therefore also been 20-25 minutes later on both days, but entertainment on the Downs (such as the fairground) had finished at its usual time, and therefore there had been no difference in time of crowds leaving. The new timing of races had been successful, and was likely to continue in future years.

6 ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES

The following items were raised by the British Horse Society Representative:

- a) Encroachment of the Golf Course on the hack area at 14th Tee. It was noted that the grass adjacent to the 14th Tee had been cut short by the Golf Club but was actually a hack ride. The Golf Club had acknowledged the difficulty which this created for hack riders using the area and it would be allowed to grow back to its previous length.
- b) Scrub encroachment on the hack area at the top of Rifle Butts Alley. It was noted that works in this area would be included in the Downskeepers' Winter Work Programme. The Winter Work Programme would be presented to the meeting of the Conservators on 7 October 2015.

- c) Hack Sand Track. It was noted that a verbal update on progress toward resolving management issues with the Hack Sand Track would be given at the next meeting of the Conservators, on 7 October 2015.

7 ISSUES RAISED FOR CONSIDERATION

No items for consideration were raised by representatives on the Committee.

8 DATE OF MEETINGS IN 2016

It was agreed that Officers would confirm the dates of meetings in 2016 following the meeting.

9 ITEMS FOR THE ATTENTION OF THE CONSERVATORS

The Committee felt that no items from the meeting would require verbal representation to the Conservators.

The meeting began at 6.00 pm and ended at 7.17 pm

COUNCILLOR LIZ FROST (CHAIRMAN)

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MATTERS ARISING FROM THE LAST MEETING

<u>Report of the:</u>	Clerk to the Conservators
<u>Contact:</u>	Tim Richardson
<u>Annexes/Appendices (attached):</u>	None
<u>Other available papers (not attached):</u>	Minutes of the Meeting of the Committee held on 16 March 2015

REPORT SUMMARY

The Committee is asked to note the current situation on the following issues raised previously.

1 Car parking for events – Minute 2 a)

- 1.1 The Committee will receive a verbal update at the meeting from the Council's Head of Legal and Democratic Services.

2 Dog Control – Minute 2 b)

- 2.1 New Dog Control measures came in to force on 25 January 2016. Early reports suggest that the majority of dog walkers have been compliant and the Trainers have noted a marked improvement in safety since the implementation of the new controls.
- 2.2 The Downskeepers, supported by Epsom & Ewell Borough Council's Ranger Service and Jockey Club staff, have spent considerable time engaging with dog walkers to explain the reasons for the new measures.
- 2.3 Press releases and social media were extremely useful prior to the launch and the updated signs have proved invaluable to help convey the message. However, the Downskeepers have requested that a leaflet is produced which further explains the reasons for the new measures. The staff feel that being able to 'give' the public something would help start the conversation and also give dog walkers a chance to fully to understand the need for stronger measures to be in place.
- 2.4 The Streetcare Manager and Nick Patton, from the Jockey Club have agreed to work on a leaflet and will continue to monitor the success of the project.

3 Surface of Walton Road – satisfaction of Highways Authority to works – Minute 2 c)

3.1 The Downs Manager arranged for a representative from Surrey County Council (SCC) to visit the Downs and inspect the resurfacing works and 'road hump' on Walton Road that had been installed by the Training Ground Management Board. On inspection, SCC commented that it was satisfied with the works and was happy for the road hump to remain in place.

4 Fixed-point photography for the Downs – Minute 2d)

4.1 The Streetcare Manager has spoken with Epsom & Ewell Borough Council's Countryside Team regarding the subject of fixed point photography on the Downs. The Countryside Team have said that this had also been on their 'wish list' for many years and that they have recently made some inroads with a local camera club who have agreed to take on this project on their behalf.

4.2 The Countryside Team have agreed to share their contact and it is hoped that the Camera Club will also be interested in providing this service to the Downs on a voluntary basis.

5 Access to the Tattenham Corner Road Crossing for Pedestrians walking from Tattenham Corner Station– Minute 4 a)

5.1 A representative of Surrey County Council (SCC) Highways Service was invited to comment on the safety issues associated with pedestrian access along Tattenham Corner Road, at its crossing of the Racecourse. The following comments were received from SCC, and were provided to the Conservators at their meeting of 20 January 2016:

5.2 *"The footway on Tattenham Corner is tricky. We can't create a footway on the carriageway without reducing the width of the lanes and therefore it would result in the road becoming one-way. That is never going to happen.*

If we were able to create a footway it should be on the Tattenham Corner Station side as it links up with a worn path across to the downs to the shops and station. However if anything, it looks as though it is the other side where people walk that gets the most use. SCC has no money but if the Downs Conservators want to pay for us to provide a hard surface we are happy to take on the design and construction of a footway facility.

The only other thing we could do is put some 'Pedestrians in Footway' warning signs up but this would just be adding more clutter to the downs area."

- 5.3 The Conservators noted that the location does not have a history of incidents or accidents, and following consideration of the comments from SCC and the recent improvements undertaken by Epsom Downs Racecourse to the location did not identify any action which they wished to pursue with regard to it.

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REPORT OF THE HEAD DOWNSKEEPER

<u>Report of the:</u>	Head Downskeeper
<u>Contact:</u>	Robert Harding
<u>Annexes/Appendices (attached):</u>	None
<u>Other available papers (not attached):</u>	N/A

REPORT SUMMARY

To receive the report of the Head Downskeeper.

1 Events

- 1.1 Events held during the period have principally been of the Cross Country and Road Race variety, and while several were held in appalling weather conditions, they have passed without concern to the Downskeepers.

2 Winter Work Programme

- 2.1 The Winter Work Programme is effectively at an end. The priority areas at Riflebutts Alley, Langley Vale and Middle Hill have been completed and a very productive winter has seen many additional projects accomplished. Worthy of mention is the thinning of woodland to encourage recreational use and the creation of deadwood habitat piles for ecological and educational purposes. Additionally the re-establishment of a viable coppicing programme holds great promise.

3 Hack Post Refurbishment

- 3.1 Work to refurbish hack posts has been highly successful, with the sign posting much improved. The materials used were all reclaimed wood and the sign writing has been carried out in-house by the Downskeepers.

4 Dog Control

- 4.1 The new Dogs on Leads initiative went live on Monday 25 January. Notwithstanding the need for Downskeepers and Gallops staff to remain vigilant, the response from Downs users has been very encouraging. The training community have expressed their gratitude to all and have been impressed by the way this ground breaking scheme has been embraced by the vast majority. The Head Downskeeper wishes to express his thanks to the Rangers who patrolled the Downs during the formative days of the programme, informing Downs users of the changes.

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ISSUES CONSIDERED BY THE CONSERVATORS

<u>Report of the:</u>	Clerk to the Conservators
<u>Contact:</u>	Tim Richardson
<u>Annexes/Appendices (attached):</u>	<u>Annexe 1</u> - Minutes of the meeting of the Epsom and Walton Downs Conservators held on 7 October 2015 <u>Annexe 2</u> - Minutes of the meeting of the Epsom and Walton Downs Conservators held on and 20 January 2016.
<u>Other available papers (not attached):</u>	None

REPORT SUMMARY

This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 7 October 2015 and 20 January 2016, and the Minutes of those meetings.

1 Introduction

- 1.1 This report provides a summary of any items of interest considered by the Epsom and Walton Downs Conservators at their meetings of 7 October 2015 and 20 January 2016. The Minutes of those meetings are attached at the Annexes to this report for information.

2 Hatched area, foot of Walton Downs – Minutes Nos. 12 a) and 24 a)

- 2.1 The Conservators noted that the TGMB continued to consider the area as unsuitable for hack riding after midday.

3 Events on the Downs – Minute No. 18

- 3.1 The Conservators approved and noted the events listed.

4 Minutes of the Epsom and Walton Downs Consultative Committee – Minute No. 19

- 4.1 The Conservators received and noted the Minutes of the Epsom and Walton Downs Consultative Committee held on 7 October 2015.

5 Dates of meetings in 2016 – Minute No. 22

- 5.1 The Conservators agreed to hold meetings on the dates listed.

6 Epsom Downs Racing Season 2016 – Minute No. 30

- 6.1 The Conservators granted extensions to racing related fencing on the Downs as listed.

Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 7 October 2015

PRESENT -

Councillor Liz Frost (Chairman); Andrew Cooper (Epsom Downs Racecourse) (Vice-Chairman); Councillor Lucie Dallen, Councillor Robert Foote, Councillor Jan Mason, Nigel Whybrow (Epsom Downs Racecourse) and Councillor Clive Woodbridge

In Attendance:

Absent: Councillor Rekha Bansil, Simon Dow (Horserace Betting Levy Board) and Simon Durrant (Epsom Downs Racecourse)

Officers present: Sam Beak (Downs Manager), Lee Duffy (Head of Financial Services), Bob Harding (Head Downskeeper), Tim Richardson (Democratic Services Officer), Samantha Whitehead (Streetcare Manager) and Simon Young (Head of Legal and Democratic Services)

11 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 17 June 2015 were agreed as a true record and signed by the Chairman.

12 ITEMS OF INTEREST DISCUSSED BY THE TRAINING GROUNDS MANAGEMENT BOARD (TGMB)

The following items of interest had been discussed at the last meeting of the Training Grounds Management Board (held on 5 October 2015).

- a) Hatched area at the foot of Walton Downs. The TGMB had considered that it had no reason to change its current stance with regard to the Hatched Area, and reconfirmed that it could not authorise the use of the Hatched Area for hack riding. The Conservators were informed that signs informing Downs users that the hatched area was not open for hack riding had been placed at the location by the TGMB.
- b) Warning signs near traffic lights for the horse crossing in front of the Queens Stand. The TGMB had discussed the need for warning signs near the traffic lights for the horse crossing in front of the Queens Stand, to alert motorists. The TGMB would raise this matter with the Surrey County Council Highways Service.

- c) Warning lights on Burgh Heath Road. The Downs Manager reminded the Conservators that it had previously been proposed by the TGMB that the equestrian warning lights currently located on Burgh Heath Road be relocated elsewhere on the Downs. It was noted that the TGMB would speak to Surrey County Council Highways Service regarding this in conjunction with warning signs for the Queens Stand crossing (see b) above).
- d) Proposed wording of new dog walking signs. The TGMB had considered wording of proposed signs to inform dog walkers keep dogs on leads. The Conservators considered this item under the next item on the agenda, "Matters arising from previous meetings and other items of interest".

13 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST

- a) Hack Sand Track, foot of Walton Downs. The Council's Head of Legal and Democratic Services informed the Conservators that a written report regarding this matter would be presented to the next meeting.
- b) Downs House. The Council's Head of Legal and Democratic Services informed the Conservators that the sale of Downs House had been completed, and that it was now in private ownership.
- c) Epsom Golf Club unauthorised development and other matters. The Council's Head of Legal and Democratic Services informed the Conservators that a written report regarding this matter would be presented to the next meeting.
- d) Access to the Tattenham Corner Road crossing for pedestrians walking from Tattenham Corner Station. The Vice Chairman informed the Conservators that this issue had been considered by the Epsom and Walton Downs Consultative Committee during its Downs Tour held on the 1 October. During the Committee's visit to the location, Angela Clifford, representative of the Epsom Civic Society had suggested that the Racecourse running rail running parallel to Tattenham Corner Road on the eastern side of the road be reversed to provide more space for pedestrians. This had been implemented by the Racecourse, in addition to the protruding end sections of other rails also being removed. These works had improved pedestrian access for the area, but the Racecourse would continue to monitor the issue. The Downs Manager informed the Conservators that she had requested Surrey County Council Highways Service to provide its opinion of the location.
- e) Dog control on the Downs. The Conservators received draft wording for new dog walking information signs which had been proposed by the Training Grounds Management Board. The Streetcare Manager informed the Conservators that she had now received a copy of a report commissioned by the Training Grounds Management Board with regard to dog control.

The Conservators were informed that the Training Grounds Management Board proposed to replace all existing dog walking information signs on the Downs with the new design once it had been approved. The Conservators considered the visual design and content of the sign, and expressed support for its introduction. Elements of the sign required further consideration prior to its final approval, and it was suggested that the Chairman and Clerk be authorised to approve them.

The Conservators considered the proposed wording for the dog walking information signs and agreed:

- To authorise the Clerk in consultation with the Chairman to approve the final wording and design.
- f) Gypsy Site Management arrangements. The Chairman informed the Conservators that she had held a meeting with the Downs Manager, Streetcare Manager and Mr Simon Durrant regarding arrangements for the Derby Gypsy Site's management. The meeting had considered the views expressed at meetings of the Conservators, Epsom and Walton Downs Consultative Committee and by local residents with regard to the issue.

The meeting had considered previous proposals to increase the height and sturdiness of fencing for the site, but considered that this should not be recommended as it was likely to be perceived as a challenge to be overcome by some users of the site. The clearance of scrub and vegetation from neighbouring woodland had also been discussed. It had been considered that this should also not be recommended, as it was unlikely to discourage their use as a toilet. Vegetation clearance at this location might also encourage some users of the site to attempt to make vehicular access to other parts of the Downs.

The Chairman informed the Conservators that the meeting had also considered the possibility of seeking an alternative (security) company to manage the site in future years, but considered that this should not be recommended, as it would be highly expensive, yet unlikely to provide a better environment. It was noted that the current Gypsy Site Manager was a member of the gypsy and traveller community who was employed by the Conservators to manage the site. The meeting had also noted that opening the site a day early had in some years been permitted in order to assist in resolving issues elsewhere in the Borough, and recommended that this should continue to be considered when appropriate.

The Chairman informed the Conservators that those present at the meeting had expressed the opinion that whilst not perfect, the current site arrangements were the best option available. The Conservators noted this verbal report from the Chairman, and that Officers would continue to work with the site manager to attempt to improve the situation.

- g) Number of verbal reports provided. It was noted that the agenda papers issued for the meeting had listed 6 matters within this item as being for verbal update at the meeting. A member of the Conservators expressed frustration at this and requested that written updates should be provided whenever possible. The Chairman informed the Conservators that due to the scheduling of meetings of the Epsom and Walton Downs Consultative Committee and Training Grounds Management Board being in close proximity to that of the Conservators, it had not been possible to include written updates when the agenda papers were published.

14 REPORT OF THE HEAD DOWNSKEEPER

The Conservators received the report of the Head Downskeeper. The following matters were considered:

- a) Racing programme live music nights in 2015 and 2016. The Conservators noted that the only difficulties experienced by the Downskeepers with regard to crowds at Epsom Live! Music nights during the 2015 race season had been on 9 July, when Madness were the performer. A large crowd had gathered on the Hill at that event, despite the Racecourse not providing any facilities or encouraging attendance there. It was noted that Surrey Police had maintained a presence throughout the event.

The Vice-Chairman informed the Conservators that currently the Racecourse did not intend to hold any live music events on the Downs in 2016, to enable works to be undertaken to the Duchess's Stand Roof.

- b) Winter Work Programme. The Conservators noted that the cutting back of scrub near the top of Riflebutts Alley and cutting back of vegetation at the Langley Vale entrances to the Downs had been allocated high priorities within the Programme. The Vice Chairman informed the Committee that the works listed on the programme as clearance of large gorse at top of Middle Hill was of importance, as vegetation at the location impaired sightlines for crowds viewing the racing. It was agreed that the priority of this work would be raised.
- c) Woods at bottom of Gypsy site. The Conservators agreed that this location should not be cut back or thinned out. Additional discussion regarding this matter was held under the item titled "Matters arising from previous meetings and other items of interest" of this meeting (see Minute 13 f)).

15 MID-YEAR BUDGET MONITORING

The Conservators received a report advising it of income and expenditure in 2015/16 as at 30 September 2015, and seeking guidance on the preparation of the budget and precept for 2016/17. An updated Risk Register for the Downs, for (2015/16) was circulated at the meeting.

The Conservators noted that it was proposed to increase precept contributions by 4%. The Council's Head of Financial Services informed the Conservators that

this was proposed due to the increased pension costs incurred by the Conservators following the de-pooling of Surrey County Council's Smaller Bodies fund. The Conservators were informed that there was a forecast £18,440 use of the working balance in the current year, and that there had been a £15,000 use of it in 2014-15. The Head of Financial Services informed the Conservators that this was not sustainable, and that a 4% increase was proposed to assist in addressing this.

The Head of Financial Services also informed the Conservators that an external audit of the Conservators' 2014/15 accounts had identified one issue, which was a discrepancy of one pound. This had occurred due to rounding of calculations.

The Conservators considered the mid-year 2015-16 budget monitoring statement attached as an annexe to the report, and following queries regarding the headings under which income from event hire charges and metal detecting permits were listed, it was noted that the Head of Financial Services would look into the matter and provide a more detailed breakdown for future reports.

Following consideration, the Conservators agreed:

- to note the mid-year income and expenditure position as at 30 September 2015;
- to support the proposed 4% increase in precept contributions for 2016-17, for consideration at their meeting in January 2015. The Conservators noted that this level of increase was proposed due to the increased pension costs incurred as a result of changes to the administration of the pension fund;
- to note the 2015/16 Risk Register for the Downs.

16 EXTENSION OF 1ST TEE AND NEW PATHS ON EPSOM GOLF COURSE

The Conservators received a report presenting a proposal from Epsom Golf Club for vegetation clearance, tee extension and creation of a new path for the 1st hole of the Golf Course, and creation of a new path between the 11th and 12th Tee of the Golf Course.

Following consideration of the report, the Conservators agreed:

- the proposal submitted by Epsom Golf Club to extend the 1st tee and construct a new path as detailed within the report, including vegetation clearance as proposed.
- the proposal from Epsom Golf Club for a new path from the 11th Green to the 12th tee.

17 EPSOM GOLF CLUB - WINTER TEES PROPOSAL

The Conservators received a report presenting a proposal from Epsom Golf Club to replace Winter Tees on seven holes (2nd, 3rd, 8th, 10th, 16th, 17th) of the Golf Course.

The Conservators were informed by the Head of Legal and Democratic Services that if approval were granted for the proposal, it would not create any precedent with regard to the ongoing consideration of unauthorised works on the Golf Course (a practice area near the 18th hole – also considered in Minute 13 c), above). The Conservators considered the size of the proposed tee mats, and were informed that officers did not consider them to be excessively large. It was noted that the tee mats would be permanent, and would not be removed in summer months.

Following consideration of the report, the Conservators agreed:

- to the proposal from Epsom Golf Club to replace Winter Tees on the 2nd, 3rd, 8th, 10th, 16th, 17th and 18th Holes of the Golf Course, and to grant permission to the works under Byelaw 2 (i) (e). It was noted that this approval was subject to planning permission from the Local Authority Planning Department.

18 EVENTS ON THE DOWNS

The Conservators received a report presenting details of event requests for consideration. The Downs Manager informed the Conservators that in addition to the events listed within the report, a late request had been received from a young-persons' cross-country running league for several dates. This application had been received late, after the deadline contained within the Event Management Strategy, which the event organiser had previously been advised of. It was noted that the event organiser had previously held the event on the Downs, with no issues having been experienced as a result. Following consideration, the Conservators expressed that whilst they did not wish to enable the late submission of applications in the future, they felt that in this instance authority to consider the application should be delegated to the Clerk in consultation with the Chairman following the meeting. The Conservators expressed that they wished to support sporting activities for young people, but that it was important that the deadlines within the Event Management Strategy be adhered to. The Downs Manager was requested to inform the applicant that late applications would not be considered in the future.

Following consideration, the Conservators agreed:

- to grant approval to the following events on the Downs:
 - Epsom College Cross Country Event – Thursday 19 November 2015;
 - Royal Pigeon Racing Association Pigeon Liberations – various dates from March – October 2016;
 - The 77th Pioneer Run for Veteran Motorcycles - Sunday 20 March 2016;
 - North Cheam Baptist Church - Sunday 27 March 2016;
 - Rotary Club of Epsom Sponsored Walk - Sunday 8 May 2016;

- Round the Borough Bike - Sunday 15 May 2016;
- Cancer Research UK: Race For Life - Sunday 26 June 2016;
- Round the Borough Hike - Saturday 3 September 2016;
- to note the Calendar of Events for 2015/16;
- to note the fees and charges to be applied to each event. It was agreed that a fee should not be applied to the Round the Borough Bike on 15 May 2016 or the Round the Borough Hike on 3 September 2016.
- that the Clerk be authorised to consider whether approval be granted to the Downs Young Athletes League event application, in consultation with the Chairman.

The Conservators requested the Downs Manager to inform the organisers of the Downs Cross County League that late applications would not be considered in the future. The Conservators also requested that the deadlines for event application submission be made clearer on the website for the Downs and on the application form.

19 MINUTES OF THE EPSOM AND WALTON DOWN CONSULTATIVE COMMITTEE

The Conservators received and noted the draft Minutes of the meeting of the Epsom and Walton Downs Consultative Committee held on 29 September 2015. The following item was considered:

- Minute 2 b) ii, Reference to “must”. The Head of Legal and Democratic Services informed the Conservators that national guidance with regard to the control of dogs indicated that Byelaw 2 (2) (b) could be interpreted as a requirement to keep dogs on a lead. The Conservators expressed that the current drafting of Minute 2 b) ii did not relay this as a possibility, and requested the Democratic Services Officer to consider reviewing the wording of the Minute as a factual correction. It was suggested that the words “in his opinion” be added to the minute text, for it to read:

“The British Horse Society Representative expressed concern that the sign stated that dogs “must” be on leads prior to noon, but that in his opinion the current Downs Byelaws did not enable the Conservators to require dog walkers to do so. The Clerk informed the Committee that this would be reviewed prior to its consideration by the Conservators.” (amendment highlighted with underline)

20 DOWNS TOUR NOTES

The Conservators received and noted the Notes of the Downs Tour held on 21 September 2015. The following item was considered:

- Memorial benches on the Downs. The Conservators requested officers to present a report to a future meeting which would enable the current policy regarding memorial benches on the Downs to be reviewed. The current policy was to decline all such requests due to concerns that they would lead to a large number of similar requests, and additional maintenance responsibilities for the Downskeepers.

21 OUTSTANDING REFERENCES

The Conservators received and noted the position of their outstanding references to officers.

22 DATES OF MEETINGS IN 2016

The Conservators agreed the following dates for their meetings in 2016:

- Wednesday 20 January 2016 at 18.00 hours
- Wednesday 13 April 2016 at 18.00 hours
- Wednesday 15 June 2016 at 18.00 hours
- Wednesday 5 October 2016 at 18.00 hours

The meeting began at 6.00 pm and ended at 8.15 pm

COUNCILLOR LIZ FROST (CHAIRMAN)

Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 20 January 2016

PRESENT -

Councillor Liz Frost (Chairman); Andrew Cooper (Epsom Downs Racecourse) (Vice-Chairman); Councillor Rekha Bansil, Councillor Lucie Dallen, Simon Durrant (Epsom Downs Racecourse), Councillor Robert Foote, Nigel Whybrow (Epsom Downs Racecourse) and Councillor Clive Woodbridge

In Attendance:

Absent: Simon Dow (Horserace Betting Levy Board) and Councillor Jan Mason

Officers present: Kathryn Beldon (Director of Finance and Resources), Sam Beak (Downs Manager), Bob Harding (Head Downskeeper), Tim Richardson (Democratic Services Officer), Samantha Whitehead (Streetcare Manager) and Simon Young (Head of Legal and Democratic Services)

23 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 7 October 2015 were agreed as a true record and signed by the Chairman.

24 ITEMS OF INTEREST DISCUSSED BY THE TRAINING GROUNDS MANAGEMENT BOARD (TGMB)

The Conservators received a report providing an update on items considered by the Epsom and Walton Downs Training Grounds Management Board (TGMB). The following matters were considered:

- a) Hatched area at the foot of Walton Downs. The Conservators noted that the TGMB had considered that it had no reason to change its stance with regard to the Hatched Area, and had reconfirmed that it could not authorise the use of the Hatched Area for hack riding.
- b) Control of Dog walking. The Conservators were informed that a press release had been issued with regard to the control of dogs on the Downs, and that the issue had generated a significant amount of comment on Facebook. The Chairman and Nick Patton (Jockey Club Estates Training Ground Manager) had spoken on local radio regarding the need for dogs to be held on leads prior to noon daily.

Some media coverage had not recognised that the Downs was privately owned land, or that the restriction requiring dogs to be held on leads was only until noon daily. The Conservators noted that these key pieces of information would be reinforced through further communications.

The Head Downkeeper informed the Conservators that the Downkeepers were already informing Downs visitors of the requirement to hold dogs on leads and that a 'soft' approach was being taken to the matter. If repeat offences continued in the future, the possibility of taking action under the Byelaws remained open to the Conservators.

In response to a question, the Conservators were informed that the local trainers' code of conduct required riders using the Downs to wear fluorescent jackets. There was general adherence to this, and they also commonly used flashing lights, to increase their visibility to other Downs users.

- c) Extension of Polytrack. The TGMB intended to extend the Polytrack on Walton Downs to the full length for which it had been granted planning permission (an additional 1.5 furlongs). It hoped to undertake this work in March/April 2016.

25 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST

- a) Warning signs near traffic lights for the horse crossing in front of the Queens Stand. The Conservators were informed that the Training Grounds Management Board had approved a budget of £1,200 for the introduction of warning signs near the traffic lights.
- b) Access to the Tattenham Corner Road Crossing for pedestrians walking from Tattenham Corner Station. The Conservators considered comments on the pedestrian access in the area made by Surrey County Council Highways Service and noted that the location did not have a history of incidents or accidents. Following consideration, the Conservators did not identify any further action which they wished to pursue with regard to the crossing.
- c) Dog control on the Downs. Consideration of this matter was made under item 2 of the Agenda (Items of interest discussed by the Training Grounds Management Board (TGMB))
- d) Combined Habitat Management Plan for the Downs. The Conservators were informed that Peter Howarth, a Countryside Officer for the Borough Council had been commissioned to undertake a review of the Habitat Management Plan for Epsom Golf Club, and combine it with the Habitat Management Plan for the Downs. This would be undertaken later in the year once the weather had improved.

- e) Satisfaction of the Highways Authority to works to the surface of Walton Road. The Conservators noted that the Highways Authority representative had commented that it was satisfied with the works undertaken to the surface of Walton Road by the TGMB, and happy for the road hump to remain in place.
- f) The Queen's 90th Birthday Beacon. The Streetcare Manager informed the Conservators that an invitation to host a Beacon on 21 April 2016 had been received from the Pageant Master for the Queen's 90th Birthday celebrations.

The Conservators were informed that if it were agreed to host a beacon for the event, a gas fuelled beacon would be utilised, rather than one made from wood. This would remove several of the difficulties encountered when planning for the Queen's Golden Jubilee beacon in 2012. It was noted that the logistical arrangements for such an event would be managed by the Council's Operational Services Division.

The Conservators expressed support for the event in principle, and requested that more detailed information be provided to the Conservators and Epsom and Walton Downs Consultative Committee for consideration prior to its approval by the Chairman and the Clerk to the Conservators.

26 REPORT OF THE HEAD DOWNSKEEPER

The Conservators received and noted the report of the Head Downskeeper, which detailed recent events and works on the Downs.

27 REVIEW OF FEES & CHARGES FOR EVENTS ON THE DOWNS

The Conservators received a report providing a review of the fees and charges for events on the Downs, and proposing amendments to the Fees and Charges Policy.

The Downs Manager informed the Conservators that the report did not propose an increase to the charges for events on the Downs, as the majority of events were held for charitable purposes, and if an increase was made, it would likely discourage the organisers from holding them at all.

Following consideration, the Conservators approved the changes to the Fees and Charges Policy, as detailed in section 2 and the Annexe to the report.

28 CHANGES TO THE PROCEDURE FOR ISSUING METAL DETECTING LICENCES ON EPSOM AND WALTON DOWNS

The Conservators received a report detailing a new procedure for the issue of metal detecting licenses on the Downs, and reviewing the charge for such licences.

The following matters were considered:

- Number of permits available. The Conservators were informed that all 20 permits for 2016 had been purchased within 2 hours of being made available, and that if further licenses had been available, these would have been purchased also. The Conservators considered the potential to increase the number of licenses from 20, and noted that whilst a large increase in the number of licenses would also increase concerns that the condition of the Downs could be damaged by inappropriate digging, a small increase would likely not create any problems. The Downskeepers monitored activity by people metal detecting on the Downs, and would be able to continue to do so if there was a small increase in the number of licences issued. The Conservators considered that an increase of 5 licences would be appropriate, but should be reviewed in October 2016 to consider any issues which had arisen as a result.
- Management of inappropriate digging. The Conservators considered that Metal Detectors using the Downs should be informed that if they dug in areas not permitted by their licence, their licence would be revoked. Officers were requested to review the wording of the licence to this effect.
- Price of Licences. The Conservators considered and supported the proposed increase in price of the Metal Detecting Licenses to £40 from January 2017.

The Conservators also discussed the potential for a future annual £5 increase in the cost of the Licence. Future increases in the price of the Metal Detecting Licence would be considered when the Licenses were next reviewed.

Following consideration, the Conservators:

- (1) Noted the changes to the procedure for issuing metal detecting licences as detailed in Annexe 1 to the report;
- (2) Agreed to increase the fee per Metal Detecting Licence to £40 for the 2017 calendar year;
- (3) Agreed to increase the maximum number of Metal Detecting Licences available to 25 with immediate effect, subject to a review of the number of licences being presented to the October 2016 meeting of the Conservators.
- (4) Requested Officers to review the wording of the Licenses, and amend it if necessary to make it clear that they would be revoked if the licence holder dug in non-permitted areas.

29 BUDGET 2016-17

The Conservators received a report seeking approval to the 2016/17 budget and to the amounts to be recovered from the constituent bodies.

Following consideration, the Conservators:

- (1) Agreed the budget for 2016/17 as set out in Annexe 1 to the report, with a request for a 4% increase in precept from the constituent bodies as follows:-

Epsom and Ewell Borough Council: £222,770

Epsom Downs Racecourse: £111,380

Epsom and Walton Downs Training Board: £37,130

30 EPSOM DOWNS RACING SEASON 2016

The Conservators received a report informing them of the dates for race meetings in 2016 and presenting a request from Epsom Downs Racecourse for extensions to the periods permitted for fencing.

Simon Durrant informed the meeting that an evening music event would be held at the Racecourse following the racing on 30 June 2016, and that details of the event would be publicised within the next two weeks.

The Conservators noted that the extensions requested were the same as those granted in 2015. Simon Durrant informed the meeting that the extensions were necessary as the preparation and dismantling periods permitted by the Epsom and Walton Regulation Act 1984 did not overlap in the current calendar year, as they did in some years. Simon Durrant also informed the Conservators that the fencing for the Lonsdale Enclosure would include an entrance and an exit at all times, to enable its use as a hack riding area under the Act.

The Conservators noted the information contained within sections 7 and 8 of the report (relating to previous decisions and legal clarification), and following consideration:

- (1) Noted the dates of the 2016 racing season for Epsom Downs;
- (2) Granted consent under the Byelaws for the Downs for the start of the fencing period for the Upper Tattenham Enclosure and Lonsdale Enclosure to be brought forward to 16 May 2016, an extension of 4 days;
- (3) Granted consent under the Byelaws for the Downs to the extension of the fencing period for the Lonsdale Enclosure to 15 June 2016, an extension of 1 day;
- (4) Granted consent under the Byelaws for the Downs to the extension of the fencing period for the Lonsdale Enclosure to enable fencing to remain in place between the dates of 8 -14 August 2016, an extension of 7 days.

31 HACK SAND TRACK, FOOT OF WALTON DOWNS

The Council's Head of Legal and Democratic Services apologised that it had not been possible to provide a report regarding this matter to this meeting of the Conservators. A full written report would be presented to the next meeting, on 13 April 2016.

32 EPSOM GOLF CLUB UNAUTHORISED DEVELOPMENT

The Council's Head of Legal and Democratic Services apologised that it had not been possible to provide a report regarding this matter to this meeting of the Conservators. A full written report would be presented to the next meeting, on 13 April 2016.

33 OUTSTANDING REFERENCES

The Conservators received and noted the position of their outstanding references to officers.

The meeting began at 6.00 pm and ended at 6.55 pm

COUNCILLOR LIZ FROST (CHAIRMAN)

THE QUEEN'S 90TH BIRTHDAY BEACON

<u>Report of the:</u>	Clerk to the Conservators
<u>Contact:</u>	Samantha Whitehead
<u>Annexes/Appendices (attached):</u>	<u>Annexe 1</u> – Picture of Gas Fuelled Beacon
<u>Other available papers (not attached):</u>	Event Management Strategy for Epsom Downs

REPORT SUMMARY

To consult on the proposed Beacon lighting ceremony and supporting event on Epsom Downs to commemorate the Queen's 90th Birthday.

RECOMMENDATION (S)

Notes

(1) That the Committee identifies any suggestions or concerns which it has with regard to the proposal to hold a Beacon lighting ceremony on Epsom Downs on 21 April 2016.

1 Proposal

- 1.1 An invitation to hold a beacon lighting ceremony on Epsom Downs in commemoration of the Queen's 90th Birthday has been received from Epsom and Ewell Borough Council. This proposal is to light a beacon in the Grandstand Road car park on the evening of 21 April 2016, as part of a nationwide event and celebration.
- 1.2 In addition to the beacon lighting ceremony the organisers have proposed a number of ancillary activities to give the evening more of a 'community event' feel. The additional activities are not fully confirmed but are likely to include food and music to create ambience.
- 1.3 At their meeting on 20 January 2016, the Epsom and Walton Downs Conservators granted an in-principle agreement to the lighting of a beacon and the supporting event, but requested that a more detailed schedule and plan of the event be presented to the next meeting of the Epsom and Walton Downs Consultative Committee for comment.

2 The Queen's 90th Birthday Beacons

- 2.1 On 21 April, to mark the Queen's 90th Birthday, beacons will be lit throughout the United Kingdom, the Channel Islands, the Isle of Man and the United Kingdom Overseas Territories.
- 2.2 The Beacon Project, by agreement with The Royal Household, will form an important part of The Queen's 90th birthday celebrations, and Her Majesty The Queen has graciously agreed to light the Principle Beacon on 21 April 2016, although the location of the Principle Beacon has not yet been disclosed.
- 2.3 Whilst there are well over 250 locations already pledged to take part in the 90th Birthday Beacon events, Officers expect the 90th Birthday Beacon events to be slightly lower key than the 2012 celebrations, when 2,012 beacons were lit worldwide.

3 Beacon on Epsom Downs

- 3.1 The proposed beacon lighting ceremony on Epsom Downs is requested to take place in the Grandstand Road car park between the hours of 6:30pm – 9:30pm on Thursday 21 April 2016. The beacon itself will be lit at a specific time between 7:30pm – 8:30pm. The organisers have yet to receive notification of the exact time the Epsom Downs Beacon is to be lit.
- 3.2 In addition to the lighting of the Beacon, it is proposed to hold a small supporting event at the same location from 6:30pm on 21 April 2016, including the provision of food and drink. The event will be organised and managed by Epsom & Ewell Borough Council's Operational Services department.
- 3.3 For reasons of simplicity and safety, Epsom & Ewell Borough Council will purchase a commemorative, gas fuelled Beacon. Please see picture in Annexe 1.
- 3.4 As the proposed event is on a smaller scale than the 2012 celebrations it is estimated that the event will not attract more than 1,000 people. All relevant licences will be obtained by the organiser in order to provide entertainment. As this is a Council event it will be covered under Epsom & Ewell's public liability insurance. In addition, risk assessments and public liability insurances will be sought from each individual business/organisation supplying a service as part of the event. Operational Services staff and volunteers will provide marshalling and all organisational arrangements.
- 3.5 Following the end of the event, a clear-up operation will take place. All rubbish will be disposed of in designated waste bins and a further clear-up exercise will take place early Friday morning to ensure nothing has been missed from the night before.

4 Previous Beacons on the Downs

- 4.1 The Conservators previously granted approval for the lighting of a beacon on Epsom Downs to commemorate The Queen's Golden Jubilee in 2002 and The Queen's Diamond Jubilee in 2012. Both events were deemed successful with no negative feedback reported.

5 Recommendation and conclusion

- 5.1 This is a moderate sized event which forms part of a national celebration to commemorate The Queen's 90th Birthday. The Conservators have already granted an 'in-principle' agreement for both the lighting ceremony and the additional supporting event.
- 5.2 The Consultative Committee is requested to identify any suggestions or concerns which it has with regard to the event, prior to final arrangements being made.

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Queen's 90th Birthday Beacon



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