

NONSUCH PARK JOINT MANAGEMENT COMMITTEE

Monday 16 June 2025 at 10.00 am

Mansion House, Nonsuch Park

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.

Committee Members

Councillor Louise Phelan, London Borough of Sutton (Chair)
Councillor Julian Freeman, Epsom & Ewell Borough Council
Councillor Tony Froud, Epsom & Ewell Borough Council
Councillor Peter Geiringer, London Borough of Sutton
Councillor Christine Howells, Epsom & Ewell Borough Council
Councillor Christopher Woolmer, London Borough of Sutton

Yours sincerely



Clerk to the Committee

For further information, please contact democraticservices@epsom-ewell.gov.uk or 01372 732000

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building. Move to the assembly point and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

This meeting will be held at the Mansion House, Nonsuch Park. A limited number of seats will be available in the public seating area. If you wish to observe the meeting from the seating area, please arrive at the Mansion House before the start of the meeting. A member of staff will show you to the seating area. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

Information about the membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for this Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at democraticservices@epsom-ewell.gov.uk.

Questions and Statements from the Public

Up to 30 minutes will be set aside for questions and statements from members of the public at meetings of this Committee. Any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough may ask a question or make a statement on matters related to the management and control of the Park.

Questions cannot relate to the personal affairs of an individual or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chair are inappropriate or offensive will not be accepted. Each question or statement will be limited to 3 minutes in length

Members of the public are requested to submit their questions in writing to democraticservices@epsom-ewell.gov.uk by noon on the third working day before the day of the meeting. For this meeting this is **Noon, Wednesday 11 June**.

Statements are requested to be submitted in writing to democraticservices@epsom-ewell.gov.uk by noon on the working day before the day of the meeting. For this meeting this is **Noon, Friday 13 June**.

Questions and statements not submitted to Democratic Services prior to the meeting may be accepted at the Chair's discretion.

For more information on public speaking protocol at Committees, please see [Annex 4.2](#) of the Epsom & Ewell Borough Council Operating Framework.

Exclusion of the Press and the Public

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government Act 1972 (as amended). Should any such matters arise during the course of discussion of the below items or should the Chair agree to discuss any other such matters on the grounds of urgency, the Committee may wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

Filming and recording of meetings

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Members of the Press who wish to film, record or photograph a public meeting should contact the Council's Communications team prior to the meeting by email at: communications@epsom-ewell.gov.uk

Filming or recording must be overt and persons filming should not move around the room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non-handheld devices, including tripods, will not be allowed.

AGENDA

1. APPOINTMENT OF A CHAIR FOR 2025/26

The Committee is asked to appoint a Chair of the Nonsuch Park Joint Management Committee from Councillors representing Epsom & Ewell Council for the Municipal Year 2025/26.

2. QUESTIONS AND STATEMENTS FROM THE PUBLIC

Up to 30 minutes will be set aside for the Committee to receive any questions or statements from members of the public.

To register to ask a question or make a statement at a meeting of the Committee, please contact: Democraticservices@epsom-ewell.gov.uk

Questions and statements not submitted to Democratic Services prior to the meeting may be accepted at the Chair's discretion.

3. DECLARATIONS OF INTEREST

To receive declarations of any Disclosable Pecuniary Interests or other registrable or non-registrable interests from Members in respect of any item to be considered at the meeting.

4. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 14)

The Committee is asked to confirm as a true record the Minutes and the Restricted Minutes of the Meeting of the Committee held on 24 March 2025 (attached) and to authorise the Chair to sign them.

5. CALENDAR OF MEETINGS 2025/26 (Pages 15 - 18)

To fix the dates and times for meetings of the Nonsuch Park Joint Management Committee for the 2025/26 Municipal Year.

6. VERBAL UPDATE FROM THE NONSUCH VOLES

The Nonsuch Voles shall provide the Committee with a verbal update regarding the Tree Register and the recent allocation of Champion Tree status to four trees within Nonsuch Park.

7. APPOINTMENT OF THE COMMITTEE TREASURER (Pages 19 - 22)

This report requests that the Committee delegates the role of Committee Treasurer to the Director of Corporate Services and Section 151 Officer (Chief Finance Officer).

8. NONSUCH PARK SOLAR SYSTEM EXPLORATION WALK UPDATE (Pages 23 - 32)

This report updates the Committee on the progress of the Solar System Exploration Walk project and seeks approval for the size, materials and locations of the walk's information boards.

**9. NONSUCH PARK JOINT MANAGEMENT COMMITTEE FINAL ACCOUNTS
2024-25 (Pages 33 - 42)**

This item presents the Joint Management Committee's final accounts for the financial year 2024/25.

**Minutes of the Meeting of the NONSUCH PARK JOINT MANAGEMENT
COMMITTEE held at the Mansion House, Nonsuch Park on 24 March 2025**

PRESENT -

Councillor Louise Phelan (London Borough of Sutton) (Chair); Councillors Julian Freeman (Epsom & Ewell Borough Council) (items 33-37 only), Tony Froud (Epsom & Ewell Borough Council), Christine Howells (Epsom & Ewell Borough Council), Vanessa Udall (London Borough of Sutton) (as nominated substitute for Councillor Peter Geiringer) and Christopher Woolmer (London Borough of Sutton)

In Attendance: Richard Harris (Representative) (Friends of Nonsuch), Peter Lockwood (Representative) (Nonsuch Voles), Martin Howe (Representative) (Ewell Astronomical Society) (items 30-33 only) and Suzanne Fox (Representative) (Ewell Astronomical Society) (items 30-33 only)

Absent: Councillor Peter Geiringer (London Borough of Sutton)

Officers present: Mark Shephard (Head of Property and Regeneration), Tony Foxwell (Senior Surveyor), Samantha Whitehead (Interim Assistant Head of Service - Streetcare), Mitra Hagh-Shenas (Accountant), Ian Wolstencroft (Contracts Officer London Borough of Sutton) and Dan Clackson (Democratic Services Officer)

30 QUESTIONS AND STATEMENTS FROM THE PUBLIC

No questions or statements were received from the members of the public.

31 DECLARATIONS OF INTEREST

Events in the Park

Councillor Louise Phelan, Other Interest: In the interest of openness and transparency, Councillor Louise Phelan wished to declare that she was the current Chair of the Sutton Council Licensing Committee. It was noted that the proposed licence application would be submitted and administered by Epsom and Ewell Officers, and that Councillor Phelan would not be involved in the submission or the determination of the application.

32 MINUTES OF THE PREVIOUS MEETING

The Committee confirmed as a true record the public minutes and the restricted minutes of the meeting of the Committee held on 20 January 2025 and authorised the Chair to sign them.

33 SOLAR SYSTEM EXPLORATION WALK PROPOSAL

The Committee received a report providing an updated proposal for a Solar System Exploration Walk in Nonsuch Park.

The Committee considered the following matters:

- a) **General Information.** The representative of the Ewell Astronomical Society provided an opening statement:
 - He stated that the Ewell Astronomical Society had considered the use of information boards versus QR codes for the walk, recognising that information boards would be more visual impactful, with the QR codes being less costly. He advised that a hybrid approach would be best, with information boards at either end of the walk and QR codes in between. He explained that QR code usage could be tracked in order to gauge popularity.
 - He explained that the Ewell Astronomical Society had recently entered into collaboration with Whistlestop Arts, who would be providing artistic visuals and other enhancements to the project.
 - He explained that Ewell Astronomical Society had submitted an application to Your Fund Surrey to fund the project.
 - He explained that the walk could be done in either direction, with arrow markers along the way to direct people, with one end of the walk proposed near the London Road entrance car park, and the other near the Mansion.
 - He stated that the walk would also provide people with historical information relevant to Nonsuch Park, with respect to astronomy and the solar system.
- b) **Accessibility Consideration.** A Member suggested that, depending on the height of the large notice boards, some people such as children or wheelchair users may have difficulty reading the information on them. The representative of the Ewell Astronomical Society stated that the notice boards do not have a predetermined height and that he would seek advice on the most appropriate height for them.
- c) **Digital/Physical Content Considerations.** With respect to the QR codes for the solar system walk, the Committee considered that mobile data can oftentimes be unreliable in certain parts of the Park. The Interim Assistant Head of Service (Streetcare) advised that investigations would be conducted to ascertain the viability of QR codes along the proposed route for the walk. The representative of the Ewell Astronomical Society stated that if QR codes proved unviable, printed information leaflets could be provided as an alternative. The Interim Assistant Head of Service

(Streetcare) explained that the leaflets for the tree trail were printed at Epsom Town Hall, and the cost of leaflets for the solar system walk could likely be covered within existing budgets. The representative of the Nonsuch Voles stated that the leaflets for the tree trail had proven very popular, with the dispenser needing daily refilling. The Interim Assistant Head of Service (Streetcare) stated that the leaflets produced by Whistlestop Arts, with whom the Ewell Astronomical Society had recently entered into collaboration, also had a track record of popularity and success.

- d) **Timescale.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) stated that the cut-off date for applications was the end of March, and that it could take 6-8 weeks from that time to know if the application was successful.

Following consideration, the Committee unanimously resolved to:

- (1) **Support and approve the updated proposal for a Solar System Exploration Walk in Nonsuch Park, as at appendix 1 to the report, subject to a successful funding application to Your Fund Surrey.**

34 NONSUCH PLANNED MAINTENANCE REPORT UPDATE AND 2025-26 PRIORITY WORKS

The Committee received a report providing an update on the current financial year 2024-25 priority planned maintenance programme (including additional Health & Safety and emergency works undertaken during the year), and seeking approval for the forthcoming 2025-26 priority planned maintenance works.

The Committee considered the following matters:

- a) **Car Park Works.** In response to a question from a Member, with respect to the issue of potholes in the car parks, the Senior Surveyor stated there was insufficient budget/reserves to carry out the works necessary to resurface the car parks, and that the budget only allowed for potholes to be addressed on a case-by-case basis. He stated that Nonsuch Park had recently been successful in securing grant funding for various works across the Park, and that he was hopeful that possible future grant funding might be able to go towards works within the car parks. Members of the Committee considered that Surrey County Council or local private contractors might be able to fill potholes in the Park's car parks for a reduced rate.
- b) **Mansion House Maintenance.** In response to a question from a Member, the Senior Surveyor explained that Bovingdons were responsible for the internal areas of the Mansion, with the Committee responsible for the communal/external areas and the public toilets. He explained that the Mansion was a grade II listed building, and if Bovingdons were made responsible for all of the building's costs, they would be unable to afford to use the building. He explained that their rent goes in part towards the

repair costs covered by the Committee. The Interim Assistant Head of Service (Streetcare) informed the Committee that Bovigdons employs a permanent caretaker dedicated to the maintenance of the building's interior. The Head of Property and Regeneration explained that Bovigdons' contract requires them to keep the interior of the Mansion in a good state of repair, explaining that prior to their tenancy the building was empty and its interior deteriorated, and that Bovigdons had brought the building's interior back to its current restored state for their wedding business.

- c) **Formal Gardens Works.** The Senior Surveyor informed the Committee of the works that had recently been completed in the formal gardens, funded by the Friends of Nonsuch. He explained that the wall by the Greenhouse had been successfully rebuilt and that replacement stone lions had been installed by the steps.
- d) **Mansion House Roof Works.** In response to a question from a Member, the Senior Surveyor explained that the works to the roof would need listed building consent and that Bovigdons would be consulted prior to any works taking place due to the possible effect it may have on their wedding business.

Following consideration, the Committee unanimously resolved to:

- (1) **Note the progress of the works (including the additional Health & Safety and emergency works) carried out during the current financial year 2024-25.**
- (2) **Approve the proposed planned maintenance priority works for 2025-26.**

35 EVENTS IN THE PARK

The Committee received a report seeking approval to explore the possibility of hosting children's funfairs in the park as a new income stream and visitor attraction, seeking delegated authority for appointed officers to negotiate the standard terms and conditions of hire as necessary and to apply for a premises licence for the London Road Picnic Area, and presenting the committee with details of events taking place in the park in 2025.

The Committee considered the following matters:

- a) **Funfair for Young Children in the Park.** The Committee were informed that the operator of 'Spectacular' children's funfairs had expressed interest in holding an event at Nonsuch Park, in the London Road London Road Picnic Area, for September time. The Interim Assistant Head of Service (Streetcare) and the Contracts Officer stated that the operator had previously held funfair events in Epsom & Ewell and in Sutton, and had a track record of being flexible, responsible, and reliable. The Interim Assistant Head of Service (Streetcare) confirmed that contractually any

ground damages caused by the funfair would be the responsibility of the operator.

- b) **Larger Funfair Considerations.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) stated that the gated entrance to the Park was not wide enough to accommodate larger scale funfairs in the Park, such as the ones held at Hook Road Arena, and that widening the gates would be very costly and require planning permission. She stated that larger scale funfairs aimed at an older audience come with an increased risk of damages and antisocial behaviour, and advised that they may not be a suitable fit for Nonsuch Park.
- c) **Extent of Premises licence Application.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) confirmed that the proposed application for the premises licence as set out in the report would cover the London Road picnic area only. She stated that in the future, if necessary, application(s) could be made for additional area(s) in the Park.
- d) **Gardens as Space for Events.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) advised that the formal gardens space can be used to hold events, but would require consultation with Bovingdons in each case.
- e) **Potential Event Consideration.** A Member enquired as to whether Nonsuch Park could be used to hold open air cinema events. The Interim Assistant Head of Service (Streetcare) stated that the matter would be investigated.
- f) **Event Marketing and Advertisement.** In response to comments from a Member, the Interim Assistant Head of Service (Streetcare) stated that the extent to which the Park can be promoted and advertised to companies and event organisers as a hireable space was limited by Council staff resource. She stated that there was currently no budget for a dedicated post to fill a Nonsuch Park event coordinator role.
- g) **Upcoming Cancer Race Event.** In respect of the upcoming Cancer Research charity run event, the Interim Assistant Head of Service (Streetcare) Sam stated it was expected that the Park could accommodate the number of people predicted to attend, though parking availability might prove challenging.
- h) **Upcoming Music Festival Event.** The Interim Assistant Head of Service (Streetcare) stated that the upcoming 'Beats & Eats Summer Festival' would be run by the same operator as the Town & Country Show. She addressed Members' concerns by explaining that the music festival would be treated as a family event, and would not go on late or involve any camping.

- i) **Additional Upcoming Event.** Sam: The Interim Assistant Head of Service (Streetcare) informed the Committee that an additional application for an event not listed in the report had recently been received for a traditional dance performance in the Park, due to be held by the site of the old banqueting house. It was suggested that a site near the Mansion would be more suitable – the Interim Assistant Head of Service (Streetcare) stated she would investigate that possibility.

Following consideration, the Committee unanimously resolved to:

- (1) **Authorise officers to explore hosting children’s funfairs in Nonsuch Park to generate revenue.**
- (2) **Nominate and authorise Epsom & Ewell Borough Council’s Head of Operational Services, Interim Assistant Head of Service Streetcare, and Head of Legal to complete final negotiations and agreement of contractual terms and enter into licence agreements as necessary for all events in the park as set out in paragraph 3.2 of the report.**
- (3) **Nominate and authorise Epsom & Ewell Borough Council’s Head of Operational Services, Interim Assistant Head of Service Streetcare, and Operational Services Business Advisor to apply for a Premises Licence for the London Road Picnic Area to ensure compliance with licencing regulations for large events.**
- (4) **Note the upcoming events in the park for 2025.**

36 PLAYGROUND PROJECT UPDATE

The Committee received a report updating the committee on the Playground Project for the London Road Picnic Area in Nonsuch Park.

The Committee considered the following matters:

- a) **Equipment on Offer.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) clarified that all of the equipment pictured within Appendix 1 to the report would be provided as part of the playground.
- b) **Health & Safety Considerations.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) confirmed that all of the proposed equipment accorded with the necessary safety requirements. She stated that the playground would receive weekly visual inspections, quarterly detailed inspections, and yearly RoSPA (Royal Society for the Prevention of Accidents) inspections. She stated that dogs would not be able to access the playground as it would be located in a fenced-off section of the Park. She stated that Initial checks indicated that the proposed location for the playground was suitable.

- c) **Accessibility and Inclusivity.** In response to questions from Members, the Interim Assistant Head of Service (Streetcare) and Contracts Officer stated that options for accessible and inclusive equipment would be investigated for users of the playground with mobility, mental or visual disabilities.
- d) **Equipment Lifespan.** Following a question from a Member, the Interim Assistant Head of Service (Streetcare) advised that the proposed equipment would have a predicted lifespan of 10-15 yrs before needing to be decommissioned.
- e) **Upkeep and Maintenance.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) explained that if during routine inspections it were to become apparent that any of the equipment had fallen into a state beyond repair, then that equipment would be removed and not replaced. She stated that costs for basic repairs would be covered by Epsom & Ewell Council's parks budget. She stated that the Committee would be updated as appropriate on any significant repairs or removals of equipment.
- f) **Timescale.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) advised that the commencement of the construction of the playground was contingent on the success of the funding application.

Following consideration, the Committee unanimously resolved to:

(1) Note the progress of the project

37 EXCLUSION OF PRESS AND PUBLIC

During the Committee's debate on item 9 of the agenda (Signing Probate/Administration Papers), the Committee agreed that, due to the sensitivity of the information contained within Appendix 1 to the report, an exclusion of the press and public would be necessary in order to enable effective debate on the matter in question.

The Committee unanimously resolved to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involved the likely disclosure of exempt information as defined in paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

38 SIGNING PROBATE/ADMINISTRATION PAPERS

The Committee received a report seeking to nominate and authorise the Chief Executive of Epsom & Ewell and Clerk to the Nonsuch Committee to deal in

obtaining probate/administration and sign all the necessary paperwork in connection with the same.

The summary of the Committee's debate during Part II of the meeting is recorded in a separate (not for publication) restricted minute.

Following consideration, the Committee unanimously resolved to:

- (1) Nominate and authorise the Chief Executive of Epsom & Ewell Borough Council and Clerk to the Nonsuch Park Joint Management Committee, and in their absence the Deputy Chief Executive of Epsom & Ewell Borough Council, to act in all applications for Probate/administration of estate purposes and sign all papers in connection with such applications.**
- (2) Nominate and authorise the Chief Executive of Epsom & Ewell Borough Council and Clerk to the Nonsuch Park Joint Management Committee, and in their absence the Deputy Chief Executive of Epsom & Ewell Borough Council, to act in the application for Probate/administration and sign all papers in connection with the application as set out in Exempt Appendix 1 to the report.**

The meeting began at 10.02 am, was adjourned between 11:38 – 11:42, and ended at 11.46 am

COUNCILLOR LOUISE PHELAN (CHAIR)

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CALENDAR OF MEETINGS 2025/26

Head of Service: Jackie King, Chief Executive
Report Author Dan Clackson
Wards affected: Nonsuch Ward;
Urgent Decision?(yes/no) No
If yes, reason urgent decision required:
Appendices (attached):

Summary

To fix the dates and times for meetings of the Nonsuch Park Joint Management Committee for the 2025/26 Municipal Year.

Recommendation (s)

The Committee is asked to:

- (1) Fix the day and time of its meetings for the municipal year 2025/26, as set out at section 2.2.**

1 Reason for Recommendation

- 1.1 The Committee is required to fix the day and time of its four ordinary meetings for the current municipal year at its first meeting of the year.

2 Background

- 2.1 A draft programme of meetings for 2025/26 was approved by the Committee at its meeting on 20 January 2025. The draft programme is set out below:
- 2.2
- Monday 16th June 2025, 10:00
 - Monday 13th October 2025, 10:00
 - Monday 19th January 2026, 10:00
 - Monday 23rd March 2026, 10:00

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None

3.2 Crime & Disorder

3.2.1 None

3.3 Safeguarding

3.3.1 None

3.4 Dependencies

3.4.1 None

3.5 Other

3.5.1 None

4 Financial Implications

4.1 None

4.2 **Section 151 Officer's comments:** None for the purposes of this report.

5 Legal Implications

5.1 None

5.2 **Legal Officer's comments:** None for the purposes of this report

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged: N/A

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None

6.4 **Sustainability Policy & Community Safety Implications:** None

6.5 **Partnerships:** None

6.6 **Local Government Reorganisation Implications:** None

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Nonsuch Park Joint Management Committee, 20th January 2025 – Future Dates for Meetings of the Committee 2025/26](#)

Other papers:

- None

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APPOINTMENT OF THE COMMITTEE TREASURER

Head of Service: Cagdas Canbolat, Director of Corporate Services and Section 151 Officer (Chief Finance Officer)

Report Author Dan Clackson

Wards affected: Nonsuch Ward;

Urgent Decision? No

If yes, reason urgent decision required:

Appendices (attached):

Summary

This report requests that the Committee delegates the role of Committee Treasurer to the Director of Corporate Services and Section 151 Officer (Chief Finance Officer).

Recommendation (s)

The Committee is asked to:

- (1) Delegate to the Director of Corporate Services and Section 151 Officer (Chief Finance Officer) (EEBC) the role of Treasurer to the Committee.**
- (2) Nominate and authorise the Chief Accountant (EEBC) to deputise for the Treasurer to the Committee.**

1 Reason for Recommendation

- 1.1 As set out in the Agreement to amend the Agreement (dated 12 April 1937) regarding the management of the land known as Nonsuch Park, the Committee is required to appoint an appropriate Officer from Epsom & Ewell Borough Council ('EEBC') as Treasurer to the Committee.
- 1.2 The Treasurer's duties and responsibilities relate to the Committee's financial strategy and arrangements for effective governance.

2 Background

- 2.1 Historically the position of Committee Treasurer has been held by the Head of Finance (EEBC). Following an organisational restructure which saw the discontinuation of the Head of Finance position, the Committee is now asked that the role of Committee Treasurer be delegated to the Director of Corporate Services and Section 151 Officer (Chief Finance Officer) (EEBC).
- 2.2 The Committee is asked to authorise the Chief Accountant (EEBC) to deputise for the Committee Treasurer with authority to act in the Treasurer's absence.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None.

3.2 Crime & Disorder

3.2.1 None.

3.3 Safeguarding

3.3.1 None.

3.4 Dependencies

3.4.1 None.

3.5 Other

3.5.1 None.

4 Financial Implications

4.1 None.

4.2 **Section 151 Officer's comments:** None for the purposes of this report.

5 Legal Implications

5.1 None.

5.2 **Legal Officer's comments:** None for the purposes of this report

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- N/A

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** None.

6.4 **Sustainability Policy & Community Safety Implications:** None.

6.5 **Partnerships:** N/A

6.6 **Local Government Reorganisation Implications:** None.

7 **Background papers**

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- None.

Other papers:

- None.

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NONSUCH PARK SOLAR SYSTEM EXPLORATION WALK UPDATE

Head of Service:	Ian Dyer, Head of Operational Services
Report Author	Dan Clackson
Wards affected:	Nonsuch Ward;
Urgent Decision?(yes/no)	
If yes, reason urgent decision required:	
Appendices (attached):	Appendix 1 - An update by the Ewell Astronomical Society to the Nonsuch Park Joint Management Committee 16th June 2025

Summary

This report updates the Committee on the progress of the Solar System Exploration Walk project and seeks approval for the size, materials and locations of the walk's information boards.

Recommendation (s)

The Committee is asked to:

- (1) Receive and note the presentation provided by the Ewell Astronomical Society, as seen at Appendix 1.**
- (2) Approve the size, materials and locations of the walk's information boards, as set out in sections 4 and 5 of Appendix 1.**

1 Reason for Recommendation

- 1.1 Final approval is sought from the Committee regarding the arrangements for the signage of the Solar System Exploration Walk, in order that the project can be brought to completion.

2 Background

- 2.1 At its January 2025 meeting, the Committee was presented with a proposal from the Ewell Astronomical Society ('EAS') for the installation of a Solar Exploration Walk in Nonsuch Park. An agreement in principle was approved by the Committee, contingent upon the securing of external funding and a further presentation to the Committee of a more detailed proposal at its subsequent meeting.
- 2.2 At its March 2025 meeting, the Committee received an updated proposal for the Solar System Exploration Walk from the EAS. The update confirmed the project had met the criteria for application to the Your Fund Surrey scheme and was currently awaiting approval. The update set out options for size and style of the information boards, along with proposed visuals. The update also proposed the route along which the boards would be located, as well as breaking down the project's costs. The Committee agreed to support and approve the updated proposal, subject to the success of the funding application to Your Fund Surrey.
- 2.3 The EAS has since confirmed that the application to Your Fund Surrey has been successful, and that the project has now been fully funded. The EAS now seeks the Committee's final approval of the size, materials and locations of the walk's information boards, as set out in the appendix to the report, in order that the project can be brought to completion.

3 Risk Assessment

Legal or other duties

3.1 Equality Impact Assessment

3.1.1 None.

3.2 Crime & Disorder

3.2.1 None.

3.3 Safeguarding

3.3.1 None.

3.4 Dependencies

3.4.1 None.

3.5 Other

3.5.1 None.

4 Financial Implications

- 4.1 There are no financial implications for the Committee as the project costs will be covered in full by the Your Fund Surrey scheme.

- 4.2 **Section 151 Officer's comments:** Financial implications are included in the body of the report.

5 Legal Implications

- 5.1 Prior to the commencement of the installation of any signage, a formal legal agreement will be drawn up to clearly define the responsibilities and commitments of both parties.
- 5.2 **Legal Officer's comments:** None save as outlined above

6 Policies, Plans & Partnerships

- 6.1 **Council's Key Priorities:** The following Key Priorities are engaged:
- N/A
- 6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.
- 6.3 **Climate & Environmental Impact of recommendations:** None.
- 6.4 **Sustainability Policy & Community Safety Implications:** None.
- 6.5 **Partnerships:** None.
- 6.6 **Local Government Reorganisation Implications:** None.

7 Background papers

- 7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Nonsuch Park Joint Management Committee, 20 January 2025 – Nonsuch Park Solar System Exploration Walk](#)
- [Nonsuch Park Joint Management Committee, 24 March 2025 – Solar System Exploration Walk Proposal](#)

Other papers:

- None.

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Nonsuch Park Solar System Walk

An update by the Ewell Astronomical Society to the
Nonsuch Park Joint Management Committee 16th June 2025

1. Background

At the JMC Meeting in March 2025 the Ewell Astronomical Society (EAS) provided a second update on a proposal to install a solar system themed walk within the park. Following consideration, the Committee unanimously resolved to:

Support and approve the updated proposal for a Solar System Exploration Walk in Nonsuch Park, as at appendix 1 to the report, subject to a successful funding application to Your Fund Surrey¹

- The walk would entail a walking trail covering a distance of at least 1 kilometre within the park
- Information points would be situated at scale distances to the main objects within the solar system
- Information would be delivered through a combination of printed signs, with supporting website pages linked by a QR code on the signs. Additionally, a leaflet could be made available from the mansion house, similar in nature to the one being used very successfully by the Nonsuch Voles
- This information will also feature other aspects of the park, such as an historical timeline and the sundial, and can support public engagement through outreach events held in the park

¹ As documented in the minutes of the JMC meeting 24 March 2025, s.33(1)

2. Funding

We received confirmation of our successful bid to Your Fund Surrey on the 7th of May. We are now obliged to deliver on this project within six months.

3. Mobilisation

We are now in the process of mobilising the project

- Suppliers of the furniture (signs and posts) have been contacted to confirm availability and costs. There has been no material change to the original estimated costs
- Whistlestop Arts have been engaged and we are working on a memorandum of understanding between ourselves in terms of detailed deliverables
- A budget tracking spreadsheet has been developed to ensure we keep within budget
- A project plan has been drafted to map out the key deliverables necessary over the six-month timeframe
- We have had an initial discussion with Nonsuch Voles who are very supportive of the project and even offered their assistance to help install the furniture

4. Signage

The original proposal was to install an A2-sized information board at each end of the walk, with A4 signs (including a QR code for additional web-based information) mounted on scaffold boards (38 x 225 mm).

Having secured the funding, and the kind offer of assistance to install the furniture by Nonsuch Voles, this has given us some additional headroom to allow an upgrade to the signage:

- The proposed A2-sized information boards can be upgraded to a more visually impactful A1 size. We should also be able to accommodate an additional cost of having the frames finished in a green colour rather than the standard anodised aluminium finish.
- The A4 signs can be installed on brown-coloured recycled plastic sleepers (80 x 230 mm). This will mean a more rigid support giving a much longer lifespan and lower maintenance cost compared to the originally proposed scaffold boards
- It has also been suggested that, subject to budget, we place an A4-sized post and sign in the other main car parks (London Road (north end) and Cheam) informing visitors of the walk and where to start it.

→ We would appreciate confirmation from the committee to undertake these upgrades.

5. The Route

The planned route still follows the original proposal – approximately 1.5 km from the London Road southern carpark to the mansion house.

- A survey walk was conducted to ensure suitability of the route, including the area in the immediate vicinity of the mansion house
- Some concerns had been raised about the availability of a mobile phone signal throughout the park in order to access the supplementary information available via a QR code. The survey walk indicated that a mobile phone signal was available along the entire route, albeit at a low-to-moderate signal strength, switching between 4G and 5G (for both EE and Vodafone networks)
- Information on the A1 signs at each end will be structured such that the walk can be undertaken in either direction
- At the mansion house end it is proposed to have the initial (A1-sized sign) in the periphery of the small car parking area directly outside of the mansion house/café. Appreciating the aspect of the front of the mansion house, it would be proposed to locate the first A4-sized board just through the gate from the front of the mansion house on Fir Walk
- The intermediate A4-sized signs would then be placed at scaled distances along the route, ending at the other A1-sized board adjacent to the car park
- As the inner planets' boards will be spaced very close together, the proposed 'starting' point with the Sun board would be at the car park end to avoid potential pedestrian congestion along Fir Walk, which can also be a busy traffic route
- Arrow markers would be placed at the junctions of this route.

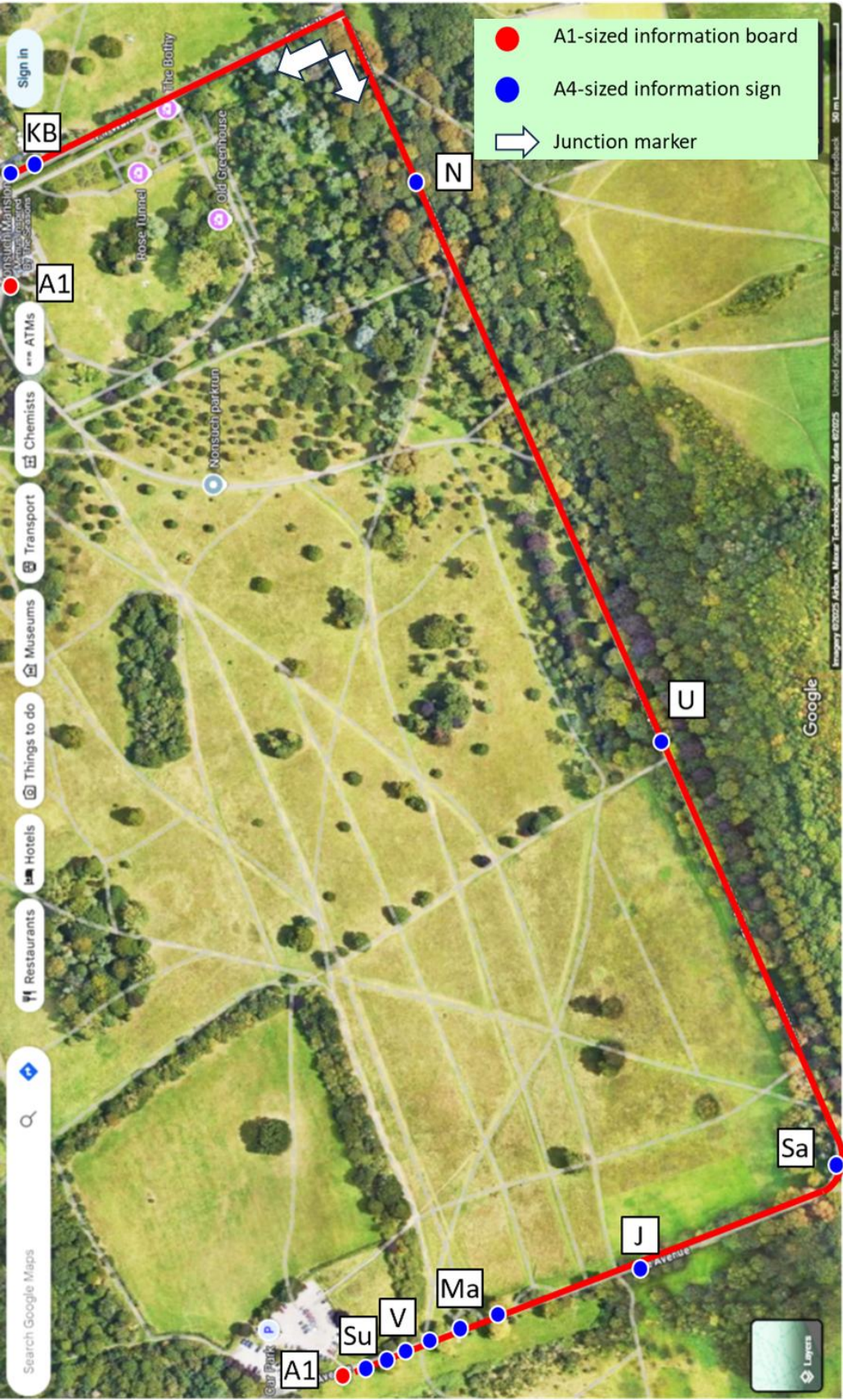
→We would appreciate confirmation from the committee that they are agreeable to the siting of these signs.

Please see the route maps on the following pages for an illustration of these points.

Finally, the Ewell Astronomical Society would like to express its appreciation to the JMC for their support for this initiative, and especially to Councillor McCormick for approving the provision of funds for this project from his Your Fund Surrey allocation outside of his division.

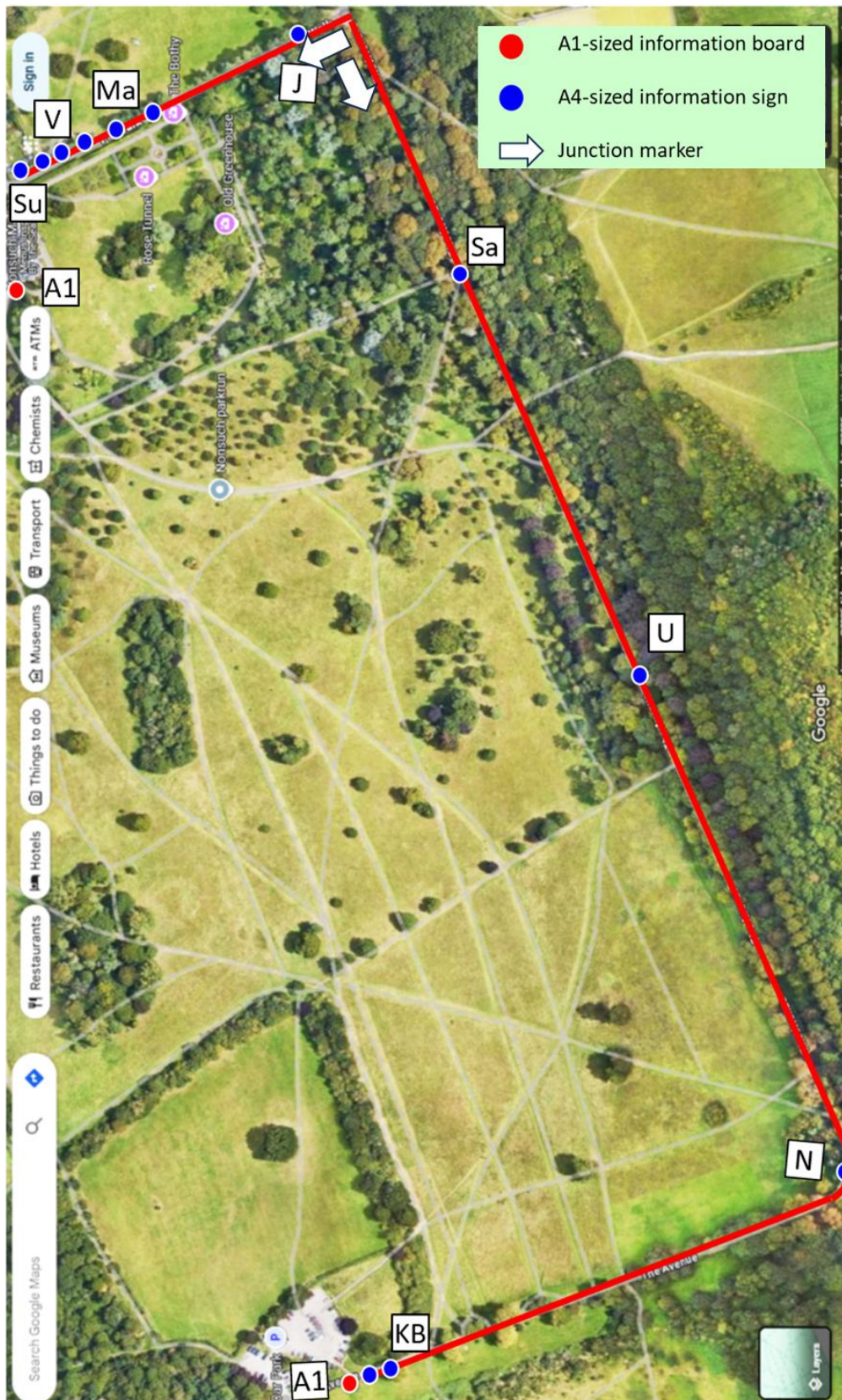
Map of the proposed solar system walk route within Nonsuch Park

This proposed route starts with the Sun board at the car park end.



Map of the alternative solar system walk route within Nonsuch Park

A reverse route is also an option, but it is felt it would potentially cause pedestrian congestion along Fir Walk, which can also be a busy traffic route.



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NONSUCH PARK JOINT MANAGEMENT COMMITTEE FINAL ACCOUNTS 2024-25

Head of Service:	Cagdas Canbolat, Director of Corporate Services and Section 151 Officer (Chief Finance Officer)
Report Author	Mitra Hagh-Shenas, Accountant
Wards affected:	Nonsuch Ward;
Appendices (attached):	Appendix 1 - Final 2024/25 Revenue Account Appendix 2 - Financial Position at 31 March 2025

Summary

This item presents the Joint Management Committee's final accounts for the financial year 2024/25.

Recommendation (s)

The Committee is asked to:

- (1) Receive the final accounts for 2024/25.**

1 Background

- 1.1 This report presents the final accounts for the year ended 31 March 2025.

2 Revenue Account for 2024/25

- 2.1 The final revenue account for year ended 31 March 2025 is attached at Appendix 1, which shows income and expenditure against budget. The balance sheet, which shows assets, liabilities and reserves at 31 March 2025 is shown at Appendix 2.
- 2.2 Overall, there was a net surplus of £28,724 on the revenue account at year end, which was due to the following factors:
- 2.3 Gross expenditure was £19,758 over a budget of £490,432 mainly due to:

- 2.3.1 Maintenance of roads cost was £4,503 over budget due to repair of various dangerous potholes and defective surface areas along the Nonsuch Park access road, London Road car park and Main car park. In addition, due to the flooding to the main access road, emergency works were carried out to create a drainage channel filled with peashingle.
- 2.3.2 Ad hoc Building Works – £11,986 was spent on unbudgeted emergency works mainly on the replacement of two boilers. Sparrow Farm Lodge's boiler has been replaced at a cost of £2,400. The Castlemaine Lodge's boiler and piping system also have been replaced at a cost of £8,300. In addition, various emergency works have been carried out.
- 2.3.3 Grounds building maintenance costs exceeded the budget by £5,435. The increased expenditure is predominantly due to nearly £5K overspend on Nonsuch footpath maintenance.
- 2.3.4 Total Mansion House building maintenance expenditure exceeded the £90K budget by £8K. The variance is due to £1K overspend on Boundary Wall and £7K overspend on various works on Mansion House, Museum and public toilets. 59% cost of the works carried out on Mansion House will be recharged to Bovingdons.
- 2.4 Gross income was £48,482 higher than a budget of £268,432, primarily due to the following factors:
 - 2.4.1 The NJMC received all budgeted income for this year from Nursery Lodge with back dated cost recoveries exceeding the budget by £7,063.
 - 2.4.2 Memorial benches income overachieved the budget by £13,785 following high demand for memorial benches.
 - 2.4.3 The NJMC received all budgeted income for this year from Bovingdons, with service charge income and cost recoveries exceeding the budgets by £20,500. This is due to the rent increase and recovery of backdated uplift in fixed service charge.
 - 2.4.4 The Old Boathouse licence was renewed and the backdated licence fee for 2023/24 was recovered. As a result, the income exceeded the budget by £1,966.
 - 2.4.5 Events and fitness groups hire charges income was overachieved the budget by £5,950 due to increased number of bookings.

3 Nonsuch Reserves

- 3.1 At 31 March 2025, the Repair and Renewals funds held a balance of £28,560, an increase of £4,330 due to the budgeted contribution of £3,000 and interest received of £1,330.

- 3.2 At 31 March 2025, the Working Balance Reserve held a balance of £97,522, after adding the budgeted contribution of £3,000 and surplus on the NJMC's revenue account of £28,724.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

- 4.1.1 None arising from the contents of this report.

4.2 The principal risks that the NJMC manages are as follows:

- 4.2.1 Lack of resource to fund management plan.

- 4.2.2 Funding for repairs and maintenance, particularly at buildings and for potholes on roads.

- 4.2.3 Properties becoming vacant, with the associated loss of rent and exposure to council tax.

- 4.2.4 The NJMC mitigates these risks through the monitoring of buildings and roads by officers and by managing relationships with tenants. The NJMC also holds a working balance and a Repair and Renewals reserve which can be used to fund one-off, unexpected budget variances. Contributions to replenish both reserves have been factored into the 2025/26 budget at £7,735 each.

4.3 Crime & Disorder

- 4.3.1 None arising from the contents of this report.

4.4 Safeguarding

- 4.4.1 None arising from the contents of this report.

4.5 Dependencies

- 4.5.1 None arising from the contents of this report.

4.6 Other

- 4.6.1 None arising from the contents of this report.

5 Financial Implications

- 5.1 **Section 151 Officer's comments:** Financial implications are set out in the body of the report.

- 5.2 Budgets will continue to be closely monitored; the next finance update is due to be reported to the NJMC in October 2025.

6 Legal Implications

- 6.1 **Legal Officer's comments:** None arising from the contents of this report

7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged: Effective Council, Green and Vibrant.
- 7.2 **Service Plans:** The matter is included within the current Service Delivery Plan.
- 7.3 **Climate & Environmental Impact of recommendations:** None arising from the contents of this report.
- 7.4 **Sustainability Policy & Community Safety Implications:** None arising from the contents of this report.
- 7.5 **Partnerships:** London Borough of Sutton and Epsom and Ewell Borough Councils have shared responsibility for managing Nonsuch park.

8 Background papers

- 8.1 The documents referred to in compiling this report are as follows:

Previous report:

[NJMC Finance Report & Budget 2025/26 – 20 January 2025](#)

Other papers:

None.

NONSUCH PARK JMC 2024-25

2023/24 Actual	Description	2024/25 Budget	2024/25 Outturn	2024/25 Outturn Variance	2025/26 Budget
£	<u>Expenditure</u>	£	£	£	£
	Grounds				
1,200	Maintenance of Grounds	830	677	-153	850
520	Plants Seeds & Fertilisers	520	0	-520	550
3,520	Emptying Bins	3,520	3,520	0	3,650
24,290	Maintenance of Roads	19,120	23,623	4,503	20,000
1,734	Purchase of Plants	4,000	0	-4,000	4,000
15,900	Tree Maintenance Contract Scheduled Works Recharges	15,900	15,900	0	20,000
695	Asbestos Surveys	1,400	811	-589	1,400
0	Call Out Charges	0	561	561	200
8,444	Engineering and Fabric Recharge	9,200	9,192	-8	9,600
3,823	Recharge of Ad Hoc Building Works and Vandalism	0	11,986	11,986	4,000
33,913	Building, Mechanical and Electrical Maintenance Works	10,160	15,595	5,435	10,000
3,106	Electricity	4,000	3,091	-909	4,000
30	Gas	250	1,733	1,483	250
5,095	Water Charges - Metered	4,250	1,422	-2,828	4,640
-34	Council Tax for London Road Lodge	0	0	0	0
1,335	Cleaning Contract Recharges	1,450	1,467	17	1,600
2,187	Petrol Diesel & Oil	1,760	3,139	1,379	1,800
2,313	Transport Insurance	2,570	2,570	0	2,750
0	Op. Equipment & Tools - Purchase	500	122	-378	500
1,600	OP. Equipment & Tools - Repair & Maintenance	1,600	-157	-1,757	1,600
0	Horticulture Fixtures	0	3,700	3,700	0
4,050	Hire of Bins	4,900	5,189	289	5,500
3,300	Purchase of Memorials Benches	3,500	6,092	2,592	3,500
2,009	Legal Expenses - London Road Lodge	2,500	138	-2,362	2,500
320	EPC Survey - London Road Lodge	0	0	0	0
26,590	Transport Fleet SLA NJMC	28,370	28,370	0	29,250
2,285	Insurance Recharges	2,750	2,750	0	2,850
148,225	Sub-Total	123,050	141,492	18,442	134,990

2023/24 Actual		2024/25 Budget	2024/25 Outturn	2024/25 Outturn Variance	2025/26 Budget
£		£	£	£	£
	Mansion House				
0	Vandalism Repairs	210	0	-210	200
0	Asbestos Surveys	450	140	-310	450
22,857	Engineering and Fabric Recharge	24,892	24,882	-10	25,950
89,992	Building, Mechanical and Electrical Maintenance Works	90,160	98,200	8,040	90,000
27,360	Electricity	23,000	18,639	-4,361	23,000
5,690	Gas	8,000	7,026	-974	8,000
13,230	Cleaning Contract Recharges	14,400	14,877	477	16,220
0	Advertising	0	217	217	0
7,895	Commercial Tenanted Property Insurance	8,760	7,902	-858	9,000
7,142	Insurance Recharges	8,010	8,010	0	8,250
174,168	Sub-Total	177,882	179,893	2,011	181,070
	Central Expenses				
26,000	Additional Pension Contributionss	26,000	26,000	0	26,000
0	Clothing & Uniforms	160	0	-160	460
0	Dog-Walking Scheme Administration / Enforcement Expenses	0	0	0	2,700
960	External Audit	960	960	0	1,000
750	Surveyors Fees	0	1,200	1,200	1,200
47	General Office Expenses	561	308	-253	560
501	Commercial Tenanted Property Insurance	560	496	-64	560
0	Projects Budget	2,750	0	-2,750	2,750
106,250	Grounds Maintenance Staff Recharge	112,630	112,630	0	116,020
35,870	Management Costs SLA Recharge	38,030	38,030	0	39,170
1,133	Insurance Recharges	1,270	1,270	0	1,320
540	Internal Audit Recharges	579	579	0	600
0	Contribution to/(from) NJMC Working Balance Reserve	3,000	3,000	0	7,735
2,486	Contribution to/(from) NJMC Repairs & Renewals Reserve	3,000	4,331	1,331	7,735
174,538	Sub-Total	189,500	188,805	-695	207,810
496,930	Gross Expenditure	490,432	510,190	19,758	523,870

2023/24 Actual		2024/25 Budget	2024/25 Outturn	2024/25 Outturn Variance	2025/26 Budget
£	Income	£	£	£	£
0	Insurance Recovered - London Road Lodge	0	-270	-270	0
-90	Filming Income	-1,000	0	1,000	0
-4,550	Memorial Benches Receipts	-3,710	-17,495	-13,785	-3,700
-5,001	London Road Lodge Rent	-16,500	-16,948	-448	-24,500
-44,000	Grant from Local Authority	-15,000	-15,000	0	0
-7,895	Mansion House Insurance Recovered	-8,760	-7,902	858	-9,000
-107,700	Mansion House - Bovingdons Letting	-120,000	-133,496	-13,496	-142,560
-26,363	Mansion House - Service Charges Variable	-23,956	-25,763	-1,807	-24,450
-5,463	Mansion House - Service Charges Fixed	-8,510	-13,707	-5,197	-8,680
-392	Old Boathouse - Licence to Occupy	-2,350	-4,316	-1,966	-2,350
-1,363	Nursery Lodge Insurance Recovered	-560	-496	64	-560
-10,406	Events & Fitness Groups Hire Charges	-10,700	-16,650	-5,950	-15,000
-1,602	NJMC Service Charges (Nursery Lodge)	-1,746	-1,750	-4	-1,770
-9,716	Staff Property Rent- Castlemaine and Sparrow Farm Lodges	-9,720	-9,716	4	-9,720
-22,000	Nursery Lodge Rental Income	-22,000	-29,063	-7,063	-26,000
0	Dog-Walking Licence Income	0	0	0	-3,000
-10,740	Mansion House Flat 1 Rent	-10,740	-10,336	404	-10,740
-9,180	Mansion House Flat 3 Rent	-9,180	-9,180	0	-9,180
-4,467	Interest on Balances	-4,000	-4,827	-827	-4,000
-270,928	Gross Income	-268,432	-316,914	-48,482	-295,210
226,002	Net Expenditure	222,000	193,276	-28,724	228,660
	Precepts:				
-113,040	Precept to be Levied on EEBC	-111,000	-111,000	0	-114,330
-113,040	Precept to be Levied on LB Sutton	-111,000	-111,000	0	-114,330
-226,081	Sub-Total	-222,000	-222,000	0	-228,660
-79	Surplus (-) / Deficit in Year	0	-28,724	-28,724	0
	Working Balance Reserve				
65,719	Balance b/fwd. 1 April		65,798		
0	Add Budgeted Contribution (to)/from Working Balance		-3,000		
-79	Add (Surplus)/Deficit for the Year		-28,724		
65,798	Balance c/fwd. 31 March		97,522		

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Financial Statements 2024/25

**NONSUCH PARK JOINT MANAGEMENT COMMITTEE
REVENUE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2025**

	2023/24 £'000	2024/25 £'000
Income:-		
Fees & Charges	58	84
Rents	165	213
Interest on Balances	4	5
London Borough of Sutton	113	111
Epsom & Ewell Borough Council	113	111
Grant from Local Authority	44	15
	497	539
Expenditure:-		
Employees	26	26
Premises	263	253
Transport	5	10
Suppliers and Services	21	26
Support Services	180	192
	495	507
Budgeted contribution to Repairs & Renewals Fund	2	3
Surplus / (Deficit) for the year	0	29
Balance Brought Forward at 1 April	66	69
Balance Carried Forward at 31 March	66	98

Financial Statements 2024/25

NONSUCH PARK JOINT MANAGEMENT COMMITTEE
BALANCE SHEET AS AT 31 MARCH 2025

31 March 2024 £'000		31 March 2025 £'000
	CURRENT ASSETS	
90	Debtors (Epsom and Ewell B.C.)	126
90		126
	LESS: CURRENT LIABILITIES	
0	Creditors	0
90		126
	Financed By:-	
	RESERVES	
24	Repairs and Renewals	29
66	Revenue Balance	98
90		126