

NONSUCH PARK JOINT MANAGEMENT COMMITTEE

Monday 13 October 2025 at 10.00 am

Studio Room, Bourne Hall

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 Tony Froud, Epsom & Ewell Borough Council (Chair)

Councillor Julian Freeman, Epsom & Ewell Borough Council

Councillor Peter Geiringer, London Borough of Sutton

Councillor Christine Howells, Epsom & Ewell Borough Council

Councillor Louise Phelan, London Borough of Sutton

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 fifth working day before the day of the meeting. For this meeting this is **Noon, Wednesday 8th October**.

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 10th October**.

Questions and statements not submitted to Democratic Services within the prescribed deadlines may be accepted at the discretion of the Chair.

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

The Council allows filming, recording and photography at its public meetings. By entering the Mansion House and using the seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

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. 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.

2. 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.

3. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 10)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 16 June 2025 (attached) and to authorise the Chair to sign them.

4. SOLAR SYSTEM WALK UPDATE (Pages 11 - 14)

To receive an update paper from the Ewell Astronomical society regarding the progress made on the Nonsuch Park Solar System Walk so far.

5. VERBAL UPDATE FROM THE INTERIM HEAD OF SERVICE (STREETCARE) ON MATTERS ARISING IN THE PARK

The Interim Assistant Head of Service (Streetcare) shall provide the Committee with a verbal update on the following matters:

- Donation Units
- Playground Project
- Dog Walking Licensing Scheme

6. MID-YEAR BUDGET MONITORING REPORT 2025/26 (Pages 15 - 24)

This report advises the Nonsuch Park Joint Management Committee of the mid-year financial position for 2025/26 and the forecast outturn.

7. UNAUTHORISED ENCAMPMENTS (Pages 25 - 30)

This report seeks authority for Officers to take the necessary steps to deal with unauthorised encampments and fly-grazing within Nonsuch Park.

8. URGENT DECISIONS (Pages 31 - 34)

To report to the committee two decisions taken by one of the Directors and / or Chief Executive on the grounds of urgency, in compliance with the requirements of the Constitution.

This page is intentionally left blank

**Minutes of the Meeting of the NONSUCH PARK JOINT MANAGEMENT
COMMITTEE held at the Mansion House, Nonsuch Park on 16 June 2025**

PRESENT -

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

In Attendance: Councillor Steven McCormick, Richard Harris (Representative) (Friends of Nonsuch), Jean Teasdale (Representative) (Friends of Nonsuch), Michael Teasdale (Representative) (Friends of Nonsuch) and Jon Whitehead (Representative) (Nonsuch Voles)

Officers present: Jackie King (Chief Executive), Cagdas Canbolat (Director of Corporate Services (S151)), 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)

1 APPOINTMENT OF A CHAIR FOR 2025/26

The Committee was asked to appoint a Chair for Nonsuch Park Joint Management Committee from Councillors representing Epsom Council for the Municipal Year 2025/2026.

Councillor Bernice Froud proposed that Councillor Tony Froud be appointed. Councillor Christopher Woolmer seconded the proposal.

Subsequently, the Committee unanimously agreed that Councillor Tony Froud be appointed as Chair for Nonsuch Park Joint Management Committee for the Municipal Year 2025/2026.

2 QUESTIONS AND STATEMENTS FROM THE PUBLIC

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

3 DECLARATIONS OF INTEREST

Appointment of a Chair for 2025/26

Councillor Tony Froud, Other Interest: In the interest of openness and transparency, Councillor Tony Froud declared that he was a member of the Stoneleigh and Auriol Neighbourhood Forum. He stated that it in no way affected his judgement on any matters and that he maintained an open mind.

4 MINUTES OF THE PREVIOUS MEETING

The Committee confirmed as a true record the Minutes and the Restricted Minutes of the Meeting of the Committee held on 24 March 2025 and authorised the Chair to sign them.

5 CALENDAR OF MEETINGS 2025/26

The Committee received a report asking the Committee to fix the dates and times for its meetings for the 2025/26 Municipal Year.

Following consideration, the Committee unanimously resolved to:

(1) **Fix the day and time of its meetings for the municipal year 2025/26, as follows:**

- Monday 16th June 2025, 10:00
- Monday 13th October 2025, 10:00
- Monday 19th January 2026, 10:00
- Monday 23rd March 2026, 10:00

6 VERBAL UPDATE FROM THE NONSUCH VOLES

The Committee received a verbal update from the Nonsuch Voles regarding the Tree Register and the recent allocation of Champion Tree status to trees within Nonsuch Park.

The Committee considered the following matters:

- a) **9 Champion Trees in the Park.** The Voles Representative highlighted that the item summary within the agenda pack said that 4 trees had been allocated as Champion Trees. He explained that that since the publication of the agenda, this number had increased, and currently 9 trees within the Park were allocated Champion Tree status.
- b) **Champion Tree Information and Publicity.** The Voles Representative explained that the Champion Trees would be given special plaques to identify them, and that information on the trees would be added to tree trail leaflets. The Interim Assistant Head of Service (Streetcare) stated that information on the Champion Trees would be also added to the Nonsuch Park Virtual Tour. She suggested that once the plaques had

been installed, the Mayors of Epsom & Ewell and Sutton could be invited to attend a publicity event in the Park to celebrate the good news – the Committee were unanimously in support of this idea.

- c) **Tree Care and Longevity.** A Member enquired as to what could be done to protect the Trees. The Voles Representative stated that measures such as placing fencing around the trees or paying for soil decompaction services were unfortunately unfeasible. He stated that the health of the trees would be routinely monitored and that he would maintain communication on the matter with EEBC Tree Officers.
- d) **Ages of the Trees.** In response to a question from a Member, the Voles Representative explained that the exact age of the trees could not be verified, but suggested that many of them would have been planted when the former chalk pit in the formal gardens was landscaped in the mid-19th century. He stated that this information would be added to the tree trail leaflets.
- e) **Thanks to the Voles.** The Committee expressed their thanks for the tireless work and support for the Park provided by the Voles.

7 APPOINTMENT OF THE COMMITTEE TREASURER

The Committee received a report requesting the Committee to delegate the role of Committee Treasurer to the Director of Corporate Services and Section 151 Officer (Chief Finance Officer).

Following consideration, the Committee unanimously resolved 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.**

8 NONSUCH PARK SOLAR SYSTEM EXPLORATION WALK UPDATE

The Committee received a report updating the Committee on the progress of the Solar System Exploration Walk project and seeking approval for the size, materials and locations of the walk's information boards.

The Committee considered the following matters:

- a) **Possibility for Guided Walks.** A Member enquired as to whether the Ewell Astronomical Society ('EAS') would be able to provide guided nighttime walks to accompany the Solar System Exploration Walk. The EAS Representative stated it was something they could feasibly offer. The Interim Head of Service (Streetcare) confirmed that the Park is closed to

cars at night but remains open to pedestrians. The EAS Representative suggested that they could also do walks with the nursery and local schools too.

- b) **Possibility for Launch Event.** The Committee suggested that the opening of the Solar System Walk could be promoted and advertised by a launch event in the Park. The Representative of the EAS was in full support of the idea.
- c) **Phone Signal Along the Walk.** The EAS Representative stated that they had previously walked along the route to test phone signal and confirmed that the entirety of the route had an available signal, at a varying strength.
- d) **Direction of the Walk.** The EAS Representative explained to the Committee that the direction of the Solar System Walk would need to be set out as seen in option 2 on page 31 of the agenda pack, with the 'Sun Board' located at the Mansion House, stating that option 1 as seen on page 30 would not be viable. He explained that, for option 1, it had become apparent that legislation prohibited the digging of many of the information board's posts into the ground due to their proximity to the Nonsuch Palace site. This was noted by the Committee.
- e) **Location and Height of Information Boards.** In response to a question from a Member, the Interim Assistant Head of Service stated that there would be a map located at either end of the walk on A1 boards, setting out the locations of the information boards along the route. The EAS Representative confirmed that the board's posts would be 2 metres and reach c.1.5 metres above ground – an accessible height for children and wheelchair users.
- f) **Proposed Motion to Defer.** Councillor Peter Geiringer proposed a motion that the decision on recommendation 2 of the report be deferred until such a time as the Committee had been given an opportunity for a guided walk along the proposed route. The proposal did not receive a seconder, and the motion was lost.
- g) **Thanks to those involved.** The EAS Representative wished to offer thanks on behalf of the Society to the Committee, Councillor Steven McCormick, the Nonsuch Voles, and the Interim Assistant Head of Service (Streetcare) for their help and support. The Committee offered their thanks in return to the EAS for their hard work in producing the project.

Following consideration, the Committee unanimously resolved to:

- (1) **Receive and note the presentation provided by the Ewell Astronomical Society, as seen at Appendix 1 to the report.**

- (2) **Approve the size, materials and locations of the walk's information boards, as set out in sections 4 and 5 of Appendix 1 to the report, and as minuted (minute 8d)) above.**

9 NONSUCH PARK JOINT MANAGEMENT COMMITTEE FINAL ACCOUNTS 2024-25

The Committee received a report presenting the Committee's final accounts for the financial year 2024/25.

The Committee considered the following matters:

- a) **Road Maintenance.** In response to a question from a Member, the Assistant Head of Service (Streetcare) stated that it is challenging to predict costs for road maintenance within the Park due to the uncertain nature of when, where and how frequently potholes and other road related issues will arise.
- b) **Memorial benches.** In response to a question from a Member, the Interim Assistant Head of Service (Streetcare) stated that the memorial benches are bought-in as and when requests are made. She explained that there were two options available for a memorial bench – a bench in one a dog-friendly area of the Park or in the formal gardens (though the formal gardens were currently at capacity). She explained an agreement for a bench lasts for 10 years, after which time an opportunity is provided to renew or for the bench to be collected.

Following consideration, the Committee unanimously resolved to:

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

The meeting began at 10.00 am and ended at 11.10 am

COUNCILLOR TONY FROUD (CHAIR)

This page is intentionally left blank

Nonsuch Park Solar System Walk

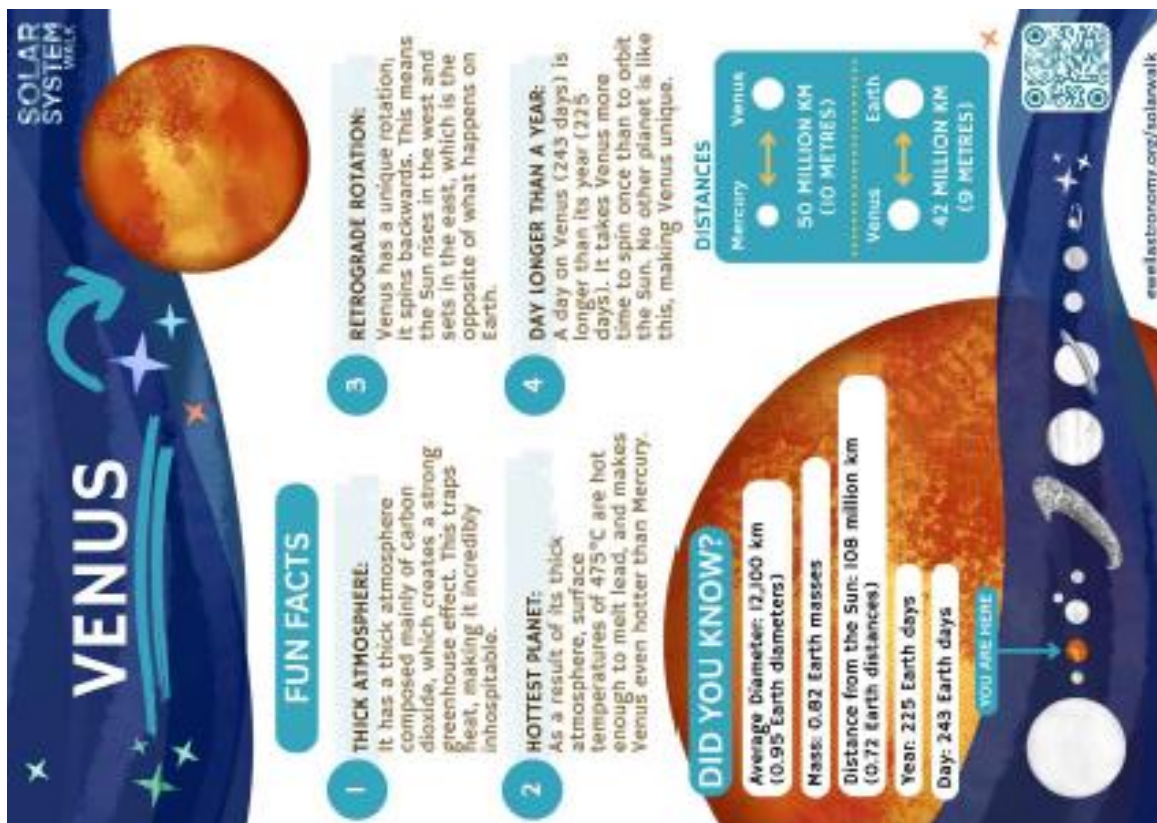
An update to the Nonsuch Park Joint Management Committee
13th October 2025. Martin Howe, Ewell Astronomical Society

The previous update on this project was at the JMC on 16th June 2025 where, following the successful funding bid with Surrey County Council Your Fund Surrey, the JMC gave final approval for the solar system walk.

Since that meeting:

- The walking route has been finalised, and a survey by the council for any sub-surface utilities was undertaken with nothing of concern identified
- The design work, undertaken by Whistlestop Arts, has been completed
- The signs for the beginning and end of the walk, along with the intermediate points, have been procured, along with the posts that these are to be fixed upon
- Development of a website, accessed via a QR code printed on the signs, is nearing completion
- A launch date of Saturday 25th October has been proposed. Final preparations for the format and attendees are well underway
- The project is currently tracking comfortably within budget

Some examples of the signs that have been designed by Whistle Stop Arts appear on the following pages.



THE SUN



MERCURY



VENUS



EARTH



THE MOON



MARS



THE ASTEROID BELT



JUPITER



SATURN



URANUS



NEPTUNE



PLUTO + THE KUIPER BELT



THE UNIVERSE BEYOND



THE ASTEROID BELT



Mercury



The Asteroid Belt



Jupiter



Saturn



Uranus



Neptune



Pluto + The Kuiper Belt



The Universe Beyond



THE SOLAR SYSTEM WALK

ewellastronomy.org/solarwalk

WELCOME TO THE NONSUCH PARK

DID YOU KNOW?

Every ONE METRE you step on the Solar System Walk is like walking approximately 4.75 MILLION KILOMETRES through space!

The solar system is a vast and intricate arrangement of celestial bodies, with the Sun at its centre. Eight planets orbit the Sun, each unique in size and makeup.

The inner planets—Mercury, Venus, Earth, and Mars—are smaller and rocky, while the outer planets—Jupiter, Saturn, Uranus, and Neptune—are much larger and made mostly of gas. Between Mars and Jupiter lies the asteroid belt, a region filled with rocky remnants from the early solar system. Beyond Neptune lies the Kuiper Belt, home to icy bodies and dwarf planets like Pluto.

And way beyond our solar system, there are billions of stars (many with their own systems of planets not unlike ours), galaxies, and other amazing objects such as black holes and glowing clouds of dust and gas where stars are being born.

Take an exciting journey through a scaled representation of our solar system. This walk can be done in either direction – use the map to find your starting point.

EXPERIENCE THE SCALE

The walk of 1.3 kilometres shrinks the distances down by 4.75 billion times!

INFORMATION BOARD

At every location point you'll find boards with key facts about each object. Scan the QR code on the boards for a map and discover more fascinating facts about our solar system.





SURREY COUNTY COUNCIL



SURREY COUNTY COUNCIL



SURREY COUNTY COUNCIL

PICK UP A FREE TRAIL LEAFLET BELOW OR DOWNLOAD A COPY VIA THE QR CODE.

Page 13

This page is intentionally left blank

MID-YEAR BUDGET MONITORING REPORT

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;
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	
Appendices (attached):	1. NJMC Mid-Year Budget Monitoring 2025/26

Summary

This report advises the Nonsuch Park Joint Management Committee of the mid-year financial position for 2025/26 and the forecast outturn.

Recommendation (s)

The Committee is asked to:

- (1) Note the mid-year 2025/26 financial position and forecast outturn.

1 Reason for Recommendation

- 1.1 To make the NJMC aware of the mid-year financial position for 2025/26 and the forecast outturn.

2 Background

- 2.1 The budget for the current financial year was agreed at Nonsuch Joint Management Committee meeting on 20th January 2025. The budget is set out at Appendix 1 in the standard NJMC accounts format.
- 2.2 The budget monitoring statement at Appendix 1 shows the income and expenditure from 1 April 2025 and provides a forecast outturn position for current year, in the standard NJMC accounts format.

3 Mid-Year Budget Monitoring

- 3.1 At the mid-year position, an unfavourable variance of £5,238 is forecast against the agreed net expenditure budget of £228,660. This deficit will be covered from reserves. Within the forecast there are a number of compensating variances as set out in the following paragraphs. The main reason for the forecast adverse variance is predominantly due to maintenance budgets as set out in the maintenance budget update below.
- 3.1.1 The cost of memorial benches currently stands at £4,964 showing an overspend of £1,464. This is due to increased demand which has resulted in a correlating favourable income variance of £3,110.
- 3.1.2 Filming income is forecast at £1,000 which is the current income received to date. With no initial budget set, the income received represents a favourable variance of £1,000. This income stream is variable as it depends on demand from production companies. Should opportunities arise to generate additional filming income, these will be explored as appropriate.
- 3.1.3 Actual hiring income to date from events and fitness groups is £8,981. This figure includes one regular annual festival and some ad hoc bookings. One of the main regular festivals did not take place this year. Based on the current bookings, £4,000 additional income is anticipated to the end of March 2026. The forecast is £12,981 against an income budget of £15,000, showing an adverse variance of £2,019.

Maintenance Budgets Update

- 3.2 Building and maintenance budget for Nonsuch Grounds is set at £10,000. The forecast for the Grounds maintenance is £16,685 which is £6,685 higher than the budget, owing to the following:
- 3.2.1 Repair of Sparrow Farm and London Road car park has been agreed in NJMC meeting on 24 March 2025 as part of the priority planned works in 25/26 and due to the dangerous potholes in the car park areas. Project budget is set at £10K and it is expected that budget will be fully utilised for the project.
- 3.2.2 A grant application has been submitted to fund the installation of height restriction barriers at all Nonsuch car parks and if successful, a matching contribution of £5K is required.
- 3.2.3 Other unplanned urgent ad hoc maintenance works in Nonsuch Grounds amounted to £1,685.
- 3.3 Building and maintenance budget for Nonsuch Mansion House is set at £102,240 including £12,240 in match funding provided by London Borough of Sutton. A total spend of £103,807 is forecast for Nonsuch Mansion House maintenance which is £1,567 higher than the budget. The adverse variance is mainly due to the following:

3.3.1 Maintenance of pathway between Sparrow Farm Lodge and Nonsuch Mansion has the highest priority on Nonsuch priority planned works due to the surface deterioration and potential risk to public safety. The maintenance budget for the project is set at £24,480 including £12,240 match funding from London Borough of Sutton. The actual project costs increased by £10K resulting in a total cost of £34,480. The additional £10K cost has not been matched by London Borough of Sutton.

3.3.2 Maintenance of the high-level roof above flats in Mansion House is forecast at £48,710 against a budget of £50K, showing a favourable variance of £1,290.

3.3.3 Flat 3 window repair has been completed at a cost of £8,374 representing £1,626 saving against the allocated budget of £10K.

3.3.4 The cost of the various repair and maintenance works completed in Mansion House amounts to £4,243 against a contingency budget of £9,760. This has resulted in a favourable variance of £5,517.

3.4 Members will receive a more comprehensive property maintenance update from the Senior Building Surveyor at the January committee.

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 Funding for repairs and maintenance, particularly at buildings and for potholes on roads;

4.2.2 Properties becoming vacant, with the associated loss of rent and exposure to council tax;

4.2.3 Lack of resource to fund management plan;

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 repairs and renewals reserve, which can be used to fund one-off, unexpected budget variances.

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 The balance of the repairs and renewals reserve as at 31st March 2025 stood at £28,560. It is forecast that this balance will increase at year end to £36,295, following a budgeted contribution into the reserve of £7,735. The NJMC also holds a working balance of £97,522 which is forecast to increase at year end to £100,019 owing to a budgeted contribution into the reserve of £7,735, partially offset by the forecast deficit of £5,238.

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

6 Legal Implications

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

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged: Green & Vibrant, Effective Council.

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:** None arising from the contents of this report.

7.6 **Local Government Reorganisation Implications:** LGR introduces a significant degree of uncertainty and transition risk that must be carefully considered in the management of Nonsuch.

7.7 As the structure and governance of local authorities evolve, there may be changes to funding arrangements, asset ownership, delivery responsibilities, and strategic priorities.

8 Background papers

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

Previous reports:

- Finance Report and Budget 2025/26 - NJMC Committee 20 January 2025.

Other papers:

- None.

This page is intentionally left blank

NONSUCH PARK MID-YEAR BUDGET MONITORING REPORT YEAR 2025-26

2024/25 Outturn		2025/26 Budget	2025/26 Actual	2025/26 Forecast	2025/26 Forecast Variance
£	<u>Expenditure</u>	£	£	£	£
	<u>Grounds</u>				
677	Maintenance of Grounds	850	409	850	0
0	Plants Seeds & Fertilisers	550	742	742	192
3,520	Emptying Bins	3,650	0	3,650	0
23,623	Maintenance of Roads	20,000	0	20,000	0
0	Purchase of Plants	4,000	0	4,000	0
15,900	Tree Maintenance Contract Scheduled Works Recharges	20,000	0	20,000	0
811	Asbestos Surveys	1,400	0	1,400	0
561	Call Out Charges	200	0	200	0
9,192	Engineering and Fabric Recharge	9,600	3,915	9,396	-204
11,986	Recharge of Ad Hoc Building Works and Vandalism	4,000	653	4,000	0
15,595	Building, Mechanical and Electrical Maintenance Works	10,000	310	16,685	6,685
3,091	Electricity	4,000	0	4,000	0
1,733	Gas	250	218	874	624
1,422	Water Charges - Metered	4,640	0	4,640	0
1,467	Cleaning Contract Recharges	1,600	535	1,604	4
3,139	Petrol Diesel & Oil	1,800	269	1,800	0
2,570	Transport Insurance	2,750	347	2,750	0
122	Op. Equipment & Tools - Purchase	500	65	500	0
-157	OP. Equipment & Tools - Repair & Maintenance	1,600	0	1,600	0
3,700	Horticulture Fixtures	0	0	0	0
5,189	Hire of Bins	5,500	0	5,500	0
6,092	Purchase of Memorials Benches	3,500	4,264	4,964	1,464
138	Legal Expenses - London Road Lodge	2,500	0	2,500	0
0	Miscellaneous Expenses	0	240	240	240
28,370	Transport Fleet SLA NJMC	29,250	0	29,250	0
2,750	Insurance Recharges	2,850	0	2,850	0
141,492	Sub-Total	134,990	11,966	143,994	9,004

2024/25 Outturn		2025/26 Budget	2025/26 Actual	2025/26 Forecast	2025/26 Forecast Variance
	Expenditure	£	£	£	£
	Mansion House				
0	Vandalism Repairs	200	0	200	0
140	Asbestos Surveys	450	0	450	0
24,882	Engineering and Fabric Recharge	25,950	10,597	25,433	-517
98,200	Building, Mechanical and Electrical Maintenance Works	102,240	44,119	103,807	1,567
18,639	Electricity	23,000	0	23,000	0
7,026	Gas	8,000	624	8,000	0
14,877	Cleaning Contract Recharges	16,220	5,423	16,270	50
217	Advertising	0	0	0	0
7,902	Commercial Tenanted Property Insurance	9,000	0	9,000	0
8,010	Insurance Recharges	8,250	0	8,250	0
179,893	Sub-Total	193,310	60,764	194,410	1,100
	Central Expenses				
26,000	Additional Pension Contributionss	26,000	0	26,000	0
0	Clothing & Uniforms	460	0	460	0
0	Dog-Walking Scheme Administration / Enforcement Expenses	2,700	0	2,700	0
960	External Audit	1,000	0	1,000	0
1,200	Surveyors Fees	1,200	0	1,200	0
308	General Office Expenses	560	0	560	0
496	Commercial Tenanted Property Insurance	560	0	560	0
0	Projects Budget	2,750	0	0	-2,750
112,630	Grounds Maintenance Staff Recharge	116,020	0	116,020	0
38,030	Management Costs SLA Recharge	39,170	0	39,170	0
1,270	Insurance Recharges	1,320	0	1,320	0
579	Internal Audit Recharges	600	0	600	0
4,331	Contribution to/(from) NJMC Working Balance Reserve	7,735	0	7,735	0
3,000	Contribution to/(from) NJMC Repairs & Renewals Reserve	7,735	0	7,735	0
188,805	Sub-total	207,810	0	205,060	-2,750
510,190	Gross Expenditure	536,110	72,729	543,464	7,354

2024/25 Outturn		2025/26 Budget	2025/26 Actual	2025/26 Forecast	2025/26 Forecast Variance
	Income	£	£	£	£
-270	Insurance Recovered - London Road Lodge	0	0	0	0
0	Filming Income	0	-1,000	-1,000	-1,000
0	Misc Income VATable	0	-25	-25	-25
-17,495	Memorial Benches Receipts	-3,700	-6,810	-6,810	-3,110
-16,948	London Road Lodge Rent	-24,500	-10,500	-24,500	0
-15,000	Grant from Local Authority	-12,240	0	-12,240	0
-7,902	Mansion House Insurance Recovered	-9,000	0	-9,000	0
-133,496	Mansion House - Bovingdons Letting	-142,560	-67,053	-142,560	0
-25,763	Mansion House - Service Charges Variable	-24,450	-3,333	-24,450	0
-13,707	Mansion House - Service Charges Fixed	-8,680	-5,463	-8,680	0
-4,316	Old Boathouse - Licence to Occupy	-2,350	0	-2,350	0
-496	Nursery Lodge Insurance Recovered	-560	0	-560	0
-16,650	Events & Fitness Groups Hire Charges	-15,000	-8,981	-12,981	2,019
-1,750	NJMC Service Charges (Nursery Lodge)	-1,770	-1,125	-1,770	0
-9,716	Staff Property Rent- Castlemaine and Sparrow Farm Lodges	-9,720	-3,239	-9,720	0
-29,063	Nursery Lodge Rental Income	-26,000	-26,000	-26,000	0
0	Dog-Walking Licence Income	-3,000	0	-3,000	0
-10,336	Mansion House Flat 1 Rent	-10,740	-10,740	-10,740	0
-9,180	Mansion House Flat 3 Rent	-9,180	0	-9,180	0
-4,827	Interest on Balances	-4,000	0	-4,000	0
-316,914	Gross Income	-307,450	-144,269	-309,566	-2,116
193,276	Net Expenditure	228,660	-71,539	233,898	5,238
	Precepts:				
-111,000	Precept to be Levied on EEBC	-114,330	-114,330	-114,330	0
-111,000	Precept to be Levied on LB Sutton	-114,330	-114,330	-114,330	0
-222,000	Total Precepts	-228,660	-228,660	-228,660	0
-28,724	Surplus (-) / Deficit in Year			5,238	
65,798	Working Balance brought forward 1 April			97,522	
-3,000	Add Budgeted Contribution (to)/from Working Balance			-7,735	
-28,724	Add (Surplus)/Deficit for the Year			5,238	
97,522	Working Balance carried forward 31 March			100,019	

This page is intentionally left blank

UNAUTHORISED ENCAMPMENTS AND FLY-GRAZING

Head of Service:	Piero Ionta, Head of Legal and Monitoring Officer
Report Author	Dan Clackson
Wards affected:	Nonsuch Ward;
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	None

Summary

This report seeks authority for Officers to take the necessary steps to deal with unauthorised encampments and fly-grazing within Nonsuch Park.

Recommendation (s)

The Committee is asked to:

(1) Confirm that the Nonsuch Park Joint Management Committee:

- a) does not tolerate any encampment occupying land within Nonsuch Park that does so without the Committee's prior consent, and that the Committee considers any such encampment as unauthorised.**
- b) does not permit any horse to be left on land within Nonsuch Park without the Committee's prior consent.**

(2) Nominate and authorise, effective until further notice, the following officers:

- **Head of Operational Services,**
- **Interim Assistant Head of Service (Streetcare),**
- **Interim Assistant Head of Service (Venues & Community Commercial Services),**
- **Interim Assistant Head of Service & Transport and Waste Manager,**
- **Deputy Streetcare Manager,**
- **Parking and Enforcement Manager,**

to:

- a) exercise powers under s.77 and s.78 of the Criminal Justice and Public Order Act 1994 to take any necessary steps to deal with unauthorised encampments occupying land within Nonsuch Park.**

- b) exercise powers under s.1 of the Control of Horses Act 2015 to take any necessary actions and decisions to deal with fly-grazing of animals within Nonsuch Park.**

1 Reason for Recommendation

- 1.1 To ensure that the appropriate authority is in place to allow officers to take the steps necessary to deal with unauthorised encampments ('UEs') and fly-grazing within Nonsuch Park ('the Park') in a timely manner.

2 Background

- 2.1 A UE is when an individual or a group of individuals with vehicles, caravans, associated vehicles, plant, and trailers move onto a piece of land not owned by them, and they do so with the intention of residing on that land - without the permission of the landowner.
- 2.2 Further to the Agreement to amend the Agreement (dated 12 April 1937) regarding the management of the land known as Nonsuch Park, decisions with regard to dealing with UEs in the Park must be made on a case-by-case basis by the Nonsuch Park Joint Management Committee ('JMC').
- 2.3 The JMC holds four ordinary meetings across the year. As a result, in most cases, the delay in producing a report to the next ordinary meeting of the JMC for a decision with regard to dealing with a UE in the Park would seriously prejudice the interest of both Councils and local residents, as would the delay in convening a special meeting of the JMC for such a decision.
- 2.4 Consequently, UEs in the Park have been dealt with under delegated authority by the Strategic Leadership Team of EEBC, in consultation with the Chair of the JMC, via the Urgent Decision process, further to the Scheme of Delegation (Appendix 2) of the Epsom & Ewell Borough Council ('EEBC') Constitution. Since August 2024, three Urgent Decisions have been made in relation to UEs within Nonsuch Park:
- 2.4.1 Urgent Decision No. DEC 136 - Unauthorised Encampment in Nonsuch Park. Decision made 21 Aug 2024.
- 2.4.2 Urgent Decision No. DEC 155 - Unauthorised Encampment in Nonsuch Park. Decision made 19 June 2025.
- 2.4.3 Urgent Decision No. DEC 156 - Unauthorised Encampment in Nonsuch Park. Decision made 29 July 2025.

2.4.4 In each case, a decision was required to confirm that the UE was not tolerated by the JMC – who are responsible for the management of the Park – so that consideration of the Council's powers under s.77 and s.78 of the Criminal Justice and Public Order Act 1994 could be acted upon.

2.4.5 In each case, it was necessary to make the decisions within a 24hr period, so there was not sufficient time to schedule a special JMC public meeting and in each case delaying the decision until the next ordinary meeting of the JMC would have seriously prejudiced the interest of both Councils and local residents

2.5 Though significantly faster than the Committee Decision process, the Urgent Decision process still results in a delay to Officers' ability to take action to deal with UEs in the Park. The risks in allowing a UE to remain in situ can include: the UE increasing in size, associated public order issues, an adverse effect on residents' and visitors' access and enjoyment of the Park, increased Officer resource required to monitor the UE, environmental damage, damage to land and property.

3 Proposal

3.1 In order to allow for UEs and fly grazing in the Park to be dealt with effectively and efficiently, the Committee is asked to approve authority for EEBC Officers to take the steps necessary to deal with UEs and fly grazing without the need for a Committee decision for each individual UE and incident of fly grazing within the Park. This will in turn avoid the need for the use of the Urgent Decision process.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

4.1.1 Gypsies and Travellers are protected from discrimination by the Equality Act 2010 and the Human Rights Act 1998. Local authorities follow advice and guidance from the Government as well as fulfilling statutory duties in relation to any action taken to deal with unauthorised encampments.

4.2 Crime & Disorder

4.2.1 Dealing effectively with UEs may support the efforts of both Councils in addressing crime and disorder within their boroughs, where relevant.

4.3 Safeguarding

4.3.1 Welfare checks for individuals residing within encampments are conducted by Officers (or their agents) as part of the standard procedure for dealing with UEs.

4.4 Dependencies

4.4.1 None.

4.5 Other

4.5.1 None.

5 Financial Implications

5.1 Any costs incurred in exercising powers under sections 77 and 78 of the Criminal Justice and Public Order Act 1994 ('1994 Act') and s.1 of the Control of Horses Act 2015 (more information at section 6 of this report) would be rechargeable to the JMC.

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

6 Legal Implications

6.1 Section 77 of the 1994 Act empowers a local authority to direct UEs to leave land:

(1) If it appears to a local authority that persons are for the time being residing in a vehicle or vehicles within that authority's area—

(a) on any land forming part of a highway;

(b) on any other unoccupied land; or

(c) on any occupied land without the consent of the occupier,

The authority may give a direction that those persons and any others with them are to leave the land and remove the vehicle or vehicles and any other property they have with them on the land.

Section 78 of the 1994 Act empowers a local authority to make a complaint to the local Magistrates Court to seek an order, if it is satisfied that persons and vehicles in which they are residing are present on land within that authority's area in contravention of a direction given under section 77, so as to require the removal of any vehicle or other property which is so present on the land and any person residing in it.

- 6.2 In order for the JMC to use its s.77 and s.78 powers to remove UEs from the Park, it is necessary for the JMC to confirm that it does not tolerate any encampment occupying land within Nonsuch Park that does so without its prior consent, and that it considers any such encampment as unauthorised.
- 6.3 Under s.1 of the Control of Horses Act 2015, local authorities in England and Wales have specific powers to address the issue of fly-grazing, which involves horses being left on land without lawful authority. Local authorities are empowered to detain horses found in public places within their area if certain conditions are met. These conditions include having reasonable grounds to believe that the horse is present without lawful authority and, if the land is lawfully occupied, either obtaining the occupier's consent or reasonably believing that the occupier would consent to the detention without needing to seek explicit consent. Should the Committee agree to recommendation 1, both Epsom and Ewell Borough Council and the London Borough of Sutton will have confirmed that no horses left on land within Nonsuch Park have lawful authority to be there, so they are consenting to any horses left on the land being detained under the Act.
- 6.4 **Legal Officer's comments:** This proposal was shared with the Monitoring Officer at the London Borough of Sutton who has confirmed their support and agreement with this approach. A copy of this report was also shared with the current Interim Monitoring Officer prior to its publication, and they have not shared any further comments to be brought to this Committee's attention.

7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged:
- Effective Council – the Officer authority sought from this report will enable UEs and fly-grazing in the Park to be dealt with effectively and efficiently.
- 7.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.
- 7.3 **Climate & Environmental Impact of recommendations:** None.
- 7.4 **Sustainability Policy & Community Safety Implications:** None.
- 7.5 **Partnerships:** None.
- 7.6 **Local Government Reorganisation Implications:** None for the purposes of this report. Any arrangements with respect to Officer authority to deal with UEs and fly-grazing in the Park may need to be reviewed prior to the demise of Epsom & Ewell Borough Council in 2027.

8 Background papers

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

Previous reports:

- None.

Other papers:

- [EEBC Constitution Appendix 2 – Scheme of Delegation to Officers](#)
- Agreement to amend the Agreement (dated 12 April 1937) regarding the management of the land known as Nonsuch Park

URGENT DECISIONS

Head of Service: Ian Dyer, Head of Operational Services

Report Author Andrew Bircher

Wards affected: Nonsuch Ward;

Urgent Decision?(yes/no)

If yes, reason urgent decision required:

Appendices (attached):

Summary

To report to the committee two decisions taken by one of the Directors and / or Chief Executive on the grounds of urgency, in compliance with the requirements of the Constitution.

Recommendation (s)

The Committee is asked to:

(1) Note the urgent decisions taken and the reasons for that decision.

1 Reason for Recommendation

- 1.1 To report to the Committee decisions taken by one of the Directors and / or the Chief Executive on the grounds of urgency, in compliance with the requirements of the Constitution.

2 Background

- 2.1 The scheme of delegation sets out that the Chief Executive and Directors are authorised to take decisions on grounds of urgency regarding matters which would otherwise be reserved for determination by a Committee or Council. A matter can be deemed urgent if, in the reasonable opinion of the officer concerned, a delay would seriously prejudice the interest of the Council or of the public and it is not practicable to convene a quorate meeting of the relevant decision-making body in sufficient time to take the decision.

- 2.2 Since the last ordinary meeting of the Nonsuch Park Joint Management Committee two urgent decisions have been taken by one of the Directors or the Chief Executive in consultation with the Chair, Cllr Froud. The decisions are set out below:

2.2.1 **Decision 155** – Unauthorised Encampment Nonsuch Park

- 2.2.2 **Urgency reason for decision 155** – A decision was required to confirm that the UE was not tolerated by the JMC – who are responsible for the management of the Park - so that consideration of the Council's powers under s.77 and s.78 of the Criminal Justice and Public Order Act 1994 could be acted upon.

- 2.2.3 It was necessary to make this decision within 24hrs so there was insufficient time to schedule a special JMC public meeting and delaying this decision until the next JMC would seriously prejudice the interest of the Council and local residents. Decision required by 19th June 2025.

2.2.4 **Decision 156** – Unauthorised Encampment Nonsuch Park

- 2.2.5 **Urgency reason for decision 156** – A decision was required to confirm that the UE was not tolerated by the JMC – who are responsible for the management of the Park - so that consideration of the Council's powers under s.77 and s.78 of the Criminal Justice and Public Order Act 1994 could be acted upon.

- 2.2.6 It was necessary to make this decision within 24hrs so there was insufficient time to schedule a special JMC public meeting and delaying this decision until the next JMC would seriously prejudice the interest of the Council and local residents. Decision required by 29th July 2025.

2.3 Risk Assessment

Legal or other duties

2.4 Equality Impact Assessment

- 2.4.1 None arising directly from this report

2.5 Crime & Disorder

- 2.5.1 None arise from this report

2.6 Safeguarding

- 2.6.1 None arise from this report

2.7 Dependencies

2.7.1 None arise from this report

2.8 Other

2.8.1 none

3 Financial Implications

3.1 **Section 151 Officer's comments:** None arising from this report.

4 Legal Implications

4.1 **Legal Officer's comments:** Legal are consulted as part of the urgent decision-making process.

5 Policies, Plans & Partnerships

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

- N/A

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

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

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

5.5 **Partnerships:** N/A

5.6 **Local government reorganisation (LGR) implications:** There are no implications from LGR for this report.

6 Background papers

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

Previous reports:

- None.

Other papers:

- None.

This page is intentionally left blank