

# EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

Monday 13 March 2017 at 6.00 pm

Committee Room 1 - Epsom Town Hall

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

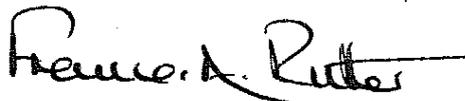
Committee Members

Councillor Liz Frost (Chairman)  
Councillor Jean Steer  
Hugh Craddock, British Horse Society  
Simon Durrant, Epsom Downs Racecourse  
Alex Stewart, Epsom Downs Riders Protection Society  
Nigel Whybrow, Training Grounds Management Board

Representatives invited to attend

Caroline Baldock, Epsom Equestrian Conservation Group	Mark Harvey, Epsom Golf Club
Richard Balsdon, College Ward Residents' Association	David Lambert, Epsom Downs Model Aircraft Club
Angela Clifford, Epsom Civic Society	Roger Marples, Epsom Downs Model Aircraft Club
Andrew Cooper, Epsom Downs Racecourse	Steven McCormick, Woodcote Residents' Association
Bob Eberhard, Epsom and Ewell Cycle Action Group	Conor Morrow, Lower Mole Countryside Management Service
Nick Harrison, Tattenhams Residents' Association	

Yours sincerely



Clerk to the Conservators

For further information, please contact Tim Richardson, 01372 732122 or [trichardson@epsom-ewell.gov.uk](mailto:trichardson@epsom-ewell.gov.uk)

## **AGENDA**

### **1. MINUTES OF 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 26 September 2016 (attached) and to authorise the Chairman to sign them.

### **2. MATTERS ARISING FROM THE LAST MEETING (Pages 11 - 12)**

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

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

To receive the report of the Head Downskeeper.

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

This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 5 October 2016 and 18 January 2017, and the Minutes of those meetings.

### **5. ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES**

To discuss any issues raised by Hack Riders Representatives, including the following:

- Reinstatement of the hack sand track
- Consultation on proposed parking on the Derby Arms triangle
- Use of hatched area and TGMB proposal
- Marker posts update
- Scrub clearance along hack ride (from Downs Road to Burgh Heath Road) in vicinity of top of Rifle Butts Alley
- Audit of signs on the downs
- Reinstatement of afternoon hack ride on Six Mile Hill, and appropriate signs, barriers and markers associated with the uphill end of the afternoon hack ride
- Maintenance of triangular hack area east of Downs House: procuring machinery to enable the grass to be cut and collected

## **6. ISSUES RAISED FOR CONSIDERATION**

To discuss any issues raised by representatives to the Committee, including the following:

- Condition of path near fibresand track (requested by Caroline Baldock, Epsom Equestrian Conservation Group)
- 'No Horses' notice at entrance to Warren Recreation Ground – damage to posts (requested by Angela Clifford, Epsom Civic Society)

## **7. ITEMS FOR THE ATTENTION OF THE CONSERVATORS**

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

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**Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSULTATIVE  
COMMITTEE held on 26 September 2016**

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**PRESENT -**

Councillor Liz Frost (Chairman); Councillor Jean Steer, Hugh Craddock (British Horse Society), Simon Durrant (Epsom Downs Racecourse), Alex Stewart (Epsom Downs Riders Protection Society) and Nigel Whybrow (Training Grounds Management Board)

In Attendance: Caroline Baldock (Epsom Equestrian Conservation Group), Richard Balsdon (College Ward Residents' Association), Angela Clifford (Epsom Civic Society), Bob Eberhard (Epsom and Ewell Cycle Action Group) (Items 1 - 6 c) only), David Lambert (Epsom Downs Model Aircraft Club) and Conor Morrow (Lower Mole Countryside Management Service) (Items 1 - 4 c) only)

Absent: Teresa Cass (Woodcote Residents' Association), Andrew Cooper (Epsom Downs Racecourse), Nick Harrison (Tattenhams Residents' Association), Mark Harvey (Epsom Golf Club) and Roger Marples (Epsom Downs Model Aircraft Club)

Officers present: Sam Beak (Downs Manager) (Items 1 - 7 only), Tim Richardson (Democratic Services Officer) and Simon Young (Head of Legal and Democratic Services)

**1 MINUTES OF PREVIOUS MEETING**

The Minutes of the meeting of the Epsom and Walton Downs Consultative Committee held on 9 March 2016 were agreed as a true record and signed by the Chairman, subject to the following amendment:

- Minute 16 b). That the words "Downs Road" be amended to "Headley Road".

**2 MATTERS ARISING FROM THE LAST MEETING**

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

- a) Hack Sand Track, foot of Walton Downs. The Council's Head of Legal and Democratic Services informed the Committee that he had written to the Horse Race Betting Levy Board (HRBLB) to inform it that the Conservators did not regard the Hack Sand Track at the foot of Walton Downs to be their responsibility to maintain. No response to this had been received from the HRBLB. The Conservators had agreed to instruct the

Downskeepers not to undertake further maintenance works to the track, as it was not their responsibility to do so, and had been advised by the Head of Legal and Democratic Services not to place public notices on the Downs with regard to the condition of the track, as this was also the responsibility of the HRBLB.

The Hack Rider Representatives enquired what mechanisms could be utilised to enforce the undertaking contained in the Epsom and Walton Downs Regulation Act 1984 (that the Sand Track be provided and maintained) and the Committee was informed by the Head of Legal and Democratic Services that this was likely to be a matter which could only be enforced by Parliament.

It was noted that the Head of Legal and Democratic Services would write to the HRBLB again regarding the maintenance of the Track, and that this would be sent via recorded delivery.

- b) Hatched area, foot of Walton Downs. The Committee was informed that the Training Grounds Management Board (TGMB) had created a task group to look into the matters relating to the area. The TGMB Representative informed the Committee that he anticipated that this would provide more clarity on the conditions which made the area unsuitable to be utilised for hack riding. The TGMB Representative also informed the Committee that the signs stating whether the area was currently open or not were now in place.

### 3 REPORT OF THE HEAD DOWNSKEEPER

The Downs Manager provided the Committee with a verbal report. The following matters were discussed:

- a) Antisocial behaviour in Top car park. A number of incidents of antisocial behaviour involving dangerous driving had been reported in the Top car park. These incidents had involved vehicles making 'hand-brake turns' and 'doughnutting' in the car park. It was noted that the possibility of providing the Downskeepers with dashboard mounted cameras (to assist in providing evidence) was being considered by officers.
- b) Staffing. The Committee was informed that the Head Downskeeper Bob Harding and Downskeeper John Gilvary were currently on long term sick leave, and that the Council's ranger service was assisting with duties on the Downs during the evening shifts. This arrangement enabled the trained Downskeepers to maintain their presence during the Racehorse training periods.
- c) Flytipping. The College Ward Residents' Association Representative enquired whether flytipping on the downs had increased since Surrey County Council had introduced new charges for waste disposal, and informed that he had identified some instances recently. It was noted that

flytipping on the Downs was cleared by the Council's Operational Services teams, not the Downskeepers.

- d) Locking times for car parks on the Downs. The Committee noted that the car parks on the Downs were closed at set times – either 5pm or 9pm, depending upon the time of year. It was suggested that this could be changed to 'dusk', as it might reduce the instances of vehicle-related antisocial behaviour (see a) above). It was noted that such behaviour also occurred during daylight hours, but that officers would consider whether it would be helpful to change the locking times, and logistics of doing so.
- e) Speed limit for Old London Road leading to Top car park. The Committee enquired whether a speed limit could be applied to Old London Road in order to reduce vehicle-related antisocial behaviour. It was noted that Surrey County Council had previously considered this possibility, and that it had been found to not be practical or enforceable.

#### 4 ISSUES CONSIDERED BY THE CONSERVATORS

The Committee received a report providing a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 13 April and 15 June 2016. The following items were considered:

- a) Advance warning signs for equestrian crossing on Ashley Road. It was noted that these signs had not yet been installed by Surrey County Council, as it was reviewing the arrangements of the crossing.
- b) Cars on the roadway outside the Rubbing House. The Committee was informed that the Racecourse was considering whether improvements could be made to the arrangements for parking at the Rubbing House. If it was a matter which the Racecourse or TGMB wished to further pursue, a proposal would be submitted to the Conservators for consideration.
- c) Number of horses in training on the Downs. It was noted that the number of horses in training on the Downs had dropped below 150, but that it was hoped that the positive publicity regarding the recent St Leger victory by the Downs-trained Harbour Law would help to increase this.
- d) Location of the Derby Gypsy site. The Epsom Equestrian Conservation Group Representative enquired whether the Derby Gypsy site could be moved to a different location to reduce the difficulties encountered by horse riders accessing the Downs from nearby routes. It was noted that the Racecourse reviewed the location of the site during its planning for the event each year.

#### 5 MATTERS ARISING FROM THE DERBY RACE MEETING

The Committee was invited to provide its views on the arrangements for the 2016 Derby Race Meeting. The following matters were considered:

- a) Family enclosure. Positive comments were made regarding the family enclosure area.
- b) Review of arrangements with Surrey Police. It was noted that a review of arrangements had been held with Surrey Police, and that a number of actions had been agreed as a result. These included improved communication with local residents in advance of the 2017 Derby, to inform them of the importance of reporting incidents to the Police and how to do so. Additional bins for confiscated alcohol in Epsom Town Centre would also be provided.

The Epsom Downs Racecourse Representative informed the Committee that the Racecourse was disappointed at the incidents of anti-social behaviour which had occurred, but was working closely with Surrey and Sussex Police with regard to future arrangements.

- c) Post Derby clean-up. The clean-up of the Downs following the Derby was praised by the Committee.

## 6 ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES

The following matters were raised by the Hack Rider Representatives:

- a) Use of the Downs including hack areas for parking on non-race days. The Hack Riders Representatives informed the Committee that the hack area adjacent to the Derby Arms public house and area of land outside the Derby Stables was utilised for parking on non-race days. The Representatives expressed that the hack area outside the Derby Arms was used by hack riders to gain access to onward hack rides and bridleways, and that it's use for parking diminished a facility available to hack riders. The representatives informed the Committee that the area had previously remained locked outside of race days and on infrequent occasions on which the Racecourse was hosting a large event, but that it was now left permanently unlocked. The Representatives requested that the area be locked in the future outside of these times to prevent access by cars.

It was noted that Officers of the Conservators and the Racecourse would discuss the use of the area. Following this discussion, if there was a proposal to be considered by the Conservators, the Hack Rider Representatives would also be consulted.

- b) Condition of the afternoon hack ride up 6 Mile Hill from Langley Vale. The Hack Rider Representatives informed the Committee that this hack ride had been damaged during the recent works to extend the neighbouring Poly Track. It was agreed to view the area on the Downs Tour of 28 September 2016.
- c) Access to Lonsdale Enclosure hack area on non-race days. The Hack Rider Representatives informed the Committee that access to the hack

area located within the Lonsdale Enclosure had not been possible at times, as gaps had not been left in the fencing to enable it. The Epsom Downs Racecourse Representative apologised for this issue and requested that he be informed directly if it should occur in the future, as he would be able to arrange for the situation to be rectified. It was noted that the Racecourse would look into the possibility of providing a gate in the fence in future, rather than physically removing panels to enable access.

- d) Missing marker posts along the Valley hack track below Rubbing House towards the Beech Wood junction. The Downs Manager informed the Committee that any posts missing in this area would be replaced by the Downskeepers as part of their winter work programme.
- e) Parking in Derby Stables Road. The Hack Rider Representatives informed the Committee that cars were being parked all-day, and advertised for sale in Derby Stables Road. The Representatives suggested that a parking restriction could be introduced to limit parking on the road, and suggested a maximum stay of 3 hours, with no return on the same day. It was noted that this would be a matter for the Surrey County Council (Epsom and Ewell) Local Committee to consider.
- f) Scrub clearance at the top of Rifle Butts Alley. The Downs Manager informed the Committee that scrub clearance in this area would be undertaken by the Downskeepers as part of their winter work programme.
- g) Condition of hack facilities on the Downs. The Hack Rider Representatives highlighted to the Committee that they had expressed concerns over the condition or lack of availability of 3 hack facilities on the Downs:
- Hack Sand Track at the foot of Walton Downs
  - Hatched Area at the foot of Walton Downs
  - Hack ride on 6 Mile Hill (see b) above)

The Representatives expressed that if hack riders were unable to make use of these areas, it would be a significant reduction in the facilities made available to them under the 1984 Act and requested that the provision of alternative areas or facilities was considered.

## 7 ISSUES RAISED FOR CONSIDERATION

The following items were raised by representatives to the Committee:

- a) Signs for dog walkers on eastern routes onto the Downs. The Committee was informed that dog walking signs from some routes onto the Downs had been stolen, and that they would be replaced with laminated notices. It was also noted that signs had been amended to reflect Sunday training hours, and requested that dogs be kept on a lead until 9.30am.

**8 DATES OF MEETINGS IN 2017**

The Committee did not express any preference with regard to the options for dates of meetings in 2017 listed within the agenda. It was agreed that the Democratic Services Officer would confirm the dates following the meeting.

**9 ITEMS FOR THE ATTENTION OF THE CONSERVATORS**

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

*The meeting began at 6.05 pm and ended at 7.16 pm*

COUNCILLOR LIZ FROST (CHAIRMAN)

## **MATTERS ARISING FROM THE LAST MEETING**

<u>Report of the:</u>	Clerk to the Conservators
<u>Contact:</u>	Tim Richardson
<u>Annexes/Appendices (attached):</u>	None
<u>Other available papers (not attached):</u>	Minutes of the previous meeting of the Committee

### **REPORT SUMMARY**

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

#### **1 Hack sand track, foot of Walton Downs – Minute 2 a)**

- 1.1 The Council's Head of Legal and Democratic Services will write again to the Horse Race Betting Levy Board, setting out the Conservators' position.

#### **2 Hatched area, foot of Walton Downs – Minute 2 b)**

- 2.1 At the meeting of the Epsom and Walton Downs Conservators held on 18 January 2017 (see Item 04 of this agenda), the Conservators were informed that the Training Grounds Management Board (TGMB) had agreed to open a marked route for hack riding within the area when ground conditions permitted. Rabbit/fox holes along this route would be checked and filled. The TGMB would not tolerate any misuse which could compromise its ability to use the area or the winter gallops, and if riders were found to be straying from the marked route, it would be closed.

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## **REPORT OF THE HEAD DOWNSKEEPER**

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

### **REPORT SUMMARY**

**To receive the report of the Head Downskeeper.**

#### **1 Staffing**

- 1.1 We currently have one Downskeeper currently on long term sick and this post is being covered by an agency member of staff who has worked on the Downs previously. In addition, one member of staff has left the team and the recruitment process to fill this position has now begun. In the interim, the Parks Patrol team will be assisting with any staffing needs.

#### **2 Training**

- 2.1 First aid refresher training is being organised for all Downskeepers, to ensure their skills are kept up to date.
- 2.2 The Parks Patrol Rangers who are assisting the Downskeepers will be attending a local trainer's yard to gain knowledge and skills on how to deal with racehorses and riders. This will be followed with training booked in at Newmarket to help them with dealing with horses on the Downs and in the wider borough.

#### **3 Afternoon Patrols**

- 3.1 Additional patrols conducted by the Parks patrol team at weekends and evenings will occur. This is to reduce the incidents of hacks out of bounds. The Downs keepers will continue to monitor and work with the Parks Patrol Team.

#### **4 Hack Riding Maps**

- 4.1 There has been a recent increase in the number of hack riders who are using the gallops particularly in the afternoon. The Downskeepers will challenge anybody who is out of bounds, but we have also discussed with the Training Representative and Head of Gallops that a polite communication will be sent out to all livery stables in the surrounding area which will remind them of the byelaws and enclose a copy of the hack riding map and information leaflet.

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## **ISSUES CONSIDERED BY THE CONSERVATORS**

<u>Report of the:</u>	Clerk to the Conservators
<u>Contact:</u>	Tim Richardson
<u>Annexes/Appendices (attached):</u>	<u>Annexe 1</u> – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 5 October 2016. <u>Annexe 2</u> – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 18 January 2017
<u>Other available papers (not attached):</u>	None

### **REPORT SUMMARY**

**This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 5 October 2016 and 18 January 2017, and the Minutes of those meetings.**

#### **1 Introduction**

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

#### **2 Events on the Downs – Minute 16**

- 2.1 The Conservators approved the events listed.

#### **3 Memorial Policy for the Downs – Minute 18**

- 3.1 The Conservators agreed a memorial policy for the Downs, encompassing memorial benches, bird boxes and bat boxes.

#### **4 Minutes of the Epsom and Walton Downs Consultative Committee – Minute 19**

- 4.1 The Conservators noted the Minutes of the last meeting of the Consultative Committee.

**5 Date of meetings in 2017 – Minute 21**

5.1 The Conservators agreed the dates of their meetings in 2017. Remaining meetings are: 19 April, 14 June and 4 October.

**6 Horse Margin, Langley Vale Farm to Shepherds Walk – Minute 23 c)**

6.1 Works to the surface of this route have now been completed.

**7 Parking on land in front of Derby Arms public house – Minute 28**

7.1 The Conservators agreed that public consultation should be held on a proposal submitted by Epsom Downs Racecourse relating to the use of land in front of the Derby Arms public house for overflow parking.

7.2 This consultation has not yet been held. All members and representatives on the Consultative Committee will be informed when a date for the consultation period has been agreed, and invited to provide their views on the proposal once the consultation has started.

**8 Epsom Downs Racing season 2017 – fencing extensions – Minute 29**

8.1 The Conservators granted the extensions detailed. The Conservators also noted that Access to the hack area located within the Lonsdale Enclosure would be provided by gates in the fencing.

## Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 5 October 2016

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### PRESENT -

Councillor Liz Frost (Chairman); Andrew Cooper (Epsom Downs Racecourse) (Vice-Chairman); Councillor Rekha Bansil, Councillor Lucie Dallen, Simon Dow (Horserace Betting Levy Board), Simon Durrant (Epsom Downs Racecourse), Councillor Robert Foote (Items 11 - 21 only), Councillor Jan Mason, Nigel Whybrow (Epsom Downs Racecourse) and Councillor Clive Woodbridge.

Officers present: Sam Beak (Downs Manager), Tim Richardson (Democratic Services Officer) and Simon Young (Head of Legal and Democratic Services)

#### 10 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 15 June 2016 were agreed as a true record and signed by the Chairman.

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

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

- a) Hatched Area at the foot of Walton Downs. The TGMB had created a task group, which was considering the issues affecting the Hatched Area.
- b) Dog walking signs. The TGMB had agreed with the proposed change of dog walking signs on the Downs to request that dogs be held on leads until 9.30am on Sundays, to reflect racehorse training hours. It had been noted that signs placed on some routes onto the Downs had been stolen, and would be replaced with laminated notices.
- c) Extension of the Polytrack. Trainers had welcomed the extension of Polytrack. As the extended length was too long for some younger horses, a walk-in at 5 furlongs had also been added.
- d) Demolition of stables at Cedar Lodge. The TGMB had welcomed the decision to refuse planning permission for the demolition of stables at Cedar Lodge. The Board had expressed that in its view there was a lack of stable facilities in the area.

- e) Vision for Epsom and Walton Downs Training. The TGMB was in the process of producing a 'vision' plan for Epsom and Walton Downs Training Grounds, to promote and market it as a training facility.
- f) Congratulations to Laura Mongan for St Leger success. The TGMB had expressed its congratulations to Laura Mongan for winning the St Leger on 10 September with the Epsom trained Harbour Law.

**12 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST**

- a) Hack Sand Track, foot of Walton Downs. The Head of Legal and Democratic Services had written to the Horserace Betting Levy Board to state that the Conservators did not accept responsibility for the hack sand track at the foot of Walton Downs. No response to this had been received. The Head of Legal and Democratic Services would write to the Board again, and send the correspondence via recorded delivery.
- b) Post Derby review. The Conservators noted that a meeting between the Chairman, Clerk, Surrey Police Borough Inspector and General Manager of Epsom Downs Racecourse had been held to consider the matters which had arisen from the 2016 Derby. The Conservators noted the actions proposed as a result of that meeting.

**13 REPORT OF THE HEAD DOWNSKEEPER**

The Downs Manager provided the Committee with a verbal report. The following matters were discussed:

- a) Reported antisocial behaviour. The Conservators were informed that there had been a number of incidents of antisocial behaviour reported on the Downs, including an attempted break-in of the Downskeeper's Hut.
- b) Staffing issues. The Conservators were informed that two members of the Downskeeper staff were currently on long term sick leave. Downskeeper Ashley Critcher was acting as the interim Head Downskeeper, and the Council's Ranger service were assisting with evening duties. This arrangement enabled the Downskeepers to maintain their presence during the hours of racehorse training.

The Conservators expressed their best wishes to the Downskeepers who were on sick leave, and wished them a speedy recovery. The Conservators also expressed their thanks to the other Downskeepers for their efforts to ensure that the service continued despite the reduced capacity, and to the Council's Rangers and Racecourse staff for all their assistance and support.

The Conservators requested officers to continue to monitor the situation, and consider the use of agency or temporary staff to assist if necessary.

- c) Closing times for car park gates. The Conservators noted that a suggestion had been raised at the meeting of the Epsom and Walton Downs Consultative Committee held on 26 September that car park gates should be shut at dusk, rather than the current timings of 5pm/9pm (see Minute no 15 for further information). The Conservators noted that the car parks gates would be locked at 5pm from Saturday 8 October.

#### 14 MID-YEAR BUDGET MONITORING

The Conservators received a report advising it of income and expenditure in 2016/17 as at 30 September 2016, and seeking guidance on the preparation of the budget and precept for 2017/18. An updated Risk Register for the Downs, for 2016/17 was also presented.

The Conservators noted that it was proposed to increase precept contributions by 2.3% in order to achieve a balanced budget in 2017/18. The Conservators were informed that there was a forecast £7,607 use of the working balance in the current year.

Following consideration, the Conservators agreed:

- (1) to note the mid-year income and expenditure position as at 30 September 2016;
- (2) to support the proposed 2.3% increase in precept contributions for 2017-18, for consideration at their meeting in January 2016;
- (3) to note the 2016/17 Risk Register for the Downs, subject to an amendment to the "Further Action/Mitigation action" for risk EWDC5 as follows:

"Advice being given by Legal & Democratic Services on Key issues.

Clarity on responsibility for the Hack Sand Track has been clarified and the **Horse Race Betting Levy Board** are responsible for the cost of repairs."

(amendment highlighted in bold and underlined text above).

#### 15 PROPOSED EVENTS ON THE DOWNS

The Committee received a report providing details of requested events on the Downs. All of the proposed events had been held on the Downs in previous years, and the Downskeepers had not reported any concerns with regard to them being held again.

Following consideration, the Conservators:

- (1) Approved the following events to be held on the Downs:

- Downs Young Athletes Cross Country League (Sundays 6 Nov, 4 Dec 2016, 19 Feb, 12 Mar 2017)
  - The 26.2 Road Runners Club Cross Country Run (Saturday 12 November 2016)
  - The 78<sup>th</sup> Pioneer Run for Veteran Motorcycles (Sunday 19 March 2017)
  - North Cheam Baptist Church Easter Sunday Service (Sunday 16 April 2017)
  - Rotary Club of Banstead Sponsored Walk (Sunday 7 May 2017)
  - Round the Borough Bike (Sunday 14 May 2017)
  - Cancer Research UK: Race For Life (Sunday 25 June 2017)
  - Round the Borough Hike (Saturday 2 September 2017)
- (2) noted the Calendar of Events for 2016/17.
- (3) noted the fees and charges to be applied to each event subject to the event being approved.

## 16 ICE CREAM VENDING ON THE DOWNS

The Conservators received a report presenting a request from an ice cream vendor for approval to trade on Epsom Downs.

The Conservators were informed that the vendor had operated an ice cream van from the Downs for many years but without a licence. The request for approval to trade on the Downs was made to the Conservators in tandem with the vendor's application for a licence from the Borough Council, to regularise the arrangements.

It was noted that the vendor would operate from one of two locations on the Downs. These were on the road near the Hyperion and Top car parks.

Concern was expressed that the vending of ice creams could obstruct certain activities undertaken to prepare for race meetings, and that it could also lead to an increase in litter on the Downs. It was noted that these matters could be considered by the Council when placing conditions on the vendor's licence.

It was noted that a licence issued by the Council would be valid for one year and that the Conservators could review any conditions placed on it prior to a new licence being issued if they so wished.

Following consideration, the Conservators:

- (1) Approved a request from Mr Perkins to trade on Epsom Downs subject to approval from Epsom and Ewell Borough Council's Licencing Department and the following conditions:
  - a) The conditions set out in paragraphs 3.2, 3.3 and 3.4 of the report, namely:

That the times allowed be 12.00 – 20.00 or closure of the Downs, whichever is the earlier;

That there should be no use of 'musical chimes' whilst on the Downs;

That no vending should take place on any race day held by Epsom Downs Racecourse;

That the areas permitted for trading be restricted to those identified in Annexe 1 to the report.
  - b) That the vendor will comply with all reasonable directions from Epsom Downs Racecourse staff with regard to hours and location of trading.
- (2) Agreed to request the Council's Licensing officers consider the inclusion of a condition requiring the vendor to provide a bin for litter when operating on the Downs.
- (3) Noted and agreed the two locations from where the vendor may sell ice-cream from his van, as defined on Annexe 1 to the report.

#### 17 REVIEW OF METAL DETECTING LICENSES ON THE DOWNS

The Conservators received a report providing a review of metal detecting licences available for Epsom Downs.

Following consideration, the Conservators agreed:

- (1) To note the review of the number of metal detecting licences available for Epsom Downs during 2016, and agreed that the maximum number should remain at 25.
- (2) To review the fee for metal detecting licenses for the 2018 calendar year in October 2017.

#### 18 MEMORIAL POLICY FOR THE DOWNS

The Conservators received a report presenting a Memorial Policy for Epsom and Walton Downs. It was noted that an amended Annexe 3 to the report (fees for memorial bird and bat boxes) had been published as a supplement to the agenda, and replaced that originally contained within it.

The Conservators considered the Policy and noted that the proposed design of memorial benches did not include a back. Officers informed the Conservators

that this design of bench had been selected to best fit the nature of the Downs' environment, and was also used at Nonsuch Park. It was also proposed that memorial plaques would not be permitted on the benches, in keeping with the natural environment of the Downs. The sponsor of each bench would be shown its location and invited to attend its installation on the Downs.

The proposed charge of £300 for installation of a bench was considered, and the Conservators were informed that this would cover all costs incurred. The one-off charge for sponsoring a bench would be reviewed annually to reflect any increases in costs. It was noted that the period of sponsorship for a memorial bench would be 10 years.

A maximum number of 12 benches would be permitted on the Downs, at locations agreed with the Downskeepers and detailed in the terms and conditions of sponsorship. The Downs Manager informed the Conservators that a high demand for benches was not currently anticipated. It was noted that a party had expressed an interest in sponsoring a bench in 2015, and that they would be contacted to enquire whether they would still wish to do so.

Following this consideration, the Conservators:

- (1) Approved the Memorial Policy for the Downs, terms and conditions of sponsoring a memorial bench on Epsom and Walton Downs and the fees for memorials on Epsom and Walton Downs.
- (2) Agreed to review the Memorial Policy and fees and charges in October 2017.

## 19 MINUTES OF THE EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

The Conservators received and noted the draft Minutes of the meeting of the Epsom and Walton Downs Consultative Committee held on 26 September 2016. The following item was considered:

- a) Minute 6 e) - Parking in Derby Stables Road. The Chairman informed the Conservators that she had suggested to the Consultative Committee member who had raised this issue that they may wish to propose it directly to the Surrey County Council Local Committee for Epsom and Ewell, as the processes involved with the Conservators' consideration of the matter would mean that any decision by the Conservators to do so would take a far greater time.

## 20 OUTSTANDING REFERENCES

The Conservators received and noted the position of their outstanding references. The following matter was considered;

- (1) Signposting of the Downs. The Conservators noted that this reference related to the potential for a future review of byelaw information boards on the Downs.

**21 DATES OF MEETINGS IN 2017**

The Conservators agreed the dates of their meetings to be held in 2017, as follows:

- Wednesday 18 January 2017 at 18.00 hours
- Wednesday 19 April 2017 at 18.00 hours
- Wednesday 14 June 2017 at 18.00 hours
- Wednesday 4 October 2017 at 18.00 hours

*The meeting began at 6.00 pm and ended at 7.15 pm*

COUNCILLOR LIZ FROST (CHAIRMAN)

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## Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 18 January 2017

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### PRESENT -

Councillor Liz Frost (Chairman); Andrew Cooper (Epsom Downs Racecourse) (Vice-Chairman); Councillor Rekha Bansil, Simon Durrant (Epsom Downs Racecourse), Councillor Robert Foote (Items 24 - 30 only), Councillor Jan Mason, Nigel Whybrow (Epsom Downs Racecourse) and Councillor Clive Woodbridge.

In Attendance: Conor Morrow (Lower Mole Countryside Management Service)

Absent: Councillor Lucie Dallen and Simon Dow (Horserace Betting Levy Board)

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

### 22 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 5 October 2016 were agreed as a true record and signed by the Chairman.

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

The Conservators received a report providing updates on items considered by the Epsom and Walton Downs Training Grounds Management Board (TGMB). It was noted that the most recent meeting of the TGMB had been held on 17 January 2017. The following matters were considered by the Conservators:

- a) Hatched area, foot of Walton Downs. The Conservators noted that the TGMB had agreed that signs for this area would be amended to show either "open" or "closed". The TGMB had also agreed to open a marked route within the area for hack ride use when ground conditions permitted, but would not tolerate any misuse by hack riders.
- b) Downskeeper staffing levels. The TGMB had expressed concern that due to the staffing challenges currently being faced by the Downskeepers, patrols of the gallops during training hours had reduced.

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*Note: Further consideration of this issue is contained within Minute 25 of this meeting, below.*

- c) Horse margin, Langley Vale farm to Shepherds Walk. Nigel Whybrow informed the Conservators that resurfacing works were due to be completed on 19 January 2017.

## 24 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST

The following matter was considered:

- a) Hack Sand Track, foot of Walton Downs. The Head of Legal and Democratic Services corrected the information contained within the Agenda papers. The Conservators were informed that a letter had not yet been sent to the Horse Race Betting Levy Board via recorded delivery. This would be done as a priority following this meeting.

## 25 REPORT OF THE HEAD DOWNSKEEPER

The Conservators received and noted a report from the Head Downskeeper. The following matters were considered:

- a) Staffing issues. The Conservators were informed that 1 member of the Downskeeper team was presently on long term sick leave, 1 member was on paternity leave, and a further member was due to resign, as they were emigrating from the country. To address concerns that this would leave the team short-handed, a recruitment process had been initiated to replace the team member who would resign, and a member of the Council's Ranger Service would be seconded to assist with duties in the interim period.

The Conservators noted the action being taken to address the pressure on the capacity of the Downskeeper team, but expressed concern that any staff seconded or appointed to the Downskeepers team would also need to be aware of the specific issues affecting the Downs, and be competent to assist in issues involving horses. The Conservators were informed that the member of staff seconded to the Downskeepers had assisted them previously, and had received appropriate training.

The concerns expressed by the TGMB with regard to patrols of the racehorse training gallops (see Minute 23 b, above) had been noted by officers, and the Streetcare Manager would meet the Chairman of the local Trainers Association (Mr Roger Ingram) to discuss the matter. The Head Downskeeper had also instructed the Downskeeper team to increase the number of gallops patrols undertaken, but this had to be balanced with their other high priority duties on the Downs. The Downskeepers would keep a record of the number and time of patrols undertaken.

The Conservators were also informed of a recent post on Facebook in which an individual had encouraged hack riders to participate in use of the racehorse training Polytrack. It was noted that such incidents could potentially be best managed by directly approaching the parties involved and informing them that such activity was not permitted.

**26 REVIEW OF FEES AND CHARGES FOR EVENTS ON THE DOWNS**

The Conservators received a report providing a review of the Fees and Charges for events on the Downs. Following consideration, the Conservators agreed the proposed changes to the Fees and Charges Policy, detailed in Annexe 1 to the report.

**27 BUDGET 2017-18**

The Conservators received a report seeking approval to the 2017/18 budget and to the amounts to be recovered from the constituent bodies. The following matters were considered:

- a) Pension fund contribution. The Treasurer informed the Conservators that the estimated pension fund contribution within the budget had been increased from £28,000 to £30,000, but that it was uncertain whether this increase would actually be required.
- b) Fuel costs. The Conservators were informed that the budgeted amount of £9,000 for fuel costs included a buffer which would absorb an increase in fuel prices if they occurred.

Following consideration, the Conservators:

- (1) Agreed the budget as set out in Annexe 1 to the report, including a request for a 2.3% increase in precept from the constituent bodies as follows:
  - Epsom and Ewell Borough Council: £227,890
  - Epsom Downs Racecourse: £113,940
  - Epsom and Walton Downs Training Board: £37,980

**28 PARKING ON LAND IN FRONT OF DERBY ARMS**

The Conservators received a report presenting a request from Epsom Downs Racecourse for permission to park cars on land in front of the Derby Arms public house at times when events were being held at the Racecourse. The following matters were considered:

- a) Ecological matters. The Lower Mole Countryside Management Service representative informed the Conservators that he did not have any ecological concerns with regard to the proposal.

- b) Purpose of request. Simon Durrant informed the Conservators that the area identified in the proposal had been used for overflow car parking for events held at Epsom Downs Racecourse for a number of years, but that direct consent had not been sought from the Conservators. This application had been submitted to the Conservators to seek such consent, and regularise the arrangements.
- c) Level of usage of area. Simon Durrant informed the Conservators that the number of occasions on which the area had been used for parking had increased in 2016, as it had been used whilst roofing works to the Duchesses' Stand were underway. Following completion of those works, it had returned to its previous level of use. Simon Durrant informed the Conservators that he could not confirm on how many occasions the area was used for parking each year, but that this could be recorded in future.
- The Head of Legal and Democratic Services informed the Conservators that if they wished to grant consent for use of the area for parking, they could also place restrictions on this consent, including a limit on the number of occasions per year.
- d) Use of alternative areas. Following questions from the Chairman and other members of the Conservators, Simon Durrant informed the meeting that Epsom Downs Racecourse utilised the area instead of alternatives (including the piece of land adjacent to Tattenham Corner Road & the race track which was referred to as car park 15 during racedays), as it had better drainage and provided a more pleasant customer experience.
- e) Visual impact. Concerns were expressed by members of the Conservators that use of the area for parking could adversely impact on the visual appearance of the area and landscape. Simon Durrant informed the Conservators that the Racecourse had no intention of turning the area into a permanent car park, but wished to continue to use it when necessary for event overflow parking.
- f) Access to the area for vehicles. Simon Durrant informed the Conservators that a barrier was located at the entrance to the area, which restricted access by vehicles. This was opened and manned during times at which parking on the area took place. The barrier did not impede access for pedestrians or horse riders.
- g) Designation as a Hack Area and Hack Ride. The area was designated as an area for hack riding by the Epsom and Walton Downs Regulation Act 1984, and the Conservators noted that consultation with Hack Rider representatives should be included within any consultations undertaken with regard to the proposal.
- h) Public Consultation. The Head of Legal and Democratic Services advised the Conservators that public consultation on the proposal should be undertaken prior to consent being granted, should the Conservators be minded to approve it. It was suggested that this could include writing

directly to the Epsom and Walton Downs Consultative Committee (including Hack Rider Representatives), Local Residents' Associations and Ward Councillors, and placing information on the Borough Council's website and e-Borough Insight magazine.

Following consideration, the Conservators:

- (1) Agreed in principle to the request from Epsom Downs Racecourse for consent to use the area identified within the report for parking at times in addition to those already permitted.
- (2) Agreed that public consultation on the request submitted by Epsom Downs Racecourse should be undertaken prior to a full decision being taken upon it, and that the wording and scope of this consultation would be circulated to all Members of the Conservators by the Council's Head of Legal and Democratic Services prior to its publication.

## 29 EPSOM DOWNS RACING SEASON 2017

The Conservators received a report informing them of the dates of race meetings in 2017 and presenting a request from Epsom Downs Racecourse for extensions to the periods permitted for fencing. The following matter was noted:

- a) Access to Lonsdale Enclosure for hack riding. Simon Durrant informed the Conservators that fencing of the Lonsdale Enclosure would include gates to enable access for hack riders wishing to use the hack area located within it.

Following consideration of the report, the Conservators:

- (1) Noted the dates of the 2017 racing season for Epsom Downs, and granted their consent to the following meetings in accordance with section 14 of the Epsom and Walton Downs Regulation Act 1984:
  - Thursday 6 July (Evening)
  - Thursday 13 July (Evening)
  - Thursday 20 July (Evening)
  - Thursday 3 August (Evening)
  - Sunday 1 October
- (2) Noted that Epsom Downs Racecourse had applied to Surrey County Council for the temporary suspension of Footpath 50 as detailed in section 3 of the report.

- (3) Agreed to grant consent under Byelaw 2 (i) (a) to bring forward the start of the fencing period for the Upper Tattenham Enclosure and Lonsdale Enclosure for the Derby festival to 15 May 2017.
- (4) Agreed to grant consent under Byelaw 2 (i) (a) to extend the fencing period for the Lonsdale Enclosure to enable fencing to remain in place between the dates of 14 – 21 June 2017.

### 30 OUTSTANDING REFERENCES

The Conservators received and noted the position of their outstanding references. The following matter was noted:

- a) Signposting of the Downs. The Conservators were informed that an audit of signs on the Downs had been completed by the Downskeepers, and that a report regarding it would be presented to a future meeting.

*The meeting began at 6.00 pm and ended at 6.55 pm*

COUNCILLOR LIZ FROST (CHAIRMAN)