

# EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

Monday 18 September 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 13 March 2017 (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 provided the Committee with a summary of items considered at the meetings of the Epsom and Walton Downs Conservators held on 19 April and 17 July 2017, and the Minutes of those meetings.

**5. MATTERS ARISING FROM THE DERBY RACE MEETING**

This item invites the Committee to provide its views on the arrangements for the 2015 Derby Race Meeting.

**6. ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES**

To discuss any issues raised by Hack Riders Representatives. At the time of publication of this agenda, no items had been requested.

**7. ISSUES RAISED FOR CONSIDERATION**

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

- Condition of concrete posts adjacent to the Race Course (requested by Angela Clifford, Epsom Civic Society)

## **8. DATE OF MEETINGS IN 2018**

The Committee has previously requested that its future meetings be held in advance of a meeting of the Epsom and Walton Downs Conservators. It is suggested that the Committee agrees to hold its meetings in 2018 on two of the following dates:

Monday 12 or Monday 19 March 2018 at 18.00 hours

Monday 10 or Monday 17 September 2018 at 18.00 hours

Note: The dates for meetings of the Conservators for 2018 have not yet been set, but it is anticipated that they will be in January, April, June and October.

## **9. 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 13 March 2017**

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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: Richard Balsdon (College Ward Residents' Association), Angela Clifford (Epsom Civic Society), Bob Eberhard (Epsom and Ewell Cycle Action Group), David Lambert (Epsom Downs Model Aircraft Club) and Conor Morrow (Lower Mole Countryside Management Service)

Absent: Caroline Baldock (Epsom Equestrian Conservation Group), Andrew Cooper (Epsom Downs Racecourse), Nick Harrison (Tattenhams Residents' Association), Mark Harvey (Epsom Golf Club), Roger Marples (Epsom Downs Model Aircraft Club) and Steven McCormick (Woodcote Residents' Association)

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

**10 CLERK TO THE CONSERVATORS**

The Chairman informed the Committee that Frances Rutter, current Chief Executive and Clerk to the Conservators was leaving Epsom and Ewell Borough Council to take up a new post. Epsom and Ewell Borough Council had appointed Kathryn Beldon as its new Chief Executive, and Clerk to the Conservators. Kathryn would take up her position at the start of April 2017. The Committee welcomed Kathryn to the meeting.

**11 MINUTES OF PREVIOUS MEETING**

The Minutes of the Meeting of the Epsom and Walton Downs Consultative Committee held on 26 September 2016 were agreed as a true record and signed by the Chairman. The following matters were noted:

- a) Minute 4 b) Cars on the roadway outside the Rubbing House. The Committee noted that it would be consulted on improvements to the parking at the Rubbing House if the Racecourse wished to proceed with a proposal.

- b) Minute 6 c) – Access to Lonsdale Enclosure hack area on non-race days. The Hack Rider Representatives expressed their thanks to Epsom Downs Racecourse for its procurement of gates which would be installed in the Lonsdale Enclosure fencing from this year.

## 12 MATTERS ARISING FROM THE LAST MEETING

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

- a) Hack Sand Track, foot of Walton Downs. The Head of Legal and Democratic Services informed the Committee that a letter setting out the Conservator's position with regard to the track would be sent to the Horse Race Betting Levy Board again via recorded delivery in the near future.

Please note: further consideration of matters relating to this item are recorded within Minute 15 a) of this meeting.

## 13 REPORT OF THE HEAD DOWNSKEEPER

The Committee received and noted the report of the Head Downskeeper. The following matters were considered:

- a) Afternoon Patrols. The Committee noted that as the Downskeepers were now nearer a full complement of staff, additional patrols of the gallops would be undertaken in the afternoons and at weekends to address concerns expressed by racehorse trainers that hack riders were travelling outside of their designated areas. The Streetcare Manager informed the Committee that these would not be at the detriment to the other afternoon duties undertaken by the Downskeepers, such as bin emptying and the management of other users of the Downs, including kite flyers and dog walkers.
- b) Hack riding map and information event for Downs users. It was noted that the Head Downskeeper was in the process of producing a revised hack riding map which could be provided to local livery stables to inform Downs users of the areas available to them.

The Hack Rider Representatives suggested that a public information event could be held on the Downs for hack riders to show them where they were and were not permitted to ride. The Hack Rider Representatives offered to provide assistance in holding the event if it would be helpful. The Representatives were thanked for this suggestion and offer, and the Committee noted that the Streetcare Manager would look into arranging such an event. The Epsom Downs Racecourse Representative offered to host the event, if a venue was required.

## 14 ISSUES CONSIDERED BY THE CONSERVATORS

The Committee received and noted a report providing 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. The following matters were considered:

- a) Parking on land in front of the Derby Arms public house – public consultation. The Committee noted that the public consultation for the proposal submitted to the Conservators by Epsom Downs Racecourse (for permission to use the land in front of the Derby Arms public house for event overflow parking) had not yet started. There were several matters to be clarified prior to such a consultation being launched, but all representatives on the Consultative Committee would be informed once it was, and invited to submit their views on the proposal.

Please note: further consideration of matters relating to this item are recorded within Minute 15 b) of this meeting.

- b) Vision for Epsom and Walton Downs Training. The Epsom Downs Racecourse representative informed the Committee that the purpose of the vision document produced by the Training Grounds Management Board (TGMB) was to reaffirm the importance of the racehorse training community to the local area, and to build on the history and facilities already in place. The number of horses in training on Epsom and Walton Downs had reduced significantly over the past 10-15 years, and one of the objectives of the vision was to address this. Working groups had been formed by the TGMB to consider how best to take proposals forward, and the Committee was informed that involving the local community would be central to much of this work.
- c) Ice cream vending on the Downs. The Committee noted that the ice cream vendor using the Downs had now applied for, and received a licence.
- d) Closing time for car park gates. The Committee noted that the Streetcare Manager would look into the potential to alter the closing time of the car park gates on the Downs. If any significant amendments were proposed, it would be reported to the Conservators.
- e) Memorial plaques for benches. The Committee was informed that memorial plaques\* were not permitted on benches under the Conservators' policy.
- \*Post script: following the meeting, officers confirmed that dedications inscribed directly onto the benches were also not permitted under the policy.
- f) Parking in Derby Stables Road. The British Horse Society Representative informed the Committee that he had chosen not to pursue stronger

waiting restrictions in Derby Stables Road, as it may have also inhibited the use of the area for parking horse boxes. It was noted the Surrey County Council Local Committee for Epsom and Ewell had recently approved minor changes to the area.

- g) Horse Margin, Langley Vale farm to Shepherds Walk – condition of hedge. The British Horse Society Representative informed the Committee that the condition of the hedge in this location was patchy and poor. It was noted that whilst this area was outside the Downs as defined by the Epsom and Walton Downs Regulation Act 1984, the Chairman would raise the matter with Surrey County Council.

## 15 ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES

The following matters were raised by the Hack Rider Representatives:

- a) Hack Sand Track, foot of Walton Downs. The Hack Riders Representatives informed the Committee that no maintenance work had been undertaken to the track in the past 18 months and enquired whether any could be undertaken whilst the matter was being considered by the Conservators and Horse Race Betting Levy Board. The Committee was informed that legal advice to the Conservators was that it was not their responsibility to maintain the track, and that by doing so they would be opening themselves to liability should an incident occur on it.

Please note: further consideration of matters relating to this item are recorded within Minute 12 a) of this meeting.

- b) Parking on land in front of Derby Arms public house. The Hack Riders Representatives informed the Committee that the perimeter of this area was marked as being open to pedestrian traffic on the Deposited Map for the Epsom and Walton Downs Regulation Act 1984, and asked whether it was intended to maintain this if the proposal to utilise it for event overflow parking (see Minute 13 a) above) was approved. The Head of Legal and Democratic Services informed the meeting that this was a matter for consideration during the public consultation.

Please note: further consideration of matters relating to this item are recorded within Minute 14 a) of this meeting.

- c) Use of hatched area for hack riding. The Committee was informed that the Training Grounds Management Board would consider at it's next meeting the likely timescale for opening the hatched area to hack riding use.
- d) Hack marker post update. The Committee was informed that the Downskeepers had completed an audit of hack marker posts on the Downs, to identify those which required maintenance or replacement during the winter work programme. This had been provided to the Hack Rider Representatives prior to the meeting, for their information. It was



noted that areas in which markings were ambiguous or unclear would be discussed with the Hack Rider Representatives to identify improvements.

- e) Scrub clearance along hack ride in vicinity of top of Rifle Butts Alley. The Committee noted that some clearance work had already been undertaken in this area, but that further would be done.
- f) Signs on the Downs. The Committee was informed that an audit of signs on the Downs had been completed by the Downskeepers and would be presented to the next meeting of the Conservators.
- g) Reinstatement of afternoon hack ride on Six Mile Hill. The Committee was informed that extensive scrub clearance had been undertaken in this area, and that a flail-mower would be used to complete the works once the weather permitted. The Hack Rider Representatives highlighted that railings adjacent to the polytrack at the up-hill end of the area had been removed during works to extend the polytrack. The representatives expressed that these railings had previously assisted in directing hack riders away from trespassing onto the gallops.
- h) Maintenance of triangular hack area east of Downs House – procurement of specialist cut and collect machinery. The Committee was informed that it had not been possible to procure specialist machinery to enable grass in this area to be cut and collected, due to its prohibitive cost.

## 16 ISSUES RAISED FOR CONSIDERATION

The following items were raised by representatives to the Committee:

- a) Condition of path near fibresand track. As the representative who had requested that this item be included on the agenda was not present, the Committee felt it had insufficient information to consider it.
- b) 'No Horses' notice at entrance to Warren Recreation Ground – damage to posts. It was noted that the condition of these signs would be looked into by the Downskeepers.
- c) Condition of the Warren Wall and surrounding woodland. The Epsom Civic Society Representative informed the Committee that it had been reported to her that the Warren Wall and its surrounding woodland was in poor condition and required maintenance. The Streetcare Manager informed the meeting that the Wall was owned by Epsom Downs Racecourse. The Maintenance Downskeeper had visited the location and only identified one area of concern. It was noted that the issue would be further looked into and reported back if appropriate.

## 17 ITEMS FOR THE ATTENTION OF THE CONSERVATORS

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

*The meeting began at 6.00 pm and ended at 6.53 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 Meeting of the Committee held on 13 March 2017

### **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 12 a) and 15 a)**

- 1.1 No response has yet been received to the Head of Legal and Democratic Service's letter to the Horserace Betting Levy Board regarding this matter.

#### **2 Parking on land in front of the Derby Arms public house – public consultation – Minute 14 a)**

- 2.1 Officers are considering all the issues surrounding the car parking proposal, and will take the consultation forward in light of the outcome of further enquiries.

#### **3 Condition of hedge - Langley Vale horse margin – Minute 14 g)**

- 3.1 The Chairman raised the issue with Surrey County Council Highways Service, and the following response was received:

"I am aware of this location, the actual Bridle Path is a Right of Way and not actually maintained by the Local Highway Team.

That being said I know some of the history here, fence panels being installed and a hedge planted to grow through for some screening etc.

This is not considered a maintenance priority and I regret with the budgets we have been given this year this matter is considered very low priority in terms of safety and highway maintenance and it is unlikely we would be able to fund any work here this year."

#### **4 Use of the hatched area for hack riding – Minute 15 c)**

- 4.1 The hatched area was opened by the Training Grounds Management Board for hack riding in July.

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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>	None

### **REPORT SUMMARY**

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

## **1 Recent events on the Downs**

- 1.1 All events held recently on Epsom Downs have run very smoothly, with no issues. The Downskeeper team spoke to the organiser of an event held on 20 August who had blocked off bridleways for a running event. The organiser had also started setting up a little earlier than the agreed time.

## **2 Staff Training**

- 2.1 It is planned to arrange local training for the two new members of team within the next month. Local trainers will be approached to ask if they are willing to provide training to familiarise the new team members with what to expect from a race horse, how to leg up and also to build a relationship with the riding staff.

## **3 Hatched Area**

- 3.1 With The hatched area open, the team have had a number of issues regarding Hack riders not being aware of the area permitted to them. Riders have tended to start from the 9F (Mile Start) and use the whole length of the grass area beside the Wax Track. The marking of the area could be improved.

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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</u> (attached):	<u>Annexe 1</u> – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 19 April 2017 <u>Annexe 2</u> – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 17 July 2017
<u>Other available papers</u> (not attached):	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 19 April 2017 and 17 July 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 39**

- 2.1 The Conservators approved the events listed.

## **3 Revision of the Habitat Management Plan to include Epsom Golf Club – Minute 41**

- 3.1 The Conservators agreed a revised version of the Habitat Management Plan for Epsom and Walton Downs, to incorporate the Golf Club Habitat Management Plan which had been previously published as a separate document.

## **4 Minutes of the Epsom and Walton Downs Consultative Committee – Minute 42**

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

**5 Sign and pathways on Epsom Golf Course – Minutes 8 and 9**

5.1 The Conservators approved the applications detailed.



## Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 19 April 2017

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### PRESENT -

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

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

Absent: Councillor Lucie Dallen and Councillor Clive Woodbridge

Officers present: Kathryn Beldon (Clerk to the Conservators), Sam Beak (Downs Manager), Bob Harding (Head Downskeeper), Peter Howarth (Countryside Officer), Samantha Whitehead (Streetcare Manager) and Tim Richardson (Democratic Services Officer)

### 31 CLERK TO THE CONSERVATORS

The Conservators were informed that following the recent resignation of Mrs Frances Rutter as the Chief Executive of Epsom and Ewell Borough Council, the Council had appointed Mrs Kathryn Beldon as Chief Executive, and (pursuant to Section 9 (1) of the Epsom and Walton Downs Regulation Act 1984) Clerk to the Conservators. The Conservators welcomed Mrs Beldon to her new position.

### 32 TREASURER TO THE CONSERVATORS

The Conservators were informed that following the appointment of Mrs Kathryn Beldon as the Chief Executive of Epsom and Ewell Borough Council and Clerk to the Conservators, the Council had appointed Mr Lee Duffy as the Interim Treasurer to the Conservators.

### 33 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 18 January 2017 were agreed as a true record and signed by the Chairman.

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

The Conservators received a report providing an update on items considered by the Epsom and Walton Downs Training Grounds Management Board (TGMB). The report provided updates on the following matters: number of horses in training; Downskeeper recruitment; hack rider encroachment; Kempton Park Racecourse; the hatched area at the foot of Walton Downs; and the Vision for Epsom Downs.

It was noted that a leaflet regarding the TGMB's Vision for Epsom Downs had been circulated to all members of the Conservators, and provided to members of the public in attendance at the meeting.

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

The Conservators received a report providing an update on issues raised at previous meetings. The report provided updates on the following matters: the hack sand track at the foot of Walton Downs; public consultation on proposal for parking on land in front of the Derby Arms public house; and the public information meeting in Langley Vale on 22 March 2017.

With regard to these updates, the following matter was considered:

- a) Hack sand track, foot of Walton Downs. It was noted that the Head of Legal and Democratic Services had written to the Horse Race Betting Levy Board again setting out the Conservators' position regarding maintenance of the track, and that this letter had been sent recorded delivery. No response to the letter had yet been received.

**36 REPORT OF THE HEAD DOWNSKEEPER**

The Conservators received a report of the Head Downskeeper updating them upon recent issues and activities on the Downs.

The following matters were considered:

- a) Hack riding map and information event on the Downs for hack riders. The Chairman expressed thanks to the Hack Rider Representatives on the Epsom and Walton Downs Consultative Committee for their valuable offer of assistance in arranging an information event on the Downs for hack riders.
- b) Staffing. The Conservators were informed that a member of staff had been recruited to fill the position created by the recent resignation of a Downskeeper. This Downskeeper had previously worked as an agency staff member to cover sickness absence. Induction training had been provided, including a horse handling session, and more detailed training would now be arranged. A member of the Downskeeper team was

presently still on long term sick leave, and would be covered by agency staff.

**37 WORKS TO WATER PIPE OUTSIDE THE DOWNSKEEPERS' HUT**

The Downs Manager informed the Conservators that she had been notified of the need to undertake works to replace the water supply pipe to the Downskeepers' Hut. This proposal had been received on the day of the meeting and was necessary as the current pipe was leaking. Full details of the works required were not yet available, but a photograph identifying the location of the existing pipe, and proposed route of the new pipe was circulated at the meeting. The proposed works would take 7 days to complete, and would be undertaken outside of racehorse training hours.

The Conservators requested that full details of the proposed works be provided prior to approval being granted, including confirmation of the intended start date. The Downs Manager would provide these once they had been received, and it was noted that this was likely to be prior to the next meeting, on 14 June 2017. If this was the case, details of the proposed works would be emailed to all members of the Conservators to seek their opinion.

**38 POLICY TO REGULATE SMALL GROUP SESSIONS ON THE DOWNS**

The Conservators received a report proposing the introduction of a new policy to regulate the use of the Downs by small groups. The following matters were considered:

- a) Level of interest in use of the Downs by small groups. The Downs Manager informed the Conservators that over the past 6 months she had received a number of requests for permission to use the Downs for small group activities. These included both commercial operations (such as fitness groups/personal trainers) and charity/community groups. The Conservators' event strategy did not currently provide any guidance on the regulation of the use of the Downs by such groups.
- b) Impact of granting approval to small group use. The Conservators expressed concern that granting approval to the use of the Downs by small groups could lead to the proliferation of such activities, and negative impact on the condition of the Downs and use for other activities, such as race horse training. It was noted that the proposed policy would not permit any events during race horse training times, and that all applications would require the consent of the Conservators, to guard against proliferation. It also proposed that each applicant be limited to a maximum of 6 small group events on the downs per year.
- c) Difficulty in regulation of events. The Conservators were informed that some small group events were already informally held on the Downs, but were difficult to regulate, as they either used public rights of way over which the Conservators had little control, or could not be distinguished

from individual public use (permitted by the Epsom and Walton Downs Regulation Act 1984), due to their small size.

- d) Potential for policy to permit specific group use. The Conservators considered whether it would be possible to introduce a policy which only permitted a small number of specific small group activities, if they did not wish to approve the proposed policy. The Downs Manager advised the meeting that this would be very challenging to both define and implement.

Following consideration, the Conservators expressed the view that small group activities should not be permitted on the Downs due to their potential negative impact upon the condition of the Downs and existing activities. Accordingly, the Conservators:

- (1) Refused to approve the proposed policy to regulate small group sessions on the Downs.

### 39 PROPOSED EVENTS ON EPSOM DOWNS

The Conservators received a report providing details of event requests for the Downs.

The following matters were considered:

- a) Refusal of policy to regulate small groups. It was noted that in the Conservators' refusal of the policy to regulate small groups on the Downs (see Minute 38, above) they had expressed that they did not wish to approve the use of the Downs for such activities. The application for guided walking tours (included within this item) would therefore be refused.
- b) Concerns over impact of granting approval. The Conservators expressed concern that granting approval to the use of the Downs for events could have a negative impact on the condition of the Downs and their use for other activities, such as race horse training. This related to all events, but in particular to large events.
- c) Large events on the Downs. The Conservators expressed concern at the potential impact of large events on the Downs and requested clarification of the number of attendees involved. The Downs Manager informed the meeting that the number of participants stated in the Committee report included all entrants, organisers and observers for the event. The Race for Life event already approved by the Conservators to be held on the Downs in 2017 had been limited to 4,000 participants. The Conservators considered that only 1 large event should be permitted on the Downs each year, and that as the Cancer Research UK Race for Life had already been approved for 2017, the application for the Alzheimer's Society, Memory Walk on 24 September 2017 would therefore be refused.
- d) Limits on number of events. The Conservators were informed that the agreed Event Management Strategy for the Downs had limits on the

number of each category of event which could be held per year. It was noted that none of these limits had yet been reached. The Conservators requested that the level of these limits be reviewed at a future meeting.

- e) New event organisers using the Downs. The Conservators considered that event organisers who had not previously used the Downs should be restricted to 1 event in their initial application, to ensure that there were no issues with their usage or post-event clean-up.

Following consideration, the Conservators:

- (1) Decided to:
- **Approve** the Royal Pigeon Racing Association: Pigeon Racing Liberations on various Saturdays between May – September 2017
  - **Approve** the First Stride Events Ltd: 5km & 10km running races on Sunday 20 August
  - **Refuse** the First Stride Events Ltd: 5km & 10km running races on 18 June and 29 October 2017
  - **Refuse** the Guided Walking Tours on Sundays from 2 July – 13 August 2017
  - **Approve** the EDMAC Cloud Tramp on Saturday 5 August 2017
  - **Approve** the Omni Terrier Derby on Sunday 27 August 2017
  - **Refuse** the Alzheimer’s Society Memory Walk on Sunday 24 September 2017
  - **Approve** the Tadworth Athletics Club: Tadworth Ten on Sunday 7 January 2018
  - **Approve** the 79th Pioneer Run for Veteran Motorcycles on Sunday 18 March 2018
  - **Refuse** the Alzheimer’s Society Memory Walk on Sunday 23 September 2018
- (2) Noted the Calendar of Events for 2017/18, subject to the decisions on applications detailed above.
- (3) Noted the fees and charges to be applied to each event.
- (4) Requested officers to present a review of the limits placed on the maximum number of events permitted per year to a future meeting.

**40 SIGNS ON THE DOWNS AUDIT**

The Conservators received and noted a report presenting an audit of signs on the Downs, and expressed their thanks to officers for all their work to complete such an extensive analysis. It was noted that officers aimed to present a follow-up report before the end of the financial year to agree a schedule for replacing/repairing signs where necessary.

**41 REVISION OF THE HABITAT MANAGEMENT PLAN TO INCLUDE EPSOM GOLF CLUB SITE**

The Conservators received a report presenting the final version of the Habitat Management Plan for Epsom and Walton Downs and Epsom Golf Club 2015-20.

It was noted that a couple of small elements of the Habitat Management Plan were still outstanding, and would be added to it as soon as they were available. The Conservators expressed their thanks to officers and all contributors, for their work to complete the Plan.

Following consideration, the Conservators:

- (1) Noted the amendments made to the Habitat Management Plan, which now included an updated version of the Epsom Golf Club Plan.
- (2) Approved the final version of the Plan and adopted the Management Recommendations set out for the next 3 years.

**42 MINUTES OF THE EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE**

The Conservators received a report providing the Minutes of the meeting of the Epsom and Walton Downs Consultative Committee held on 13 March 2017. It was noted that the Chairman had contacted Surrey County Council with regard to the condition of the hedge adjacent to the horse margin running from Langley Vale Farm to Shepherds Walk and was awaiting a response.

**43 OUTSTANDING REFERENCES**

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

**44 VOTE OF THANKS**

The Conservators expressed their thanks to the Chairman for her work on their behalf over the past year.

The Chairman thanked the Conservators and officers for their work throughout the year.

*The meeting began at 6.00 pm and ended at 7.25 pm*

COUNCILLOR LIZ FROST (CHAIRMAN)

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## Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS held on 17 July 2017

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### PRESENT -

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

#### In Attendance:

Absent: Councillor Robert Foote and Nigel Whybrow (Epsom Downs Racecourse)

Officers present: Kathryn Beldon (Chief Executive), Brian Thompson (Interim Head of Financial Services), Richard Appiah-Ampofo (Accountant), Bob Harding (Head Downskeeper), Samantha Whitehead (Streetcare Manager) and Tim Richardson (Democratic Services Officer)

#### 1 APPOINTMENT OF CHAIRMAN

It was resolved that Councillor Liz Frost be appointed Chairman of the Conservators to hold office until the first meeting of the Conservators held after the Annual Meeting of the Borough Council in May 2018.

#### 2 APPOINTMENT OF VICE-CHAIRMAN

It was resolved that Mr Simon Durrant be appointed Vice-Chairman of the Conservators to hold office until the first meeting of the Conservators held after the Annual Meeting of the Borough Council in May 2018.

#### 3 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 19 April 2017 were agreed as a true record and signed by the Chairman.

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

The Conservators received a report providing an update on items considered by the Epsom and Walton Downs Training Grounds Management Board (TGMB). The report provided updates on the following matters: Heras fencing alongside the Derby gypsy and travellers site; the Queens Stand equestrian crossing;

Epsom Downs improvement plan and horse numbers training on Epsom and Walton Downs.

The following additional matter was noted:

- a) **Hatched area, foot of Walton Downs – use for hack riding.** The Chairman informed the Conservators that the TGMB had agreed to open the hatched area at the foot of Walton Downs for use by hack riders after 12 noon, and that it was now available for use. The use and condition of the area would be monitored by the TGMB to inform its decisions on whether it could continue to permit hack riding there.

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

The Conservators received a report providing an update on issues raised at previous meetings. The report provided updates on the following matters: the hack sand track at the foot of Walton Downs; public consultation on the proposal for parking on land in front of the Derby Arms Public House; and works to the water main near the Downskeepers' Hut.

The following matters were considered:

- a) **Public consultation on proposal for parking on land in front of the Derby Arms Public House.** Following a question from a member of the Conservators, the Chairman informed the meeting that officers were assessing the background issues relating to this matter. There had been a delay in completing that work, but once it had been completed the consultation would be initiated.
- b) **Works to water main near the Downskeepers' Hut.** Following a question from a member of the Conservators, it was noted that the works to this piping only affected the Downskeepers' Hut. It did not affect supplies to the Racecourse or other facilities.

**6 FINAL ACCOUNTS 2016/17**

The Conservators received a report providing the final accounts for the financial year 2016/17.

The Conservators were informed that the accounts had been successfully closed within the required deadline, and had been reviewed and approved by the Council's internal auditor.

Expenditure exceeded income by £3,443, leading to a reduction in the working balance of the same amount. Net expenditure for the year had been £1,713 above the original budget. A working balance of £52,816 had been carried forward to the 2017/18 financial year, in addition to a repairs and renewals fund of £35,860.

The following matters were considered:

- a) **Interim Head of Financial Services' opinion.** The interim Head of Financial Services informed the Conservators that the position of their account was very positive, given the level of the working balance and repairs and renewals fund.
- b) **Vandalism of public conveniences.** The Conservators were informed that expenditure relating to repairs of the Tattenham Corner public conveniences had been incurred due to vandalism shortly prior to the Derby Festival.
- c) **General office expenses.** It was noted that officers would monitor expenditure for general office expenses on a quarterly basis.

Following consideration of the report, the Conservators:

- (1) Received the final accounts for 2016/17, subject to external audit.
- (2) Accepted the Statement of Accounts and the Annual Governance Statement as set out in sections 1 and 2 of Annexe 3 to the report.
- (3) Confirmed that the arrangements for internal audit as set out in the report are effective for auditing purposes.
- (4) Agreed that the Chairman and Clerk be authorised to sign the Statement of Annual Return on behalf of the Conservators.

## 7 REPORT OF THE HEAD DOWNSKEEPER

The Conservators received a report of the Head Downskeeper updating them upon recent issues and activities on the Downs.

The following matters were considered:

- a) **Staffing.** The Conservators noted that temporary cover for the member of staff on long-term absence was now in place.
- b) **Derby festival.** The Conservators were informed that the set-up and post-event clear up for this year's Derby festival had gone well.
- c) **Networking for Downskeepers and racehorse trainers.** It was noted that meetings between downskeepers and racehorse trainers would be arranged to provide the opportunity to further strengthen their working relationships, and discuss any issues which had arisen.

## 8 PROPOSAL FOR SIGN TO BE LOCATED AT THE ENTRANCE TO THE 1ST TEE ON EPSOM GOLF COURSE

The Conservators received a report presenting a request from Epsom Golf Club for permission to install a new sign at the entrance to the 1<sup>st</sup> Tee on the Golf Course.

Following consideration, the Conservators:

- (1) Granted permission to the proposal from Epsom Golf Club for a new sign to be installed at the entrance to the 1<sup>st</sup> Tee on the Golf Course, in accordance with Byelaw 2 (i) (a).

## 9 PROPOSAL FOR EXTENSIONS TO PATHWAYS ON THE GOLF COURSE

The Conservators received a report requesting permission for Epsom Golf Club to carry out pathway extensions on the golf course.

The following matter was considered:

- a) **Surface material for pathways.** The Streetcare Manager informed the Conservators that the surface material proposed for the pathways had been identified by the Golf Club in consultation with the Borough Council's planning department. Alternative surface materials had been trialled, but were unfortunately not suitable for the locations identified.

Following consideration, the Conservators:

- (1) Agreed in principle to the proposal from the Golf Club to join up two existing pathways across the 7th fairway, subject to obtaining the necessary planning permission.
- (2) Agreed in principle to the proposal to extend the pathway from 8th hole to the 13th tee, subject to obtaining the necessary planning permission.

## 10 OUTSTANDING REFERENCES

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

The following matter was noted:

**Date of Downs Tour.** It was noted that officers would identify a suitable date for this year's Downs Tour and inform members of the Conservators following the meeting.

## 11 HACK SAND TRACK, FOOT OF WALTON DOWNS - FUTURE OF HORSE RACE BETTING LEVY BOARD

The Conservators noted that an earlier item on the agenda had reported that no response to the letters sent to the Horse Race Betting Levy Board (with regard to the condition of the hack sand track at the foot of Walton Downs) had been received.

Andrew Cooper informed the meeting that it was likely that the Horse Race Betting Levy Board would cease to exist within the next 2 years, and that its role and responsibilities would be held by a different authority. The Conservators noted that this would potentially have implications for the management of the

sand track, and representation at meetings of the Conservators by the member appointed by the Horse Race Betting Levy Board.

*The meeting began at 6.00 pm and ended at 6.26 pm*

COUNCILLOR LIZ FROST (CHAIRMAN)

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