

# Public Document Pack

## **NONSUCH PARK JOINT MANAGEMENT COMMITTEE**

**Monday 26 June 2017 at 10.00 am**

**Nonsuch Mansion House**

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 Mary Burstow, London Borough of Sutton (Chairman)

Councillor Richard Broadbent, London Borough of Sutton

Councillor Alex Clarke, Epsom & Ewell Borough Council

Councillor Graham Dudley, Epsom & Ewell Borough Council

Councillor David Hicks, London Borough of Sutton

Councillor Mike Teasdale, Epsom & Ewell Borough Council

Yours sincerely



Clerk to the Committee

For further information, please contact Sandra Dessent, tel: 01372 732121 or email: [sdessent@epsom-ewell.gov.uk](mailto:sdessent@epsom-ewell.gov.uk)

## **AGENDA**

### **1. ADJOURNMENT FOR PUBLIC SPEAKING (IF REQUIRED)**

**Prior to commencement of the meeting a period of 15 minutes will be put aside to allow members of the public who have pre-registered to do so, the opportunity to ask questions.**

**For further details, contact Fiona Cotter, Democratic Services Manager, on 01372 732000.**

### **2. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 12)**

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 24 April 2017 (attached) and to authorise the Chairman to sign them.

### **3. DECLARATIONS OF INTEREST**

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

### **4. FINAL ACCOUNTS 2016-17 AND BUDGET 2017-18 UPDATE (Pages 13 - 24)**

This item comprises of a report on the Joint Management Committee final accounts for the financial year 2016/2017 and a budget update for 2017/2018.

### **5. MAINTENANCE PLAN UPDATE JUNE 2017 (Pages 25 - 34)**

This report provides an update on the priority works for 2017 and seeks the Committee's approval to proceed with urgent health and safety works.

### **6. NONSUCH PARK AND THE GREEN BELT (Pages 35 - 52)**

This report summarises the position of Nonsuch Park in respect of "Green Belt" status, in light of the recent Green Belt Study undertaken on behalf of Epsom & Ewell Borough Council.

### **7. PROGRESS REPORT (Pages 53 - 56)**

A report to update the Joint Management Committee on the progress of matters considered previously and the activities of the Volunteer Groups.

### **8. EVENTS IN THE PARK (Pages 57 - 60)**

To note the current events calendar for 2017.

**9. EXCLUSION OF PRESS AND PUBLIC**

The Committee is asked to consider whether it wishes to pass a resolution to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972 on the grounds that the business involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended) and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**10. MINUTES OF THE PREVIOUS MEETING - PROGRESS REPORT ON ITEMS EXEMPT FROM PUBLICATION (Pages 61 - 62)**

The Committee is asked to confirm as a true record the restricted Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 24 April 2017.

These Minutes from the meeting of the Nonsuch Joint Management Committee held on 24 April 2017 have not been published because the meeting was closed to the press and public on the grounds that the nature of the business to be transacted/nature of the proceedings dealt with information which could identify individuals and relating to the financial or business affairs of the Joint Management Committee and a third party and information in respect of which legal privilege could be maintained in legal proceedings.

**11. PROGRESS REPORT ON CONFIDENTIAL ITEMS EXEMPT FROM PUBLICATION - JUNE 2017**

Report to follow.

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## Minutes of the Meeting of the NONSUCH PARK JOINT MANAGEMENT COMMITTEE held on 24 April 2017

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### PRESENT -

Councillor Mary Burstow (London Borough of Sutton) (Chairman); ; Councillor Richard Broadbent (London Borough of Sutton), Councillor Alex Clarke (Epsom & Ewell Borough Council), Councillor Graham Dudley (Epsom & Ewell Borough Council) and Councillor Mike Teasdale (Epsom & Ewell Borough Council).

In Attendance: Paul Airey (Nonsuch Voles), Gerald Smith (Friends of Nonsuch) and Frances Wright (Nonsuch Watch)

Absent: Councillor David Hicks (London Borough of Sutton)

Officers present: Kathryn Beldon (Chief Executive), Mark Shephard (Head of Property), Dominic Aslangul (Parks Manager, London Borough of Sutton), Stewart Cocker (Countryside Manager), Peter Steel (Head Gardener), Brian Thompson (Interim Head of Financial Services), Samantha Whitehead (Streetcare Manager) and Sandra Dessent (Democratic Services Officer)

### 109 ADJOURNMENT FOR PUBLIC SPEAKING (IF REQUIRED)

Mr. Pinchbeck of Parkrun addressed the Committee. He provided an update of the organisation's activities in Nonsuch Park as follows:

- Following reports of parking issues in the car park and on the verges surrounding the Avenue car park, Parkrun marshals had been deployed to ensure that drivers were aware of parking policies. Mr. Pinchbeck assured the Committee that car parking regulations were always stressed at meeting/events and that they were continually seeking to recruit more volunteer marshals.
- Parkrun had now switched to the summer courses which were proving to be very popular.
- The next 'Golden Rod Day' (part of the Meadow Project) was scheduled for 24 June. Parkrun were hoping to build on the success of the previous year where volunteers carried out 180 hours of work clearing the meadow.
- A recent charity quiz night had raised £300 in aid of Alzheimers.

- A consultation paper on preserving the free use of public parks had been published by the Department for Communities and Local Government, which focused on the activities of Parkrun. Mr. Pinchbeck encouraged all members to read the document and take part in the consultation.
- The junior Parkrun had been particularly successful and in just over a year 64 events had been held, involving 1,400 4-14 year olds, and a recent event saw 199 juniors taking part.
- Mr. Pinchbeck extended the invitation to all the Committee members to take part in the running events or to join the bank of up to 50 volunteers.

The Chairman of the Committee on behalf of all the members thanked Mr. Pinchbeck for Parkrun's diligence in marshalling the car parks and congratulated him on the success of their events, especially the junior events which so positively impacted the health and fitness of young people.

#### **110 CLERK TO THE NONSUCH JOINT MANAGEMENT COMMITTEE**

The Chairman welcomed and introduced the newly appointed Chief Executive of Epsom and Ewell Borough Council and Clerk of the Nonsuch Park Joint Management Committee, Mrs. Kathryn Beldon.

#### **111 TREASURER TO THE NONSUCH PARK JOINT MANAGEMENT COMMITTEE**

The Chairman informed the Committee of the appointment of an Interim Treasurer to the Nonsuch Park Joint Management Committee, Mr. Lee Duffy.

#### **112 DECLARATIONS OF INTEREST**

No declarations of interest were made by Councillors in items on this agenda.

#### **113 MINUTES**

The Minutes of the Meeting of the Nonsuch Park Joint Management Committee held on 30 January 2017 were agreed as a true record and signed by the Chairman.

#### **114 RESTORATION OF THE ROUND POND**

The Committee received a report detailing a proposal to fence off and gate the Round Pond and converting the Sparrow Farm picnic area into a dog socialisation area which would include a dog friendly pond. In November 2016 the Committee had agreed to the removal of some tree cover and vegetation on the south side of the pond which had provided much needed light to the pond. In order to give an indication of the water quality the Nonsuch Voles had carried out water quality tests and concluded that there were indications of significant pollution and likely contributing factors were dog faeces and leaf litter. Following these findings, approval was now being sought for the next stage of the

restoration ie; fencing off of the pond and creating a new area for dogs thus allowing the pond time to recover.

Stewart Cocker, Countryside Manager for Epsom & Ewell addressed the Committee to talk about a similar project that had taken place in Horton Country Park. A pond which had been thriving in the late 90's and had been used by many dogs, experienced a steep decline in quality until it was fenced off in 2014. The condition of the pond had improved dramatically in a short amount of time, and was now completely restored to its former glory. Stewart commented that members of the public had been extremely supportive of the scheme and estimated that 90% of the people effected by the fencing off of the pond had adhered to the request to keep dogs out of the area.

The Committee was assured that if there were any plans to remove/relocate large areas of trees or vegetation, relevant specialists would be consulted. Members noted that there would be a gate in the fence to allow access for maintenance but that it would initially stay locked to the public. It was further noted that the creation of a pond in the new dog socialisation area would likely benefit the drainage in the area which was not often used due to being waterlogged the majority of time.

Having considered the proposals, the Committee agreed to the following recommendations:

- (1) To grant permission for the Lower Mole Project to bid for funds to fence off and gate the Round Pond, and if successful to commence works during summer 2017.
- (2) To convert the Sparrow Farm picnic area to a dog socialisation area.
- (3) To construct a small, dog friendly area to a dog socialisation area.

In addition, the following recommendations were proposed and agreed:

- (4) An annual report in April to come before the Nonsuch Park Joint Management Committee with an update on the progress of the project for both the Round Pond area and the dog socialisation area
- (5) A review of the project to be undertaken after five years to assess the success of the scheme.

## 115 MATTERS ARISING FROM PREVIOUS MEETINGS & OTHER ITEMS OF INTEREST

### Marking out boundaries of the Old Palace

Councillor Mike Teasdale outlined the progress to date as follows:

- It had been suggested that the rubble from the original palace stored in the basement could be used with a mixture of chalk to mark out the

boundary of the original palace. The Museum of London, who own the rubble had been approached with the proposal to use only the small pieces of stone that they were willing to give up. It was agreed that a Committee representative would write to Professor Biddle who was involved with the original project in 1959 to mark the stones, to inform him of the proposals and reassure him that no pieces of stone would be destroyed or crushed to use in the project.

- The cost of constructing the boundary markings was also being investigated, however it was not possible to obtain any quotes until the materials to be used had been confirmed. The Committee noted the progress to date, and it was agreed that a report detailing the options for construction and the estimated costs would be provided at the next Joint Management Committee meeting.

#### Linking with Historical Palaces

The Committee was informed that a response had been received to a letter of enquiry advising that as the original palace was no longer standing the current site/buildings could not demonstrate a relevant connection with its former 'royal use' required to fit in with the charity's main cause 'to help everyone explore the story of how monarchs and people have shaped society in some of the greatest palaces ever built.'

#### Children's Play Area in the Dog Free Zone

The Committee noted the progress to date, and it was agreed that in order to consider the project further, a report would have to be submitted detailing the equipment costs and options (with supporting literature), maintenance costs and project timetable, bearing in mind that planning permission would have to be granted prior to commencement. It was also suggested that naturalistic equipment would be more suited to the park environment and that a park adjacent to Vauxhall Bridge was a good example.

Assurance of the demand for a children's play area was given and supported by the 2014 Nonsuch Park visitor survey that placed this type of project at the top of the list of requests.

#### Flying Drones in Nonsuch Park

Due to a growing concern regarding the use of drones in Nonsuch Park, the Committee was asked to consider the displaying of posters on the park notice boards outlining people's responsibilities when using drones in public places. The Committee was informed that the existing byelaws governing Nonsuch Park did not cover the use of drones and officers were seeking legal advice regarding the viability in terms of cost and timescales of banning the drones.

Members discussed the implications of displaying the drone code. Councillors voted and agreed to put up posters on the noticeboard whilst continuing to investigate a long term solution. An update will be provided at the next meeting.



### Sponsorship Proposal

The Committee was informed that with the Chairman's and Clerk's approval officers were currently in discussion with a company called Agriframes about a sponsorship proposal. It was explained that Agriframes were the suppliers and manufacturers of the metal Rose Arbour in the Formal Gardens, which was purchased some years ago for the benefit of the Park by the Friends of Nonsuch. The Company were keen to use photographs in their advertising literature and display a small plaque in exchange for £3,000 worth of products from their catalogue and a 25% discount on future purchases for the duration of the agreement.

It was noted that an agreement had been drawn up by Epsom & Ewell's legal team was currently with Agriframes to sign.

### South and South East in Bloom

The Committee noted that officers and Nonsuch Voles were keen to progress with this year's entries following a meeting with Peter Holman who had given good advice on how to prepare for this year's judging. It had been decided to enter more than one category to reflect all aspects of the Park and the contribution of its thriving volunteer community.

### Epsom & Ewell Green Belt Study

Councillor Graham Dudley informed the Committee that Epsom & Ewell had recently published a study of their green belt and four sites had been highlighted for consideration to be included in the green belt, one of which was Nonsuch Park. A public consultation would be taking place and the Councillor Dudley had requested that the Nonsuch Park Joint Management Committee be a named consultee. It was agreed that members would be notified of the timetable for consultation to ensure that they had a chance to comment prior to any decision being made. It was noted that the study was available to view on the Epsom & Ewell website.

### Vandalism in the Park

It was noted with regret that vandalism in the park was on the increase and Nonsuch Voles gave several examples of recent incidents. It was agreed that the Committee would receive a full report at the next meeting and a police representative would be invited to attend.

## **116**    **PROGRESS REPORT - APRIL 2017**

### Update from Nonsuch Watch

Frances Wright from Nonsuch Watch briefed the Committee on a report from the University of Exeter and the BTO regarding the health benefits of birdwatching not just as a hobby but also being around them. It was noted that unfortunately in Nonsuch Park some species of birds had declined and she hoped that

requirements of those which need each kind of habitat would be taken in account.

Bill Downey of Butterfly Conservation has submitted a list of butterflies seen on the surveys done in the main park last year. The main triumph was finding the White Letter Hairstreak in the park, the previous sighting had been in 1997. It was a rare species and its presence was due to the remaining stands of Elm and the Wych Elm trees.

Sometime during this year a biologist, Dr. June Chatfield was intending to have a close look at the lichens in the park, which were good indicators of air quality.

#### Update from Nonsuch Voles

It was noted that the Nonsuch Voles continued to be extremely busy and active in and around the Park as borne out in their extensive report which detailed some of the activities undertaken during the period January to end of March, which clocked up 973 volunteer hours.

The Chairman expressed thanks on behalf of the Committee for all the hard work and efforts of the Nonsuch Voles.

In addition Paul Airey, Chair of Nonsuch Voles reported that the planning application for the Shelter had been submitted. They also gave an update on damage to plants and brickwork due to vandalism.

#### Update from Friends of Nonsuch

Gerald Smith of Friends of Nonsuch circulated photographs of the unveiling of the new seat in the formal gardens which was attended by the Farmer family who donated the seat to commemorate their relatives, brothers Charles and Harry Farmer, soldiers who lost their lives in the First World War.

#### Surrey County Council Members' Allocation Fund

The Committee was pleased to receive details of the successful bid for notice boards, bird boxes hazel sapling and yew shrubs and expressed thanks to Councillor John Beckett for his support.

It was agreed that Samantha Whitehead and Councillor Graham Dudley would liaise regarding the arrangements for a press event to highlight the new dementia friendly signs.

### **117 EVENTS IN THE PARK**

The Committee noted the updated Events Calendar including the two new events booked by St. Raphael's for Saturday 6 May (Sunflower walk) and music in the park on Thursday 6 July.

**118 EXCLUSION OF PRESS AND PUBLIC**

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

**119 MINUTES OF THE PREVIOUS MEETING - PROGRESS REPORT ON ITEMS EXEMPT FROM PUBLICATION**

The Minutes from the meeting of the Nonsuch Park Joint Management Committee held on the 30 January 2017 have not been published because the meeting was closed to the press and public on the grounds that the nature of the business to be transacted/nature of the proceedings dealt with information relating to the financial or business affairs of any particular person (including the authority holding that information).

**120 PROGRESS REPORT ON CONFIDENTIAL ITEMS EXEMPT FROM PUBLICATION - APRIL 2017**

The Committee agreed a way forward as set out in the Minutes

Note: The details are considered officially sensitive at this time and the Minute for this item will be exempt from publication

**121 VOTE OF THANKS**

Councillor Mike Teasdale on behalf of the Committee thanked the Chairman, Councillor Mary Burstow for all her hard work and support during the year.

*The meeting began at 10.10 am and ended at 12.05 pm*

COUNCILLOR MARY BURSTOW (CHAIRMAN)

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**FINAL ACCOUNTS 2016/17**

|   |  |
|---|--|
| <u>Report of the:</u>                         | Treasurer to the Joint Management Committee  |
| <u>Contact:</u>                               | Lee Duffy  |
| <u>Annexes/Appendices (attached):</u>         | Annexe 1: 2016/17 Accounts & Budget 2017/18 Update<br>Annexe 2: Financial Statements 2016/17 |
| <u>Other available papers (not attached):</u> | Final Account Working Papers   |

**REPORT SUMMARY**

**This item comprises a report on the Joint Management Committee's final accounts for the financial year 2016/17 and the financial statements as at 31 March 2017. An update on the 2017/18 budget is also provided.**

**RECOMMENDATIONS**

*Notes*

**That the final accounts for 2016/17 be received.**

**That the revised changes to the 2017/18 budget be approved**

**1 Introduction**

1.1 The accounts for the year ended 31 March 2017 are attached at Annexe 1. The Annexe shows income and expenditure for the year compared to the original budget and latest forecast that was contained in the 2017/18 budget report.

1.2 The financial statements for 2016/17 are attached at Annexe 2.

**2 Accounts for 2016/17**

2.1 In overall terms, there was a surplus of income over expenditure which has generated a surplus of £19,515 which will be transferred to the working balance.

2.2 This surplus of £19,515 arose from variances against budget for both income and expenditure items relating to Nonsuch. The following paragraphs provide commentary explaining the key variances that make up the net surplus.

- 2.3 Gross expenditure at £345,521 was £31,073 less than budgeted for the following main reasons:-
- 2.3.1 No expenditure was incurred during the year against a budget of £6,600 for Living Woodland expenses. However, any expenditure was budgeted to be fully funded from matching grant income; for 2016/17 no grant funding was received.
- 2.3.2 A £4,111 underspend on the purchase of Memorials.
- 2.3.3 A £12,563 underspend on commercial tenanted insurance for Nonsuch Mansion House as this is to be recovered fully from Bovingdons Catering Ltd, as per the service charge agreement. This was not incorporated into the 2016/17 budget at the time of its approval, this is also to be backdated for 2015/16.
- 2.3.4 A £5,000 provision for LB Sutton management charges was not drawn upon, creating an underspend.
- 2.3.5 A £2,996 underspend resulted on petrol and diesel oil.
- 2.3.6 A £2,723 underspend on operational equipment and tools for repairs and maintenance.
- 2.3.7 Despite there being no expenditure on asbestos surveys, this budget is still needed because it's a yearly requirement. As the surveys are overdue for 2016-17, the costs will be doubled in the 2017-18 year.
- 2.4 There were also a number of overspends for the year which can be summarised as follows: on building and maintenance works, totalling £7,650 above budget for Mansion House and Nonsuch Grounds. The car park works, totalling £67,244, consumed much of these original budgets. This variance had been reduced by a £6,394 virement from the Nonsuch reserve budget, as agreed at the 21<sup>st</sup> November 2016 Joint Management Committee, to part-fund urgent health and safety works: replacement windows at Sparrow farm lodge, two windows at Castlemain lodge and five yearly electrical tests to Nonsuch Mansion and the Tractor shed.
- 2.5 Income excluding precepts, was £166,235 and £3,715 less than budget for the following reasons:
- 2.5.1 As mentioned in 2.2.1, there was no grant income for Living Woodland expenses.
- 2.5.2 The rental income from the flats fell short by £9,480 as one of the flats remains vacant.
- 2.5.3 Memorial receipts income was £3,021 below budget.
- 2.6 However, there were some additional income streams above budget that assisted the net shortfall in income detailed in 2.5:

- 2.6.1 A £5,000 contribution from Bovingdons Catering Ltd for structural costs, as per the contract.
- 2.6.2 Classic Events paid us £5,000 for hire charges which was not expected to occur at the time of budgeting.
- 2.6.3 The rental income from Nursery Lodge was above budget at £11,063 and following a rent review on 25<sup>th</sup> November 2017 the rent will be £14,750 p.a. moving forward.

### 3 Nonsuch Working Balances

- 3.1 The balances brought forward for 2016-17 were £123,585.
- 3.2 As part of the review of the 2016-17 accounts it has come to light that a correction was required to the balance brought forward figure of £123,585 due to an accounting record change. This has resulted in the balance brought forward being reduced by £8,813 as detailed in 3.4 below. This has to be corrected for 2016-17.
- 3.3 Combined with the surplus for 2016-17 as detailed in 2.1, this gives a revised working balance carried forward figure for 2016-17 of £134,287.
- 3.4 This is broken down as follows:

|                            |                 |
|----------------------------|-----------------|
| Balance b/f 1/4/16         | £123,585        |
| Correcting adjustment      | - <u>£8,813</u> |
| Revised balance b/f 1/4/16 | £114,772        |
| Surplus for 2016-17        | £19,515         |
| Balance c/f 31/3/17        | <u>£134,287</u> |

### 4 Repairs and Renewals Fund

- 4.1 The balance on the fund was £16,486 at 31 March 2017 calculated as follows:-

|                           |                      |
|---------------------------|----------------------|
|                           | £                    |
| Balance b/f 1 April 2016  | 16,312               |
| Interest on balance       | 166                  |
| Balance c/f 31 March 2017 | <u><u>16,486</u></u> |

## 5 Revised budget 2017-18

5.1 As reported at the last Committee Meeting on 30/01/2017 and following investigation of some of the variances identified in the closing of accounts process for 2016-17, it is recommended that the 2017-18 budget is adjusted to bring this into line with the actual spending and income patterns likely to be incurred in 2017-18.

5.2 As a result of this exercise the following budget adjustments are recommended to the Committee for its revised budget for 2017-18.

5.3 The key changes are:

Petrol, diesel and oil budget has been reduced to £1,500

The equipment operational equipment budget has been reduced to £1,000

The purchase of Memorials' budget has been reduced to £3,000

The building and maintenance budget increased by £6,000

The commercial tenanted insurance budget has been reduced to £1,100 (as this is now paid for almost entirely by Bovingdons Catering Ltd). The £1,100 provides for insurance cover for Flat 1 that they lease.

The grounds/Memorial income budget has reduced to £3,500

The service charge income budget has been increased to £5,000 (contribution from Bovingdons Catering Ltd to structural repairs at Nonsuch Mansion – effective from 2016/17).

The hire charges income budget has been increased to £6,000

The Nursery Lodge income budget has been increased to £14,750 due to a rent review on 25<sup>th</sup> November 2017 which extends to future years

5.4 As a result of this exercise the following budget adjustments are recommended to the Committee for its revised budget for 2017-18. The net result of these changes means that there will now be a projected contribution to working balances of £16,815 for 2017-18. The Committee should also note that a budget of £15,000 may be required in 2016-17 for the consultancy fees if the National Heritage Lottery fund bid is to go ahead and therefore the Committee may wish to earmark this surplus for that purpose.

## 6 Financial Implications

6.1 The working balance stood at £134,287 as at 31 March 2016 (£123,585 reported at 31 March 2016 – corrected to £114,772. See paragraph 3.4).



- 6.2 The summary income and expenditure account and balance sheet is attached at Annexe 2.
- 6.3 The main debtor is Epsom and Ewell Borough Council who hold the working balance and the renewals fund reserve. The Council credits interest on these sums on the average return on the Council's investments.

## **7 Internal Audit**

- 7.1 Nonsuch Park Joint Management does not require an internal Audit for 2016/17.

## **8 Conclusions**

- 8.1 The JMC's working balance of £134,287 is considered above the minimum threshold to be deemed adequate for this purpose (this would be approximately £40,000 at 9% of gross expenditure).
- 8.2 The current financial position and any budget implications has been covered in previous financial reports to the Committee and the proposed revised budget for Nonsuch Joint Management Committee is contained within this report.
- 8.3 Nonsuch Joint Management Committee agreed at the November 2016 meeting to allocate £15,000 from the revenue budget to appoint consultants to support the completion and submission of the HLF bid application and the overall 2017-18 budget allows for this purpose (see paragraph 5.4).

**WARD(S) AFFECTED: Nonsuch Ward; (EEBC)**

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## NONSUCH PARK JMC - 2016-17

|   | 2015/16<br>Actual | 2016/17<br>Budget | 2016/17<br>Actual | 2016/17<br>Variance | Forecast at<br>30/01/16 | 2017/18<br>Estimate | 2017/18<br>Proposed<br>Estimate |
|---|-------------------|-------------------|-------------------|---------------------|-------------------------|---------------------|---------------------------------|
|   | £                 | £                 | £                 |                     |                         | £                   | £                               |
| <b>Expenditure</b>                        |                   |                   |                   |                     |                         |                     |                                 |
| <b>Grounds</b>                            |                   |                   |                   |                     |                         |                     |                                 |
| Kier Engineer and fabric                  | 3,782             | 3,800             | 3,863             | - 63                | 3,840                   | 3,800               | 3,800                           |
| NJMC Grounds/Building and M&E maintenance | 503               | -                 | 2,743             | - 2,743             | 738                     | 800                 | 800                             |
| Asbestos Surveys                          | 1,065             | 1,070             | -                 | 1,070               | 1,070                   | 1,070               | 1,070                           |
| Electricity                               | 672               | 1,000             | 600               | 400                 | 800                     | 1,000               | 600                             |
| Gas                                       | 734               | 1,200             | 1,816             | - 616               | 1,000                   | 1,200               | 1,200                           |
| Council Tax                               | 3,494             | 3,600             | 3,620             | - 20                | 3,620                   | 3,600               | 3,600                           |
| Water charges - metered                   | 745               | 1,100             | 1,516             | - 416               | 800                     | 1,100               | 1,500                           |
| Maintenance of grounds                    | 401               | 800               | 369               | 431                 | 800                     | 800                 | 400                             |
| Plants Seeds and fertiliser               | 401               | 500               | -                 | 500                 | 500                     | 500                 | 500                             |
| Emptying dog bins                         | 3,200             | 3,200             | 3,200             | -                   | 3,200                   | 3,200               | 3,200                           |
| Maintenance of roads                      | 14,838            | 15,000            | 14,880            | 120                 | 15,000                  | 15,000              | 15,000                          |
| Living woodland expenses                  | -                 | 6,600             | -                 | 6,600               | -                       | -                   | -                               |
| TM contract scheduled works recharges     | 6,983             | 12,300            | 11,374            | 926                 | 9,000                   | 12,300              | 12,300                          |
| NJMC Grounds/Backlog maintenance cost     | -                 | -                 | -                 | -                   | -                       | -                   | -                               |
| Petrol diesel & oil                       | 829               | 3,800             | 804               | 2,996               | 1,500                   | 3,500               | 1,500                           |
| Purchase of plants                        | 3,848             | 4,000             | 4,000             | -                   | 3,500                   | 4,000               | 4,000                           |
| Transport insurance                       | 1,200             | 1,400             | 1,400             | -                   | 1,400                   | 1,400               | 1,400                           |
| OP. equipment & tools : R & M             | 800               | 3,000             | 277               | 2,723               | 1,000                   | 2,200               | 1,000                           |
| Hire of Bins                              | 3,443             | 3,500             | 3,649             | - 149               | 3,649                   | 3,650               | 3,800                           |
| Purchase of memorials                     | 2,533             | 6,000             | 1,889             | 4,111               | 3,000                   | 6,000               | 3,000                           |
| Habitat management plan                   | - 4,000           | -                 | -                 | -                   | -                       | -                   | -                               |
| General office expenses                   |                   |                   | 119               | - 119               |                         |                     |                                 |
| Commercial tenanted prop                  | 708               | 700               | 580               | 120                 | 700                     | 700                 | 700                             |
| Transport fleet SLA NJMC                  | 22,000            | 22,000            | 22,000            | -                   | 22,440                  | 22,000              | 22,000                          |
| Insurance recharges                       | 1,892             | 1,900             | 1,995             | - 95                | 1,995                   | 1,900               | 1,900                           |
| <b>Sub-Total</b>                          | <b>70,073</b>     | <b>96,470</b>     | <b>80,692</b>     | <b>15,778</b>       | <b>79,552</b>           | <b>89,720</b>       | <b>83,270</b>                   |

|                                       | 2015/16<br>Actual | 2016/17<br>Budget | 2016/17<br>Actual | 2016/17<br>Variance | Forecast at<br>30/01/16 | 2017/18<br>Estimate | 2017/18<br>Proposed<br>Estimate |
|---------------------------------------|-------------------|-------------------|-------------------|---------------------|-------------------------|---------------------|---------------------------------|
| <b>Mansion House</b>                  |                   |                   |                   |                     |                         |                     |                                 |
| Backlog maintenance costs             | -                 |                   |                   |                     | -                       |                     |                                 |
| Vandalism repairs                     | 142               | -                 | -                 | -                   | -                       | -                   | -                               |
| Asbestos Surveys                      | 426               | 430               |                   | 430                 | 430                     | 430                 | 430                             |
| Kier Engineer and fabric              | 10,508            | 10,500            | 10,674            | 174                 | 10,620                  | 10,500              | 10,500                          |
| Building and M&E maintenance works    | 26,191            | 76,394            | 81,301            | 4,907               | 80,000                  | 70,000              | 76,000                          |
| Building and M&E mainten/Flat 3       | 23,445            | -                 | -                 | -                   | -                       | -                   | -                               |
| Building and M&E mainten/Tractor Shed | 86,966            | -                 | -                 | -                   | -                       | -                   | -                               |
| Electricity                           | 10,251            | 10,400            | 9,984             | 416                 | 10,400                  | 10,400              | 10,400                          |
| Gas                                   | 4,756             | 5,000             | 4,935             | 65                  | 5,000                   | 5,000               | 5,000                           |
| Council Tax                           | 1,322             | 1,500             | 1,485             | 15                  | 1,485                   | 1,500               | 1,500                           |
| Kier Cleaning Contract recharges      | 2,744             | 2,700             | 2,787             | 87                  | 2,772                   | 2,700               | 2,700                           |
| Commercial tenanted prop              | 6,850             | 6,800             | 5,763             | 12,563              | 6,800                   | 6,800               | 1,100                           |
| Insurance recharges                   | 6,050             | 6,000             | 6,300             | 300                 | 6,300                   | 6,000               | 6,000                           |
| <b>Sub-Total</b>                      | <b>179,651</b>    | <b>119,724</b>    | <b>111,703</b>    | <b>8,021</b>        | <b>123,807</b>          | <b>113,330</b>      | <b>113,630</b>                  |
| <b>Central Expenses</b>               |                   |                   |                   |                     |                         |                     |                                 |
| Additional pension contribs           | 22,000            | 26,000            | 26,000            | 0                   | 26,000                  | 26,000              | 26,000                          |
| Clothing & uniforms                   | -                 | 200               | -                 | 200                 | -                       | 150                 | 150                             |
| General office expenses               | 189               | 1,500             | 165               | 1,335               | 505                     | 1,500               | 1,500                           |
| LB Sutton management charges          | -                 | 5,000             | -                 | 5,000               | 5,000                   | 5,000               | 5,000                           |
| External Audit                        | 835               | 900               | 800               | 100                 | 900                     | 900                 | 900                             |
| Misc insurance                        |                   | -                 | 255               | 255                 |                         | -                   |                                 |
| Insurance recharges                   | 900               | 900               | 945               | 45                  | 945                     | 950                 | 950                             |
| Internal audit recharges              | 508               | 500               | 500               | -                   | 500                     | 500                 | 500                             |
| OS SLA recovery Nonsuch               | 92,000            | 93,800            | 93,840            | 40                  | 93,800                  | 93,800              | 93,800                          |
| Management costs SLA recharge         | 30,620            | 31,600            | 30,620            | 980                 | 31,600                  | 31,600              | 31,600                          |
| <b>Sub-total</b>                      | <b>147,052</b>    | <b>160,400</b>    | <b>153,125</b>    | <b>7,275</b>        | <b>159,250</b>          | <b>160,400</b>      | <b>160,400</b>                  |
| <b>Gross Expenditure</b>              | <b>396,777</b>    | <b>376,594</b>    | <b>345,521</b>    | <b>31,073</b>       | <b>362,609</b>          | <b>363,450</b>      | <b>357,300</b>                  |

|   | 2015/16<br>Actual | 2016/17<br>Budget | 2016/17<br>Actual | Variance      | Forecast at<br>30/01/16 | 2017/18<br>Estimate | 2017/18<br>Proposed<br>Estimate |
|---|-------------------|-------------------|-------------------|---------------|-------------------------|---------------------|---------------------------------|
| <b>Income</b>                               |                   |                   |                   |               |                         |                     |                                 |
| other government grant income               | -                 | 6,600             | -                 | 6,600         | -                       | -                   | -                               |
| NJMC Grounds/Contribution from other        | -                 | -                 | -                 | -             | -                       | -                   | -                               |
| NJMC Grounds/Miscellaneous income           | 200               | 1,500             | 1,304             | 196           | 1,500                   | 1,500               | 1,500                           |
| NJMC Grounds/Filming Income                 | 750               | -                 | 4,500             | 4,500         | -                       | -                   | -                               |
| NJMC Grounds/Memorial receipts              | 2,670             | 6,500             | 3,479             | 3,021         | 3,000                   | 6,500               | 3,500                           |
| NJMC Mansion House/Electricity charges reco | 573               | -                 | -                 | -             | -                       | -                   | -                               |
| NJMC Mansion House/Insurance recovered      | -                 | -                 | -                 | -             | -                       | -                   | -                               |
| NJMC Mansion House/Catering lettings        | 90,000            | 90,000            | 90,000            | -             | 90,000                  | 90,000              | 90,000                          |
| NJMC Mansion House/Service charges          | 11,702            | 19,000            | 17,422            | 1,578         | 19,000                  | 19,000              | 19,000                          |
| NJMC Mansion House/Service charges/Fixed    | -                 | -                 | 5,000             | 5,000         | 5,000                   | -                   | 5,000                           |
| NJMC Mansion House/Licence to occupy        | 2,542             | 2,150             | 2,150             | 0             | 2,150                   | 2,150               | 2,150                           |
| Nursery lodge insurance recovered           | 862               | 900               | 862               | 38            | 900                     | 900                 | 900                             |
| Hire charges                                | 3,000             | 3,000             | 7,167             | 4,167         | 8,000                   | 3,000               | 6,000                           |
| Nursery lodge Service Charges               | 1,288             | 1,300             | 1,315             | 15            | 1,300                   | 1,300               | 1,315                           |
| Staff property rent                         | 9,716             | 9,800             | 9,716             | 84            | 9,720                   | 9,800               | 9,800                           |
| Nursery Lodge                               | 9,620             | 7,800             | 11,063            | 3,263         | 11,064                  | 7,800               | 14,750                          |
| Rent of flats                               | 10,540            | 19,800            | 10,320            | 9,480         | 10,320                  | 19,800              | 19,800                          |
| Interest on balances                        | 1,196             | 1,600             | 1,939             | 339           | 1,200                   | 1,600               | 1,600                           |
| <b>Sub-Total</b>                            | <b>144,658</b>    | <b>169,950</b>    | <b>166,235</b>    | <b>3,715</b>  | <b>163,154</b>          | <b>163,350</b>      | <b>175,315</b>                  |
| <b>Net Expenditure</b>                      | <b>252,118</b>    | <b>206,644</b>    | <b>179,285</b>    | <b>27,359</b> | <b>199,455</b>          | <b>200,100</b>      | <b>181,985</b>                  |
| Precepts:                                   |                   |                   |                   |               |                         |                     |                                 |
| Precept to be levied on EEBC                | 97,400            | 99,400            | 99,400            | -             | 99,400                  | 99,400              | 99,400                          |
| Precept to be levied on LB Sutton           | 97,400            | 99,400            | 99,400            | -             | 99,400                  | 99,400              | 99,400                          |
| <b>Sub-Total</b>                            | <b>194,800</b>    | <b>198,800</b>    | <b>198,800</b>    | <b>-</b>      | <b>198,800</b>          | <b>198,800</b>      | <b>198,800</b>                  |
| <b>Surplus (-) / Deficit in Year</b>        | <b>57,318</b>     | <b>7,844</b>      | <b>19,515</b>     | <b>27,359</b> | <b>655</b>              | <b>1,300</b>        | <b>16,815</b>                   |
| Balance b/fwd. 1 April                      | 180,903           | 123,585           | 123,585           |               | 123,585                 | 134,287             | 134,287                         |
| Adjustment to balances                      |                   | 6,394             | 8,813             |               |                         |                     |                                 |
| Balance c/fwd. 31 March                     | 123,585           | 109,347           | 134,287           | 27,359        | 122,930                 | 132,987             | 151,102                         |

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## Financial Statements 2016/17

NONSUCH PARK JOINT MANAGEMENT COMMITTEE  
REVENUE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2017

|  | 2015/16<br>£'000 | 2016/17<br>£'000 |
|--|------------------|------------------|
| Income:-                                       |                  |                  |
| Fees & Charges                                 | 20               | 35               |
| Rents  | 123              | 129              |
| Interest on Balances                           | 1                | 2                |
| London Borough of Sutton                       | 97               | 99               |
| Epsom & Ewell Borough Council                  | 97               | 99               |
| Other Contributions                            | 0                | 0                |
|  | 339              | 365              |
| Expenditure:-                                  |                  |                  |
| Employees                                      | 22               | 26               |
| Premises                                       | 207              | 159              |
| Transport                                      | 2                | 2                |
| Suppliers and Services                         | 11               | 2                |
| Support Services                               | 154              | 156              |
|  | 397              | 346              |
| Surplus / (Deficit) for the year               | (57)             | 20               |
| Balance Brought Forward at 1 April             | 181              | 123              |
| Adjustment to balances b/f re prior year error |                  | (9)              |
| <b>Balance Carried Forward at 31 March</b>     | <b>123</b>       | <b>134</b>       |

## Financial Statements 2016/17

|  |  |
|--|--|
| <b>NONSUCH PARK JOINT MANAGEMENT COMMITTEE</b> |  |
| <b>BALANCE SHEET AS AT 31 MARCH 2017</b>       |  |

| 31 March<br>2015<br>£'000 |  | 31 March<br>2016<br>£'000 |
|---------------------------|--|---------------------------|
|                           | <b>CURRENT ASSETS</b>                    |                           |
| 140                       | Debtors (Epsom and Ewell B.C.) re-stated | 154                       |
| 140                       |  | 154                       |
|                           | <b>LESS: CURRENT LIABILITIES</b>         |                           |
| 0                         | Creditors (re-stated)                    | -4                        |
| <b>140</b>                |  | <b>151</b>                |
|                           | Financed By:-                            |                           |
|                           | <b>RESERVES</b>                          |                           |
| 16                        | Repairs and Renewals                     | 16                        |
| 124                       | Revenue Balance                          | 134                       |
| <b>140</b>                |  | <b>151</b>                |



**MAINTENANCE PLAN UPDATE JUNE 2017**

Report of the: Head of Property  
Contact: Tony Foxwell, Mark Shephard  
Annexes/Appendices (attached): Annexe 1  
Other available papers (not attached):

**REPORT SUMMARY**

**This report provides an update on the priority works for 2017 and seeks the approval to proceed with urgent health and safety works.**

**RECOMMENDATION (S)**

*Notes*

- (1) It is recommended the committee note the contents of this report**
- (2) The Committee are asked to authorise the prioritized urgent health and safety works for 2017-18**
- (3) The committee are asked to note the sum set aside for unforeseen works that may occur in-year**

**1 Background**

- 1.1 The committee have been provided with previous reports and updates on the priority works. These works have been identified as those which are essential to meet the requirements of the lease and health and safety obligations

**2 Proposals**

- 2.1 Attached is Annexe 1, a revised schedule outlining the current position on the priority works
- 2.2 The first six items, as listed below are considered most urgent and officers are requesting approval to proceed within the budget for 2017/2018.

### **3 Pathway between Nonsuch Mansion and Sparrow Farm Lodge**

- 3.1 The pathway is in a poor condition, it is cracking, falling away at the edges, there are large pot holes and it is no longer safe for pedestrians, buggies, walkers and runners in certain areas.
- 3.2 To repair entirely would be in the region of 70-100k, therefore it is proposed that a budget of £20k is set aside to carry out repairs to the worse areas of the pathway. The entire path will be inspected and the worse areas will be highlighted for priority repair.

### **4 Separation of Services for Friends of Nonsuch**

- 4.1 It is proposed to separately meter gas and electric supplies to FON, alterations will be carried out to electric supplies to ensure only FON supplies are off of existing electricity check meter. For the fixed estimate of £1050
- 4.2 New gas check meter is to be installed in line with gas supply to FON boilers to monitor exact usage. Estimated cost of £800
- 4.3 There is a yearly cost to check meter readings of approximately £50

### **5 Nonsuch Mansion/Tractor Shed Electrical Remedial works**

- 5.1 Electrical repairs to be carried out as listed in electrical condition report. These are classified as urgent health & Safety works and we have a duty of care to repair and rectify under legislation. The fixed cost is £7164.74

### **6 Nonsuch Mansion House Fire Protection works raised by Surrey Fire and Rescue**

- 6.1 These works include upgrading fire protection, installation of double skin fire line plasterboard, fill all gaps/holes with fire rate foam, upgrade fire partitions, replace fire sensors, sounders, and compartmentation. Budget allowance of £10,000

### **7 General Window Repairs**

- 7.1 Repairs and redecoration to high level windows at back of flats on museum side including bell tower. Budget allowance of £7000

### **8 Flooding to access road and outside children's nursery**

- 8.1 It is proposed to install new soakaways outside little oaks nursery and main access road to catch surface water, existing drains are blocked by roots. Budget allowance of £20,000.

## 9 General

- 9.1 Where exact costs are not shown and budget figures have been allowed, the project team will be seeking quotations in accordance with standing orders and figures will be report back as agreed.
- 9.2 There is a budget this year of £76,000 set aside for maintenance and repairs as per agreed priority works.
- 9.3 The proposed works totals to £66064.00 depending on results from tendering and estimates.
- 9.4 It is proposed to set aside reminder of budget for any unforeseen repairs that may occur throughout the year.
- 9.5 The remainder to be set aside for unforeseen maintenance which occurs in-year is £9936.

## 10 Financial and Manpower Implications

- 10.1 **Finance Officer's comments:** *It is important to carefully monitor the maintenance budget throughout the year to ensure it does not exceed the budgeted figure of £76,000.*

## 11 Legal Implications (including implications for matters relating to equality)

- 11.1 **Legal Officer's comments:** *It is important when considering whether to approve the maintenance programme that the Councils' legal obligations are considered, in particular in relation to risks to the health and safety of the public or others. This appears to have been done in the preparation of the maintenance programme.*

## 12 Sustainability Policy and Community Safety Implications

- 12.1 Works in the programme will contribute to the achievement of relevant objectives where appropriate materials will be recycled & reused

## 13 Risk Assessment

- 13.1 The risks associated with completion of the programme are judged to be manageable.

## 14 Conclusion and Recommendations

- 14.1 It is recommended that the committee note the contents of the report.
- 14.2 The committee are asked to authorise the prioritized urgent Health and safety works for 2017-18
- 14.3 The committee are asked to note the sum of set aside for unforeseen works that may occur in-year.

**WARD(S) AFFECTED: Nonsuch Ward; (EEBC)**

NONSUCH PARK – DETAIL OF PRIORITY WORKS - Update June 2017

| Rank | Detail of works  | Reason                            | Proposed New Priorities  | Cost  |
|------|--|-----------------------------------|--|-------|
| 1    | Path between Nonsuch mansion and Sparrow farm lodge          | Dangerous Health and Safety issue | <p>Path cracking, large potholes, needs repairs and edging to entire path. 710 linear metres x 2m wide</p> <p>Budget figure of 10k for patch repairs, given to carry out worse area.</p> <p>or</p> <p>Alternatively to carry out overlay and new curbs (budget figure £70000)</p> <p><b><i>Investigated grant for marathon funding, this does not seem appropriate for this pathway as we have to evidence a commitment to encouraging and supporting people who are not physically active to participate in sporting activities and need a robust business plan in place.</i></b></p> <p><b><i>There may be some funding left from resurfacing budget to carry out some small repairs this year,</i></b></p> <p><b><i>T.F to investigate other options, planning to meet various resurfacing contracts to investigate alternative methods of repair</i></b></p> | 20000 |
| 2    | Separation of services to facilitate completion of FON lease | Commercial                        | Gas and electricity is to be separated and metered to enable charging for specific usage.  |       |

|          |  |   |   |   |
|----------|--|---|---|---|
|          |  |   | <p>Note - after further investigation separating the gas service is proving difficult as gas supply also feeds public toilets. Would be best to install check meter in line with supply and invoice FON for their own usage.</p> <p>Cost to install stark gas meter to FON</p> <p>Cost of electric separation ( electric check meters already in place)</p> <p>Cost to read meters twice a year</p> <p>FON to pay half of the install costs as per lease agreement.</p> | <p><b>800</b></p> <p><b>1050</b></p> <p><b>50</b></p> |
| <b>3</b> | Nonsuch Mansion Tractor shed and Mansion house – Electrical remedial works | Issues raised following electrical condition report | Carry out remedial electrical works listed in 5 yearly electrical condition report. These are listed as C1 & C”s urgent health and Safety works   | <b>7164.74</b>  |
| <b>4</b> | Fire Protection works raised by Surrey Fire and Rescue                     | Issues Highlighted by Surrey Fire Rescue            | Up-gradiing fire protection, install new double skin fireline plasterboard, fill gaps with fire rated foam, replace fire sensors, sounders, compartmentation. Projects team meeting contractors to firm up estimates(budget figure given)   | <b>10,000.</b>  |
| <b>5</b> | General Window repairs and redecoration                                    | Health and Safety                                   | High level windows on museum side of flats. Bell tower  | <b>7,000</b>  |
| <b>6</b> | Flooding to access road and outside children’s nursery                     | Health & Safety                                     | Install new soakaways to take main access road surface water, existing drains blocked by tree roots. Drain outside Nursery constantly flooding, install new soakaway Budget figures fixed prices to be sort in line with Standing orders  | <b>20,000</b>   |
| <b>7</b> | Laser scan, and full measurements to produce accurate CAD drawings         | Useful but not essential                            | There are no accurate measured drawings of the Mansion House, would   | 5000  |

|    |   |  |  |        |
|----|---|--|--|--------|
|    |   |  | be really useful for any future works, leases and general alterations  |        |
| 8  | Sparrow Farm Lodge Car park                                   | Health and Safety                                      | Needs urgent repairs to large holes in main car park.<br>Budget figure estimates to be sort.<br>After speaking to Peter Steel these can wait another year as patch repairs can be carried out with old scalpings we save from other jobs.  | 10,000 |
| 9  | London Road Lodge Car Park                                    | Health and Safety                                      | Some tarmac patch repairs have been carried out to roadway under maintenance budget. Main car park full of holes needs some urgent repairs<br>Budget figure estimates to be sort<br>After speaking to Peter Steel these can wait another year as patch repairs can be carried out with old scalpings we save from other jobs | 10,000 |
| 10 | Castlemaine Lodge   | Windows rotten and falling out.<br>Landlords liability | Replace the remainder of rotten windows with new Upvc windows and doors.<br>Proposed for next financial year 2017-18<br>Low priority can wait another year   | 3950   |
| 11 | Old greenhouse wall<br>Landlords liability; Health and Safety | Health & Safety  | Temporary works carried out to prop up wall. Heras fencing also erected as a safety measure to prevent access. Area is safe but requires specialist brickwork repair. FON assisting in clearing vegetation. <b>No action can be taken until funding becomes available.</b>   | n/a    |

|                        |  |   |   |               |
|------------------------|--|---|---|---------------|
| <b>12</b>              | Patch repairs to roads and pathways (inc. from Stable yard to café)    | Health and Safety ; Continuity of income  | Inspection reveals this area to be in a really poor state.<br>This has been carried out under maintenance budget<br>In June 2017  |               |
| <b>13</b>              | Guttering and downpipes  | Health and Safety ; Continuity of income  | Some repairs being undertaken under basic maintenance. Major works still required but could be carried out over a period of two years. However unlikely to be sufficient monies available in 2018/19. | <b>£10000</b> |
| <b>14</b>              | Windows to rear block of Mansion House, flats, rear of café and museum | Health and safety and landlords liability | The repair and redecoration of the remaining windows is now required. Some low level windows have already been repaired and redecorated by FON . Prices to be sort as funds become available.         | <b>40,000</b> |
| <b>15</b>              | Rendering and brickwork  | Health and Safety;<br>Landlords liability | Specification and tender to be prepared and for the work to be undertaken on a phased basis, probably an elevation at a time in conjunction with window repairs as above.                             | n/a           |
| <b>Completed Works</b> |  |   |   |               |



|          |  |  |   |   |
|----------|--|--|---|---|
| <b>1</b> | Emergency lighting, fire alarms, new doors and closers                 | Health and Safety  | Cost of completed work<br>Emergency lights to Mansion<br>RCD sockets to basement<br>Potting shed RCD sockets  | <b>4183.56</b><br><b>1253.61</b><br><b>234.84</b>     |
| <b>2</b> | Windows to rear block of Mansion House, flats, rear of café and museum | Health and safety and landlords liability  | Three of the windows identified as urgent have been repaired.<br>Window in old Art Room<br>Sash window<br>Paint window<br>Door closer and hinges  | <b>1370</b><br><b>630</b><br><b>420</b><br><b>307</b> |
| <b>3</b> | Upgrade of intruder alarm to mansion house and museum                  | Health and safety  | Works complete, intruder alarm upgraded to grade 2 to PD 6662-2010 including IA 1501:2015   | <b>5356</b>   |
| <b>4</b> | Asbestos in basement   | Health & Safety  | Identified as necessary from latest asbestos survey. Identified to JMC at January meeting. Tenders for work received and instruction placed Works completed June 2016                       | <b>8298</b>   |
| <b>5</b> | Mansion House Car Park   | Health & Safety  | Works to main car park including installation of new soakaways, new base, new curbs, tarmac surface with lining.<br>Extra works to break out building foundation and remove central island. | <b>67244</b>  |
| <b>6</b> | Sparrow Farm Lodge   | Health & safety  | Windows to Lodge have now been completed  | <b>4600</b>   |
| <b>7</b> | Nonsuch Mansion – 5 yearly electrical test due                         | Requirement of current IEE Regulations (BS7671) and the electricity at Work regulations 1989 | Testing complete, report issued for remedial works  | <b>2700</b>   |

|          |   |  |  |             |
|----------|---|--|--|-------------|
| <b>8</b> | Nonsuch tractor shed – 5 yearly electrical test due | Requirement of current IEE Regulations (BS7671) and the electricity at Work regulations 1989 | Testing complete, report issued for remedial works | <b>1200</b> |
|          |   |  |  |             |
|          |   |  |  |             |

## **NONSUCH PARK AND THE GREEN BELT**

Report of the: Head of Legal & Democratic Services  
Contact: Simon Young  
Annexes/Appendices (attached): Annexe 1 – 1939 Deed  
Annexe 2 – 1939 Deed Map  
Annexe 3 – Green Belt Study (extract)

Other available papers (not attached):

### **REPORT SUMMARY**

**This report summarises the position of Nonsuch Park in respect of “Green Belt” status, in light of the recent Green Belt Study undertaken on behalf of Epsom & Ewell Borough Council.**

### **RECOMMENDATION (S)**

- (1) That the status of Nonsuch Park be noted, and that officers be instructed to undertake further investigations, and take such further action as they consider appropriate.**

*Notes*

## **1 Background**

- 1.1 The Green Belt (London and Home Counties) Act 1938 made provision for the establishment of a Green Belt around London. The 1938 Act remains extant. Section 235 of the Planning Act 2008, for example, defines “Green Belt land” as having “the meaning given by section 2(1) of the Green Belt (London and Home Counties) Act 1938; it is also defined in the same terms by section 230 of the Town & Country Planning Act 1990.
- 1.2 Section 2 of the 1938 Act provides that “the expression ‘Green Belt Land’ means - ... (b) any land acquired by a local authority under the powers conferred by section 3 (Acquisition of and covenants relating to land and contributions to cost) of this Act”

- 1.3 Section 3 then provides “For the purpose of establishing a Green Belt round London it shall be lawful and shall be deemed always to have been lawful - ... (c) for a local authority – (i) by agreement to acquire... any land within the area;... (iii) to contribute or agree to contribute such sum as they think fit... towards the cost incurred ... by any other local authority (whether under the powers conferred by this Act or otherwise and whether by the payment of cash or otherwise)in the acquisition of any land ...for the purposes of this Act...”
- 1.4 National planning policy states that:
- “79. The Government attaches great importance to Green Belts. The fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts are their openness and their permanence.
80. Green Belt serves five purposes
- to check the unrestricted sprawl of large built-up areas;
  - to prevent neighbouring towns merging into one another;
  - to assist in safeguarding the countryside from encroachment;
  - to preserve the setting and special character of historic towns; and
  - to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.”
- 1.5 It also states that local planning authorities should use the opportunity provided by a review of a local plan to consider Green Belt boundaries having regard to their intended permanence in the long term, so that they remain relevant beyond the plan period.
- 1.6 Epsom & Ewell Borough Council is currently conducting a partial review of its Core Strategy. This provided an opportunity to reflect upon national planning policy. To that end, the Borough Council instructed external consultants to prepare a Green Belt Study. The study assessed the performance of the Green Belt in Epsom & Ewell against the purposes set out in national planning policy. The Study will form part of Epsom & Ewell Borough Council’s Local Plan technical evidence base and will inform the preparation of new policy. The study scored each site against how it was performing against the first four of the purposes listed above (all Green Belt land is considered to make an equal contribution to the fifth purpose, hence this did not form part of the scored assessment).

- 1.7 In 1939, the deed attached at Annexe 1 was entered into by Epsom & Ewell Borough Council, Surrey County Council, London County Council and Sutton & Cheam Borough Council. The 1939 Deed notes that the parts of Nonsuch Park shown on the map attached to the Deed had been acquired by one or other of the Councils. It further states that London County Council contributed a substantial sum towards the costs of purchase, specifically referring to the 1938 Act and the intention that the land become Green Belt. Both Epsom & Ewell Borough Council and Surrey County Council separately declared their lands at Nonsuch Park to be part of the Green Belt around London.
- 1.8 On the face of it, following the definition in the 1938 Act referred to above, the land covered by the 1939 Deed is Green Belt. This area comprises most of Nonsuch Park. We are not aware of anything to change that situation, though it is possible that, at some point, this designation could have changed.
- 1.9 It appears that the land referred to in the 1939 Deed has not been shown on maps as forming part of the Green Belt. It is not immediately apparent why this is the case. It may be that the requisite notice was not provided to the Minister in 1939 – perhaps events at that time overtook matters.
- 1.10 The Green Belt study therefore proceeded on the basis that the land at and adjoining Nonsuch Park was not part of the Green Belt. The study found that land at and adjoining Nonsuch Park performed highly against one of the purposes and moderately against two of the other purposes, to give an overall score comparable with many other Green Belt sites.
- 1.11 The whole of Nonsuch Park (a wider area than that covered by the 1939 Deed), is currently designated by Epsom & Ewell Borough Council as a Strategic Open Space, and County-wide Site of Nature Conservation Importance. In practice, these designations provide a high degree of protection for the retention of the site as open space. Formally recording a green belt designation will make little practical difference, though it would engage the relevant national planning policies.

## **2 Proposals**

- 2.1 It is proposed that Borough Council officers liaise with colleagues in other authorities (in particular Surrey County Council and the London Borough of Sutton) to explore whether there is any explanation as to why the land is not recorded as Green Belt, and to take such steps as might be required to regularise the situation.

## **3 Financial and Manpower Implications**

- 3.1 *Finance Officer's comments: There are no financial or manpower implications arising from this report.*

## **4 Legal Implications (including implications for matters relating to equality)**

- 4.1 **Monitoring Officer's comments:** *When land has Green Belt status, certain restrictions apply to its use and development, under the 1938 Act and otherwise. It is not considered that anything has been authorised which in substance conflicts with those restrictions. However, it is important that the status of the land be properly recorded.*

## **5 Sustainability Policy and Community Safety Implications**

- 5.1 There are no sustainability or community safety implications arising from this report.

## **6 Partnerships**

- 6.1 Nonsuch Park is managed by Epsom & Ewell Borough Council and the London Borough of Sutton, acting in partnership, and working with Surrey County Council.

## **7 Risk Assessment**

- 7.1 There are no material risks arising from this report.

## **8 Conclusion and Recommendations**

- 8.1 In conclusion, it is noted that the likely Green Belt status of a large part of Nonsuch Park should be investigated, and appropriate action be taken to ensure this status is properly recorded.

**WARD(S) AFFECTED: Nonsuch Ward (EEBC);**



THIS DEED is made the *Twenty third* day of *May* One thousand nine hundred and thirty-nine  
BETWEEN THE MAYOR ALDERMEN AND BURGESSES OF THE BOROUGH OF EPSOM AND EWELL in the County of Surrey  
(hereinafter called "the Corporation") of the first part  
THE COUNTY COUNCIL OF THE ADMINISTRATIVE COUNTY OF SURREY  
(hereinafter called "the Surrey Council") of the second part  
and THE LONDON COUNTY COUNCIL (hereinafter called "the London Council") of the third part and THE MAYOR ALDERMEN AND BURGESSES OF THE BOROUGH OF SUTTON AND CHEAM (hereinafter called "the Sutton and Cheam Corporation") of the fourth part  
WHEREAS the Corporation with the approval of the parties hereto of the second and third parts and in pursuance of their statutory powers have purchased at a cost of Fifteen thousand five hundred and twenty-nine pounds ALL THOSE pieces or parcels of land having an area of twenty-six decimal point six eight acres or thereabouts situate in the Borough of Epsom and Ewell in the County of Surrey being part of Nonsuch Park as the same are more particularly delineated on the plan annexed hereto and thereon hatched green and are hereinafter called "the Corporation lands" AND WHEREAS the Surrey Council with the approval of the London Council the Corporation and the Sutton and Cheam Corporation and in pursuance of their statutory powers have purchased at a total cost of One hundred and nineteen thousand four hundred and

sixty pounds ALL THOSE pieces or parcels of land having an area of two hundred and fifty-five acres or thereabouts situate in the Borough of Epsom and Ewell aforesaid being part of the said Nonsuch Park as the same are more particularly delineated on the said plan and thereon edged green and are hereinafter called "the Surrey lands" AND WHEREAS the Corporation and the Surrey Council are now respectively seised of the Corporation lands and the Surrey lands for an estate in fee simple absolute in possession subject as to the several parts thereof which are affected thereby to the exceptions reservations covenants and other matters contained in the three several Conveyances particulars whereof are set out in the Schedule hereto but otherwise free from encumbrances AND WHEREAS the London Council with the intent that the said lands should become Green Belt land within the meaning of the Green Belt (London and Home Counties) Act 1938 contributed the sum of Forty-nine thousand four hundred pounds (of which One thousand six hundred and twenty pounds has been paid to the Corporation and Forty-seven thousand seven hundred and eighty pounds to the Surrey Council) to assist the Corporation and the Surrey Council to effect such purchases and in consideration of the Corporation and the Surrey Council making the declaration and entering into the covenants contained in this Deed AND WHEREAS the Sutton



and Cheam Corporation contributed the sum of Twenty-five thousand and one hundred pounds towards the cost of the purchase of the said Surrey lands and are parties to this Agreement for the purposes hereinafter appearing NOW THIS DEED WITNESSETH as follows:-

1. THIS Deed is made in consideration of the aforesaid contributions (the receipt and payment whereof in manner aforesaid the Surrey Council and the Corporation hereby respectively acknowledge) by virtue of the powers conferred by the Public Health Acts 1875 to 1925 the Open Spaces Act 1906 the Town and Country Planning Act 1932 the Surrey County Council Act 1931 the Physical Training and Recreation Act 1937 and the Green Belt (London and Home Counties) Act 1938 and all other powers statutory or otherwise applicable in this behalf.
2. IN PURSUANCE of the provisions of the Green Belt (London and Home Counties) Act 1938 the Corporation (with the approval (hereby testified) of the Surrey Council) and the Surrey Council hereby severally declare the Corporation lands and the Surrey lands respectively to be part of the Green Belt round London.
3. TO the intent and so as to bind the Corporation lands and the Surrey lands respectively into whosoever hands the same may come the Corporation (with the like approval) and the Surrey Council hereby covenant as separate covenants

with the London Council and the Surrey Council in so far as the Surrey lands are affected hereby covenant with the Sutton and Cheam Corporation as follows:-

(1) That the Corporation lands and the Surrey lands respectively or any part thereof shall not at any time hereafter be used without the written consent of the London Council in so far as both the Corporation lands and the Surrey lands are affected and the Sutton and Cheam Corporation in so far as the Surrey lands are affected previously had and obtained for any purpose other than (a) a public open space within the meaning of the Open Spaces Act 1906 or (b) public walks and pleasure grounds within the meaning of the Public Health Acts 1875 to 1925 or (c) for such of the purposes for which a Local Authority may under Section 4(1) of the Physical Training and Recreation Act 1937 maintain land as provide for outdoor games or recreation.

(2) That no building shall at any time be erected on any part of the Corporation lands or the Surrey lands respectively other than a building which is ancillary to the purpose or purposes (authorised as aforesaid) for which the said lands, or the appropriate part thereof is for the time being used unless the consent thereto in writing of the Minister of Health and the London Council and the Sutton and Cheam

Corporation shall have been first had and obtained.

(3) That in permitting or allocating facilities for the use of the Corporation lands or the Surrey lands or any part thereof the Corporation and the Surrey Council shall not at any time make any discrimination between the inhabitants of Epsom and Ewell the inhabitants of Sutton and Cheam and the inhabitants of Surrey or of London and any other persons.

4. WITH the like intent and purpose the Corporation (with the like approval) and the Surrey Council hereby covenant as separate covenants with the London Council and the Sutton and Cheam Corporation respectively that the Corporation and the Surrey Council respectively will not without the written consent of the London Council in respect of both the Corporation lands and the Surrey lands and the Sutton and Cheam Corporation in respect of the Surrey lands first had and obtained grant or in any other manner accede to any application which may hereafter be made by any lessee or ~~tenant of the Corporation lands or of the Surrey lands~~ respectively or of any part thereof for the terms of his lease or tenancy to be waived or modified in such a manner as will permit the lands comprised in the lease or tenancy or any part thereof to be used (whether by such lessee or tenant or by any person authorised by him) in manner inconsistent with the provisions of Clause 3(1) hereof.

5. THE Corporation (with the like approval) and the Surrey Council hereby severally further covenant with the London Council and the Sutton and Cheam Corporation respectively that if at any time hereafter the Corporation and the Surrey Council respectively shall receive or become entitled to receive any sums for "betterment" under Section 21 of the Town and Country Planning Act 1932 from the owner or owners for the time being of lands adjoining or neighbouring to the Corporation lands or the Surrey lands respectively or to any of them for increase in value to such adjoining or neighbouring lands by reason of the covenants provisions and stipulations hereinbefore contained or if the Corporation or the Surrey Council shall at any time hereafter receive any sums by way of grant from the Board of Education under the provisions of the Physical Training and Recreation Act 1937 towards the expenses of the Corporation or the Surrey Council in acquiring those lands or any part thereof the Corporation and/or the Surrey Council as the case may be shall (subject in the case of betterment to the approval of the Minister of Health under Section 32 of the Town and Country Planning Act 1932) within one month of the receipt by it of any such sum pay to the London Council such a proportion of the sum so received as the sum of Forty-nine thousand and four hundred pounds now contributed by the London Council bears to the

total cost of One hundred and thirty-four thousand nine hundred and eighty-nine pounds and to the Sutton and Cheam Corporation such a proportion of any such sum received in respect of the Surrey lands as the sum of twenty-five thousand and one hundred pounds contributed by the Sutton and Cheam Corporation bears to the said sum of One hundred and nineteen thousand four hundred and sixty pounds.

IN WITNESS whereof the Corporation the Surrey Council the London Council and the Sutton and Cheam Corporation have caused their respective Common Seals to be hereunto affixed the day and year first before written.

THE SCHEDULE above referred to.

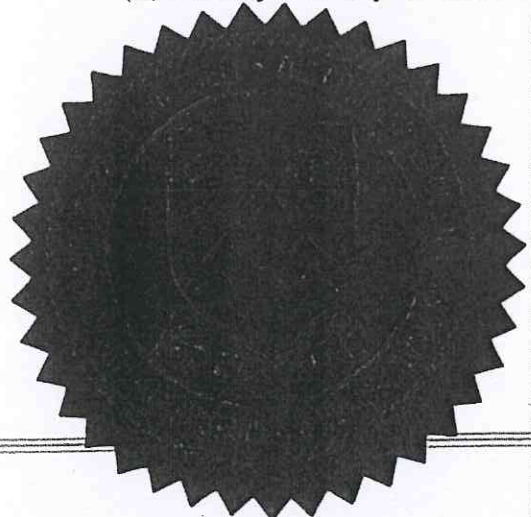
| <u>Date</u>        | <u>Document</u> | <u>Parties</u>   |
|--------------------|-----------------|--|
| 20th December 1935 | Conveyance      | (1) The Gleeson Development Company Limited<br>(2) Urban District Council of Epsom and Ewell |
| 17th January 1936  | Conveyance      | (1) Charles Philip Goss<br>(2) Urban District Council of Epsom and Ewell                     |
| 30th April 1937    | Conveyance      | (1) Philip Nelson-Ward, C.V.O. and Hugh Robert Macdonald Farmer<br>(2) Surrey County Council |

X-200

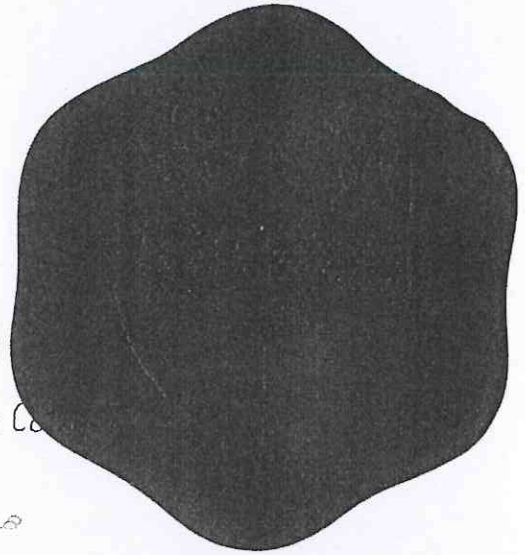
THE COMMON SEAL of the Mayor )  
Aldermen and Burgesses of the )  
Borough of Epsom and Ewell )  
was hereunto affixed in the )  
presence of:- )

*P. W. Wainwright Cooper*

Town Clerk.



THE COMMON SEAL of the )  
County Council of the )  
Administrative County )  
of Surrey was hereunto )  
affixed in the presence )  
of )



*Philip Amicall*

Chairman of the Council

*George F. Rogers*

Deputy Clerk of the Council

SEALED BY ORDER.

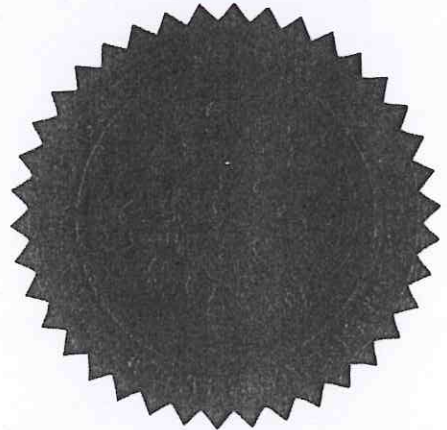


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Clerk of the Council.

THE COMMON SEAL of the  
Mayor Aldermen and  
Burgesses of the Borough  
of Sutton and Cheam was  
hereunto affixed in the  
presence of:-



*John Gosnell*

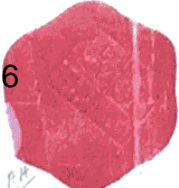
Mayor.

*H. B. Brown*

Town Clerk.

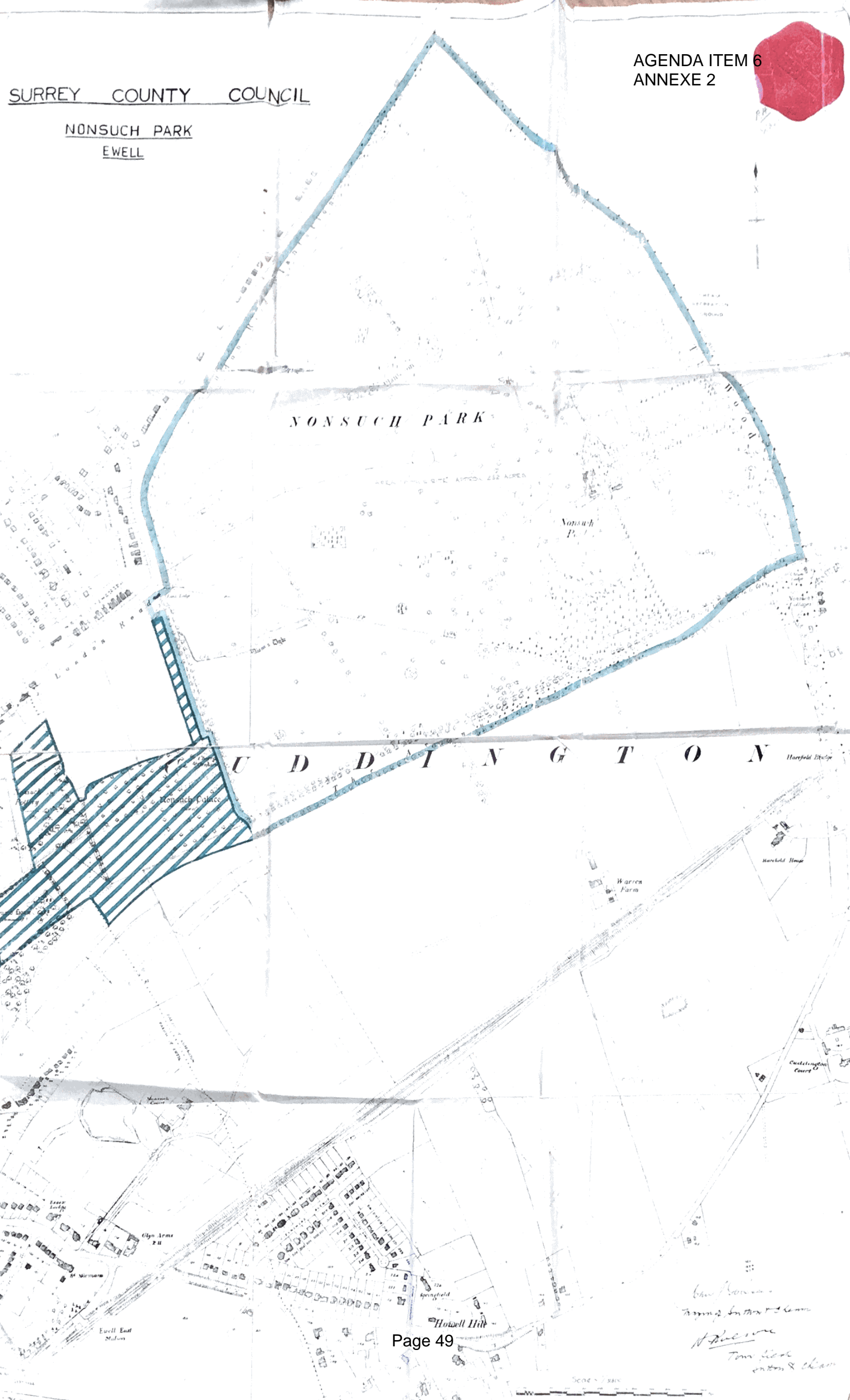






SURREY COUNTY COUNCIL

NONSUCH PARK  
EWELL



*See plan  
top left  
bottom & clear*

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3.30. If designated as Green Belt land, NG03 would be lower performing against purpose 3 to *'Assist in safeguarding the countryside from encroachment'*. Whilst surrounded by parcels which are characterised by countryside, NG03 has ribbon development present at The Ridge. The parcel would not perform against purpose 4 to *'Preserve the setting and special character of historic towns'* as it does not contribute to the setting of a Conservation Area.

### NG04

3.3.1. NG04 is a large parcel of designated Green Space at Nonsuch Park in the north east of the borough at its boundary with the London Borough of Sutton to the east. The irregularly shaped parcel is formed of a large swathe of partly wooded open green land which borders the urban areas of Stoneleigh to the north west, Cheam to the east and East Ewell to the south.

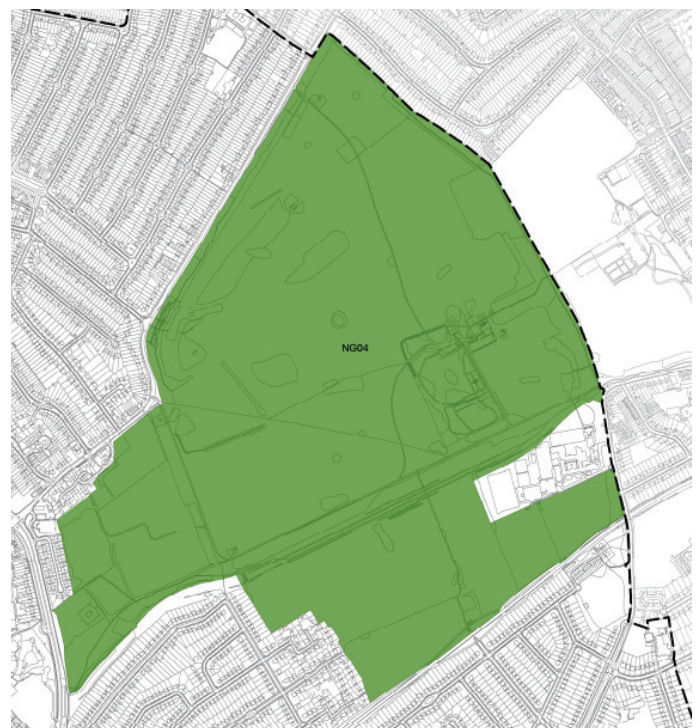
3.32. The boundaries of parcel NG04 are well defined by dense and well-established hedgerows, tree lines and groups of trees. The parcel is also free from development and therefore would perform highly against purpose 1 *'To check unrestricted sprawl of large built-up areas'* if designated as Green Belt.

3.33. NG04 forms an undeveloped open gap of approximately 1.3 kilometres between the urban areas of Cheam to the east and Stoneleigh to the west. Whilst these areas are adjoined in the area to the north of NG04, the parcel would, if designated as Green Belt land, play a role in preventing the further coalescence of these urban areas. Therefore Parcel NG04 would be considered moderately performing against purpose 2

*'to prevent neighbouring towns merging into one another'* if designated as Green Belt land.

3.34. Parcel NG04 is surrounded by urban development on all sides but is relatively substantial in size and free from urbanising development within its boundaries. By virtue of its designation as Green Space parcel NG04 is characterised by countryside and therefore would be more moderately performing against purpose 3 to *'Assist in safeguarding the countryside from encroachment'* if designated as Green Belt.

3.35. Parcel NG04 would not perform against purpose 4 to *'Preserve the setting and special character of historic towns'* as it is not within or on the edge of a Conservation Area.



Parcel NG04 Land at and adjoining Nonsuch Park

Table 3 - Non-designated Green Belt Scoring

| Parcel ID | Description   | Purpose 1 Score | Purpose 2 score | Purpose 3 score | Purpose 4 score | Overall score |
|-----------|---|-----------------|-----------------|-----------------|-----------------|---------------|
| NG01      | Land to the south of Worple Road east of Chalk Lane | 1               | 1               | 0               | 3               | 5             |
| NG02      | Land to the east of Beverley Close                  | 2               | 3               | 1               | 0               | 6             |
| NG03      | Land at The Ridge                                   | 1               | 3               | 1               | 0               | 5             |
| NG04      | Land at Nonsuch Park                                | 3               | 2               | 2               | 0               | 7             |

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## **PROGRESS REPORT**

Report of the: Head of Operational Services  
Contact: Samantha Whitehead  
Annexes/Appendices (attached): Annexe 1: Warren Farm Butterfly Survey  
Other available papers (not attached):

### **REPORT SUMMARY**

**A report to update the Joint Management Committee on the progress of matters considered previously and the activities of the Volunteer Groups.**

### **RECOMMENDATION (S)**

**(1) That the Committee notes the contents of this report.**

*Notes*

#### **1 Update from Nonsuch Watch**

1.1 Nonsuch Watch have very kindly submitted a document entitled 'Warren Farm Butterfly Sightings – 2017'. The document will be available to view at the meeting and Nonsuch Watch may wish to provide Members with a verbal update.

#### **2 Update from the Friends of Nonsuch**

2.1 A verbal update will be given at the meeting.

#### **3 Update from the Nonsuch Voles**

3.1 During the last quarter the Nonsuch Voles have been busy carrying out tasks in and around the Mansion House, which include:

- Completing the renovation pruning of the "Yew Room" hedges and the planting of 16 new Yew trees. Unfortunately, two of these were subsequently pulled-up by vandals. They have been re-planted, but only time will tell whether they will survive.
- Preparation of the gardens for South East in Bloom 2017 judging on the 30th June.

- Continuing to re-point and stabilise low walls in the vicinity of the old greenhouse site using lime-based mortar. (This does not include the main greenhouse wall, which remains fenced-off with security panels and is out of our scope).
  - Making these security panels more visually appealing by working with Peter Steel to plant-up some tubs with flowering annual climbers (grown by the Voles from seed) to grow over the panels.
- 3.2 Unfortunately, there has been continued vandalism in the garden: In April, the top of one of the tall planters was pulled down, and further damage occurred to the low walls of the old greenhouse. The restored Bothy had a brick removed from top level, and tiles removed from roof.
- 3.3 In addition to our work in the gardens, the Voles have also carried out work in the woodland.
- 3.4 One of the commitments of the Woodland Management Plan is to install interpretive signs in The Wood and at Boundary Copse. The Voles worked with Future Woodlands to make and install the first sign in The Wood, but it was damaged by vandals 9 days later (the perspex was smashed). It has been repaired with thicker perspex.
- 3.5 Other activities include:
- The Voles Shelter: The planning application was submitted on 12th April. Jon met with James Udall (EEBC Case Officer) on 6th June. No further news has been received at the time of writing (10th June).
  - Walnut Grove: the late frosts which occurred earlier this year have badly affected 2 or 3 of the trees. The Voles continue to tend the trees by weeding and watering them in periods of dry weather. We will monitor the casualties to see if they recover. Mike Ford has been informed.
  - We were very pleased to receive an invitation from the Friends of Nonsuch to talk about the first 5 years of the Nonsuch Voles on the evening of 19/04/2017. The talk was well attended and it was a very enjoyable evening.
  - The Voles held a stall at the Cheam Charter Fair in May.

#### **4 The Round Pond**

- 4.1 The Streetcare Manager is pleased to report that the Lower Mole Project has now secured the funds needed to install a protective fence around the Round Pond. A substantial donation to the project was received from an anonymous benefactor with the remaining amount donated by Surrey County Councillor, John Beckett who contributed £500 from his Member Allocation allowance.

- 4.2 The fencing is due to be installed during July 2017 but assurances have been given that the gate will not be locked until the new pond is operational.
- 4.3 Park staff have worked with EEBC Grounds Maintenance team and the Nonsuch Voles to create a test pond in the Sparrow Farm Road dog socialisation area. The test pond was evaluated after heavy rainfall and the pond appears to be holding water well.
- 4.4 The area selected for the test pond was chosen for its natural dampness. However, there is concern about the chosen location as the area does have some tree cover and this could affect future water quality.
- 4.5 To ensure all factors are taken in to consideration the Streetcare Manager will invite interested parties to an on-site meeting to discuss optimum location before the new pond is created.

## **5 Vandalism in the Park**

- 5.1 As mentioned in the Nonsuch Voles update, there has been continued episodes of vandalism around the Park.
- 5.2 The Streetcare Manager recently met with PC Elena Boafo 3701 from Surrey Police to discuss anti-social behaviour and vandalism in our Parks.
- 5.3 Like Local Authorities, Surrey Police have limited resources and there have been changes to how they Police the borough. There are now two Neighbourhood Officers, seven PCSO's and the remaining force are '999' response officers.
- 5.4 PC Boafo was keen to ensure that all crime was reported and explained that 101/online reporting should be used when there was no risk to life and the police do not need to attend, such as crime that has been committed but is no longer in progress i.e. you find vandalism, drug paraphernalia
- 5.5 Homelessness/tents should be reported to 101 with a request made to pass the information to the Safer Neighbourhood team. It is helpful if a comprehensive location is given. Most smartphones have a compass facility, which displays GPS coordinates.
- 5.6 999 should be used when there is a life or death situation or when a crime is in progress. This could be mopeds driving dangerously/illegally around the park, or vandalism in progress.
- 5.7 PC Boafo also stated that the person discovering the crime should be the person to report it. Crime reports from the public help the Police build up picture of the types of crime occurring in the Borough and this will help establish where the Police need to direct resources in the future.

- 5.8 Although there is no easy answer to vandalism in the Park, officers and volunteers remain committed to exploring solutions.

## **6 Drones**

- 6.1 Following the decision made at the April 2017 meeting of the Joint Management Committee, Drone Code posters are now on display in the Park.
- 6.2 Since this decision, there have been submissions from both the Friends of Nonsuch and Councillor Graham Dudley to ban drones from the Park.
- 6.3 The reasons to ban drones are varied and valid but even with the necessary legislation in place to ban drones (changes to byelaws or a Public Space Protection Order, there are practical and resource implications which would make an outright ban difficult to enforce.
- 6.4 Further research on the subject has revealed that Drone technology is advancing so quickly that the distance the drones can travel from the operator means that the operator does not even have to be in the Park in order to fly the drone over it. Some of the more expensive models can fly distances of over a mile.
- 6.5 Park staff and Epsom & Ewell's mobile Ranger Patrols could spend a lot of time hunting for the operator of a drone flying over Park without any hope of finding them.

## **7 Conclusions and Recommendations**

- 7.1 That the Committee notes the contents of this report.

**WARD(S) AFFECTED: Nonsuch Ward; (EEBC)**



**EVENTS IN THE PARK**

Report of the: Head of Operational Services

Contact: Samantha Whitehead

Annexes/Appendices (attached):

Other available papers (not attached):

**REPORT SUMMARY**

**To advise the Joint Management Committee of events which have previously been approved and new applications that have been received.**

| <b><u>RECOMMENDATION (S)</u></b>  | <i>Notes</i> |
|---|--------------|
| <b>(1) That the Joint Management Committee notes the Event Calendar.</b>  |              |
| <b>(2) That the Joint Management Committee approves the proposal to host the Sport Relief 2018 event in Nonsuch Park.</b> |              |

**1 Events 2017**

|            |   |
|------------|---|
| 20/06/2017 | Mole Valley Orienteering - Nonsuch Park, Sutton SM3 8AJ, UK   |
| 24/06/2017 | Classic Events - Nonsuch Town & Country Show - London Road Dog Free Area  |
| 25/06/2017 | Classic Events - Nonsuch Town & Country Show - London Road Dog Free Area  |
| 25/06/2017 | Yoga in the Park - Cheam Dog Free   |
| 02/07/2017 | Age Concern   |
| 05/07/2017 | Ronhill Athletics - Nonsuch Park, Sutton SM3 8AJ, UK  |
| 06/07/2017 | St Raphael's Music In the Park - Formal Gardens   |
| 08/09/2017 | Reed Business Information, 14 mile walk for The Royal Marsden Cancer Charity - From Fulham to Sutton via Nonsuch Park |
| 10/09/2017 | Awareness Day - Nonsuch Park  |
| 08/10/2017 | MABAC Cross Country Event - Nonsuch Park, Sutton SM3 8AJ, UK  |
| 27/10/2017 | Phoenix Running - Nonsuch Park, Sutton SM3 8AJ, UK  |
| 05/11/2017 | Ronhill Athletic - Nonsuch Park, Sutton SM3 8AJ, UK   |
| 11/11/2017 | Vanda Caulfield Cross Country Event - Nonsuch Park  |

## 2 Sport Relief 2018

- 2.1 Comic Relief is the parent charity to Sport Relief which is a fundraising event that takes place every two years. It aims to harness the power and passion of sport to change lives for the better.
- 2.2 Comic Relief spends the money raised through Sport Relief to help give those living in disadvantaged and divided communities in the UK a better life; and also helps children and young people in the world's poorest countries escape from extreme poverty, abuse and exploitation.
- 2.3 In 2010, Nonsuch Park played host to it's first Sport Relief event. The event was a mile long route around the park and attracted 1,000 participants over the course of the day. The event was organised by Officers from both London Borough of Sutton and Epsom & Ewell Borough Council, with help from volunteers who were actively involved to ensure that participants and spectators had a safe, enjoyable and rewarding day.
- 2.4 In 2010, the Sport Relief event at Nonsuch Park was declared the second highest fundraiser in the UK outside of the Flagship City Events, raising a staggering £40,000.
- 2.5 Following the success of 2010, Nonsuch has continued to host the bi-annual Sport Relief event. The 2012 event was one of 700 local mile events, but was the largest local mile in the country. Over 1,500 participants completed one, three or six miles around the park and helped to raise a grand total of £37,608.85 for the Sport Relief charity.
- 2.6 In 2014 the Nonsuch Park event was the 9<sup>th</sup> largest event in the Country and helped to raise £25,183.84 for the Sport Relief charity.
- 2.7 Although the numbers were down slightly in 2016, the event still managed to raise £14,870.74, which is a fantastic achievement.
- 2.8 The event is well-rehearsed and managed by Officers from Epsom & Ewell's Leisure Developments and Operational Services teams. If the Joint Management Committee agrees to host the 2018 event, Nonsuch Park will be given its own page on the Sport Relief website. Sport Relief will advertise the event and officers will back this up with additional press coverage both in Sutton and Epsom.
- 2.9 Participants will register direct with Sport Relief, who will in turn advise officers of the number of entries. Sport Relief will supply all promotional materials, water, goody bags and an event organiser's kit.
- 2.10 The event will be held on Sunday 18 March 2018. The main event area will be situated in the open parkland at the front of the Mansion House. A mile long course has been identified and this can be repeated three or six times for participants who would like the extra challenge.

- 2.11 The event will be split into five waves with a maximum of 500 participants per wave. This phased approach has previously worked well and limits the amount of participants on the course at any one time.
- 2.12 Participants will be invited to the Park at the time specified for their event. This will combat the impact of everyone turning up at once. Car parking will be available at all three designated car parks and additional car parking will be available on Church Field, weather permitting.
- 2.13 The event will be attended by an appropriate first aid provider and volunteers from local sports and community groups who will act as marshals for the event.
- 2.14 In addition local organisations and clubs will be invited to set up temporary stalls to help promote and signpost opportunities locally.
- 2.15 Previously Sport Relief has agreed to contribute up to £1,500 towards the delivery of an event in Nonsuch Park. This normally covers the equipment costs for the event. Officers will ask Sport Relief to contribute towards the organisational costs for the 2018 event and are confident due to the Borough's excellent reputation for delivery, that a budget of around £1,000 will be agreed based on the number of participants in the 2016.
- 2.16 It is expected that any additional costs for delivering the event can be covered from within existing budgets between Operational Services and Leisure Developments.
- 2.17 There is a great opportunity to develop stronger external partnerships and networks using Sport Relief as an exciting incentive. The possibility of attracting a large number of participants and spectators to Nonsuch Park would help to encourage local clubs, organisations and businesses to get actively involved in the event.
- 2.18 In previous years officers have worked with Nonsuch Girls School providing volunteering opportunities at the Sport Relief event. It is expected that a similar arrangement will be offered if the event is approved.

### **3 Conclusion and Recommendations**

- 3.1 That the Joint Management Committee notes the Events Calendar for 2017.
- 3.2 That the Joint Management Committee approves the proposal to host a Sport Relief event in Nonsuch Park.

**WARD(S) AFFECTED: Nonsuch Ward; (EEBC)**

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