

EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

Monday 12 March 2018 at 6.00 pm

Committee Room 1 - Epsom Town Hall

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

Committee Members

Councillor Liz Frost (Chairman)

Councillor Jean Steer

Hugh Craddock, British Horse Society

Simon Durrant, Epsom Downs Racecourse

Alex Stewart, Epsom Downs Riders Protection Society

Nigel Whybrow, Training Grounds Management Board

Representatives invited to attend

Caroline Baldock, Epsom Equestrian Conservation Group

Richard Balsdon, College Ward Residents' Association

Angela Clifford, Epsom Civic Society

Andrew Cooper, Epsom Downs Racecourse

Bob Eberhard, Epsom and Ewell

Cycle Action Group

Nick Harrison, Tattenhams Residents' Association

David Lambert, Epsom Downs Model Aircraft Club

Roger Marples, Epsom Downs Model Aircraft Club

Steven McCormick, Woodcote

Residents' Association

Conor Morrow, Lower Mole Countryside Management Service

Stuart Walker, Epsom Golf Club

Yours sincerely



Clerk to the Conservators

For further information, please contact Tim Richardson, 01372 732122 or trichardson@epsom-ewell.gov.uk

AGENDA

1. MINUTES OF PREVIOUS MEETING

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 18 September 2017 (attached) and to authorise the Chairman to sign them.

2. MATTERS ARISING FROM THE LAST MEETING AND OTHER ITEMS OF INTEREST (Pages 3 - 4)

The Committee is asked to note the current situation on issues raised previously, and other matters of interest.

3. REPORT OF THE HEAD DOWNSKEEPER (Pages 5 - 6)

To receive the report of the Head Downskeeper.

4. ISSUES CONSIDERED BY THE CONSERVATORS (Pages 7 - 24)

This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 4 October 2017 and 22 January 2018, and the Minutes of those meetings.

5. ISSUES RAISED BY THE HACK RIDERS REPRESENTATIVES

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

- Signposting/marker posts,
- Scrub clearance,
- Hatched area afternoon ride,
- Dog control.

6. ISSUES RAISED FOR CONSIDERATION

To discuss any issues raised by representatives to the Committee. At the time of publication of this agenda, no items had been requested.

7. ITEMS FOR THE ATTENTION OF THE CONSERVATORS

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

**MATTERS ARISING FROM THE LAST MEETING AND OTHER ITEMS
OF INTEREST**

Report of the:	Clerk to the Conservators
Contact:	Tim Richardson
Annexes/Appendices (attached):	None
Other available papers (not attached):	Minutes of the meeting of the Committee held on 18 September 2017

Report summary

The Committee is asked to note the current situation on issues raised previously, and other matters of interest.

1 Public consultation for parking on land in front of the Derby Arms Public House – Minute 6 a) & b)

- 1.1 A public consultation on a proposal submitted by Epsom Downs Racecourse to the Conservators for approval for non-racing event related parking was held from 30 January – 28 February 2018. This was made available on the Borough Council's website and communicated to members of the Consultative Committee and Ward Councillors. It was also detailed in the Council's e-Borough Insight publication.
- 1.2 The results of the consultation will be presented to the Conservators for consideration.

2 Marking of the Hatched area ride – Minute 6 e) & h)

- 2.1 This area will be clearly marked on the new hack riding map which officers are in the process of producing. Once the grass-cutting season has been reached, the Downskeepers will seek to distinguish the boundary of the area by allowing the grass to grow longer.

3 Hack Sand track – Minute 6 f)

- 3.1 No response has been received from the Horse Race Betting Levy Board.

4 Condition of concrete posts adjacent to the racecourse - Minute 7 a)

- 4.1 The maintenance of these posts is the responsibility of the Racecourse. The Training Grounds Manager is looking into the issue.

5 Works to water mains in the area adjacent to the Derby Arms Public House

- 5.1 In January, Thames Water contacted Surrey County Council (SCC) to request permission to carry out essential works to a water main in the area adjacent to the Derby Arms Public House. SCC believed the area of land to be within its jurisdiction and so granted a works permit to Thames Water. Believing that they had all the necessary permissions, Thames Water proceeded to carry out the works required.
- 5.2 The Downs Manager contacted Thames Water and SCC and informed both organisations that the land was owned by the Jockey Club and required the approval of the Conservators for any works that involved digging or removing soil. SCC subsequently checked other mapping systems, agreed that a mistake had been made and revoked the works permit.
- 5.3 Thames Water then immediately sought permission from the Conservators to complete the works. Approval was granted and an appropriate reinstatement programme was agreed in consultation with the Lower Mole Countryside Project consultant. As a result, the majority of the area has been re-turfed, with the rest having the original top soil raked over it and new grass seed planted. Fencing will remain in place for 3-4 weeks and the Downs Manager will continue to monitor the growth and reinstatement during this period. A site visit has been agreed with representatives of Thames Water at the end of this period to discuss sign-off of the works or further remedial works if necessary.

Ward(s) Affected: College; Woodcote;

REPORT OF THE HEAD DOWNSKEEPER

Report of the: Head Downskeeper
Contact: Robert Harding
Annexes/Appendices (attached): none
Other available papers (not attached): none

Report summary

To receive the report of the Head Downskeeper

1 Staff Training

- 1.1 The two new members of the team have received horse handling training at Newmarket and will also attend a dog handling course, kindly arranged by a member of the Borough Council's Rangers.

2 Hack Riders Map

- 2.1 Work towards the design of a new Hack Ride map is progressing well. Once it has been completed, copies of the map will be delivered to all local yards to help remove any uncertainty which riders have with regard to the areas that they are authorised to use.

3 Winter Program

- 3.1 With the winter coming to an end the Downskeepers are on track with a number of tasks we wanted to achieve. Works to the car parks have been a priority. We have also undertaken woodland management in a few areas, which will benefit both horse riders and other Downs users. With help from an experienced chainsaw operator we have taken down two dangerously leaning trees at the top end of the fibre sand.

Ward(s) Affected: College; Woodcote

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ISSUES CONSIDERED BY THE CONSERVATORS

Report of the:	Clerk to the Conservators
Contact:	Tim Richardson
Annexes/Appendices (attached):	Annexe 1 – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 4 October 2017 Annexe 2 – Minutes of the meeting of the Epsom and Walton Downs Conservators held on 22 January 2018
Other available papers (not attached):	None

Report summary

This report provides the Committee with a summary of items of interest considered at the meetings of the Epsom and Walton Downs Conservators held on 4 October 2017 and 22 January 2018, and the Minutes of those meetings.

1 Introduction

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

2 Events on the Downs – Minute 17

- 2.1 The Conservators approved the events listed.

3 Use of a Dethermaliser for free-flight model aircraft – Minute 25

- 3.1 The Conservators granted approval to the Epsom Downs Model Aircraft Club for the use of Dethermaliser units on free-flight model aircraft operated on the Downs.

4 Epsom Downs Racing season and fencing extensions – Minute 29

- 4.1 The Conservators granted consent to the fixtures and fencing extensions listed.

Ward(s) Affected: College; Woodcote

**Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS
held on 4 October 2017**

PRESENT -

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

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

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

Officers present: Kathryn Beldon (Chief Executive), Richard Appiah-Ampofo (Accountant), Sam Beak (Downs Manager), Brendan Bradley (Chief Accountant), Bob Harding (Head Downskeeper), Samantha Whitehead (Streetcare Manager) and Tim Richardson (Democratic Services Officer)

12 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 17 July 2017 were agreed as a true record and signed by the Chairman.

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

An update on items considered by the Epsom and Walton Downs Training Grounds Management Board had been published as a supplement to the agenda for the meeting.

The report provided updates on the following matters: the Trainers' Open Day, improvements to the Queen's Stand equestrian crossing, Cedar Point stables, the hatched area at the foot of Walton Downs and the number of race horses/winners on the Downs. The Conservators received and noted the report.

14 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST

The Conservators received a report providing an update on issues raised at previous meetings. The report provided updates on the following matters: review of fees for metal detecting licenses and memorial policy fees. The report

proposed that the fees for these items would not be increased in the 2018/19 financial year, and be reviewed in October 2018. The Conservators received and noted the report.

15 REPORT OF THE HEAD DOWNSKEEPER

The Conservators received a report of the Head Downskeeper updating them upon recent issues and activities on the Downs. The following matter was considered:

- a) **Staffing:** The Conservators were informed that the Downskeepers were currently fully staffed.

16 MID-YEAR BUDGET MONITORING REPORT

The Conservators received a report advising them of income and expenditure in 2017/18 as at 31 August 2017, and seeking guidance on the preparation of the budget and precept for 2018/19. An updated Risk Register for the Downs for 2017/18 was also presented.

The Chief Accountant updated the Conservators on the external auditor's review of the 2016-17 accounts, which had been received following publication of the agenda. The auditor had reported that the 2016-17 accounts provided a true and fair view, but had recommended changes to ensure due process is followed in approving the accounts, namely:

- a) **Receipt of final accounts by the Conservators.** The auditor had noted that the meeting of the Conservators on 14 June 2017 had been rescheduled, and that as a result, the Conservators had not received their final accounts until their meeting of 17 July 2017. The auditor highlighted the requirement that the Conservators receive and consider their final accounts before the end of June annually, and recommended that if the June meeting be rescheduled again in the future, it be moved to a date before the end of that month.

The Conservators noted that it was proposed to increase precept contributions by 2.0% in order to achieve a balanced budget in 2018/19. The Conservators were informed that there was a forecast £4,271 use of the working balance in the current year.

Following consideration, the Conservators agreed:

- (1) to note the mid-year income and expenditure position as at 31 August 2017;
- (2) to support the proposed 2.0% increase in precept contributions for 2018-19, for consideration at their meeting in January 2018;
- (3) to note the 2017/18 Risk Register for the Downs.

17 PROPOSED EVENTS ON EPSOM & WALTON DOWNS

The Conservators received a report setting out the details of event applications received for the Downs. The following matters were considered:

- a) **Review of suggested limits for events.** The Conservators noted that the suggested limits for events on the Downs had not been reviewed since they had originally been set, several years ago. Officers were requested to present a review of event limits to a future meeting, for consideration.
- b) **Limit on number of participants for Memory Walk.** The Conservators noted that the application for the Alzheimer's Society memory walk proposed a maximum number of 4,000 participants. The Conservators expressed concern that this number could potentially cause damage to the condition of the ground on the Downs, and considered that it should be limited to a maximum of 2,000 participants. The Conservators requested that the impact of the event be reviewed following it being held, prior to consideration of future applications.

Following consideration, the Conservators:

- (1) Decided to:
 - **Approve** the Mole Valley Orienteering Club orienteering event on Sunday 22 October 2017;
 - **Approve** the Downs Young Athletes Cross Country League on Sundays 5 November, 3 December 2017, 18 February, 4 March 2018;
 - **Approve** the Surrey Cross Country League on Saturday 11 November 2017;
 - **Approve** the Epsom College cross country run on Thursday 23 November 2017;
 - **Approve** the Royal Pigeon Racing Association pigeon racing liberation events on various dates from March to October 2018;
 - **Approve** the First Stride Events Ltd 5k and 10k summer series events on Sundays 25 March, 12 August, 4 November 2018;
 - **Approve** the North Cheam Baptist Church Easter Sunday Service on Sunday 1 April 2018;
 - **Approve** the Rotary Club of Banstead sponsored walk on Sunday 6 May 2018;
 - **Approve** the Round the Borough Bike on Sunday 13 May 2018;
 - **Approve** the Cancer Research UK: Race For Life on Sunday 24 June 2018;

- **Approve** the Round the Borough Hike on Saturday 8 September 2018;
 - **Approve** the Alzheimer's Society memory walk on Sunday 23 September 2018, subject to it being limited to a maximum of 2,000 participants.
- (1) Note the calendar of events for 2018/19.
 - (2) Agree that the existing fees and charges for events on the Downs would remain unchanged for the 2018/19 financial year, and to carry out a review of them in October 2018.
 - (3) Note the fees and charges to be applied to each event.

18 MINUTES OF THE EPSOM AND WALTON DOWNS CONSULTATIVE COMMITTEE

The Conservators received and noted a report presenting the Minutes of the Epsom and Walton Downs Consultative Committee held on 18 September 2017. The report had been published as a supplement to the main agenda document.

The following matter was considered:

- a) **Condition of hack sand track, foot of Walton Downs.** The Conservators considered whether to send a letter to local stables to inform hack riders of the poor condition of the track, and explain that its maintenance was the responsibility of the Horse Race Betting Levy Board.

Members expressed concern that such a letter could give riders an incorrect expectation that the Conservators might undertake works to the track, or imply that they had maintenance responsibility for it, despite that not being the case. It was noted that the condition of the track had continued to deteriorate since it had last been considered. It was also noted that representatives of the hack riding community were already aware of its condition.

Following consideration of this, the Conservators decided not to write to local stables regarding the issue until there was further news regarding its maintenance that could be reported.

19 OUTSTANDING REFERENCES

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

20 DATES OF MEETINGS IN 2018

The Conservators noted that the dates of their normal meetings to be held in 2018 were as follows:

- Monday 22 January 2018 at 18.00 hours

- Monday 16 April 2018 at 18.00 hours
- Monday 18 June 2018 at 18.00 hours
- Monday 8 October 2018 at 18.00 hours

The meeting began at 6.00 pm and ended at 6.38 pm

COUNCILLOR LIZ FROST (CHAIRMAN)

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**Minutes of the Meeting of the EPSOM AND WALTON DOWNS CONSERVATORS
held on 22 January 2018**

PRESENT -

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

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

Absent: Councillor Rekha Bansil and Councillor Jan Mason

Officers present: Kathryn Beldon (Clerk to the Conservators), Richard Appiah-Ampofo (Accountant), Brendan Bradley (Chief Accountant), Sam Beak (Downs Manager), Bob Harding (Head Downskeeper), Samantha Whitehead (Streetcare Manager) and Tim Richardson (Democratic Services Officer)

21 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of the Epsom and Walton Downs Conservators held on 4 October 2017 were agreed as a true record and signed by the Chairman.

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

The Conservators noted an update on items considered by the Epsom and Walton Downs Training Grounds Management Board (TGMB).

The report provided updates on the following matters: horses in training on the Downs, the equestrian crossing outside the Queen's Stand, the Business Improvement District, and an inspection of the gallops/schooling facilities by the British Horseracing Authority.

23 MATTERS ARISING FROM PREVIOUS MEETINGS AND OTHER ITEMS OF INTEREST

The Conservators received a report providing an update on issues raised at previous meetings. The following matter was considered:

- a) **Public consultation on proposal for parking on land in front of the Derby Arms Public House.** The Conservators were informed that the

final version of the consultation document would be circulated to all members within the next few days. Following this it would be made available on the Council's website, and representatives on the Epsom and Walton Downs Consultative Committee, local ward councillors and local residents associations would be notified of how to access it. It would also be included within the Council's Borough Insight magazine.

24 REPAIRS TO WATER STAND-PIPE ON TRAVELLERS SITE

The Conservators received a report setting out works that were necessary to the water supply pipes located within the travellers' site on Epsom Downs.

The Conservators were informed that ownership and maintenance responsibility for the pipes were held by the Racecourse, as landowner. However, the pipes were used solely to supply water to the Derby travellers' site provided on the Downs under Section 16 (1) of the Epsom and Walton Downs Regulation Act 1984.

Members expressed the view that if the Conservators agreed to contribute towards the costs, this would be for the current works only and that future maintenance responsibility for the pipes should remain solely with Epsom Downs Racecourse.

Following consideration, the Conservators:

- (1) Noted the repair works necessary to the water pipes located within the travellers' site as detailed in paragraphs 2.1 and 2.2 of the report.
- (2) Noted the legal position in terms of responsibility for the water pipes and agreed to contribute 50% to the cost of the repairs, subject to the cost of the works falling within the range stated within the report (of £2,800 - £4,650 + VAT). This agreement was subject to future maintenance responsibility for the water pipes being held solely by Epsom Downs Racecourse.

25 USE OF A DETHERMALISER FOR FREE FLIGHT MODEL AEROPLANES

The Conservators received a report presenting a request from Epsom Downs Model Aircraft Club (EDMAC) for permission for its members to use a radio controlled dethermaliser for free flight model aeroplanes on land designated for the flight of free flight planes. An image of dethermaliser equipment was circulated at the meeting, and a sample dethermaliser hand unit was displayed alongside a radio controlled aircraft handset, to demonstrate the difference in size.

The following matters were considered by the Conservators:

- a) **Purpose of dethermaliser.** The Conservators were informed that the use of a dethermaliser unit enabled a free-flight model aeroplane operator to better control the location and manner of their model's landing. This would

assist in avoiding potential collisions and in ensuring that model aircraft remained within the designated area.

- b) **Awareness.** It was noted that there was a potential conflict caused by the use of dethermaliser handsets for free-flight model aircraft as they might be mistakenly perceived as being radio-controlled aircraft. If this occurred, it could lead members of the public to mistakenly believe that radio-controlled model aircraft could be operated from a wider area than actually permitted. It was recommended that to avoid this, any member of EDMAC using a dethermaliser should wear an identifiable armband whilst operating their model aircraft on the Downs.

Following consideration, the Conservators:

- (1) Agreed to allow Epsom Downs Model Aircraft Club (EDMAC) members the use of a radio controlled dethermaliser for free flight model aeroplanes on land designated for the flight of free flight model aeroplanes.
- (2) That all members of EDMAC wishing to use a dethermaliser must wear an identifiable arm band.
- (3) Agreed to delegate the design of the armband to the Clerk in consultation with the Chairman.

26 CABLING WORKS ON THE DOWNS

The Conservators received a report presenting a proposal from Epsom Downs Racecourse to carry out cabling works in and around the area known as Car Park 2 (Owners and Trainers).

A revised plan of the proposed route for the cabling was circulated by Simon Durrant at the meeting and replaced the copy included in the original agenda pack. The revised plan highlighted the route of the cabling as a black line.

Simon Durrant informed the Conservators that the proposed works would be undertaken by an experienced contractor who was aware of the need to work sensitively around racehorse training times. Most of the work would be undertaken after 12 noon daily, and banksmen would be in place to warn the workforce of approaching racehorses. It was anticipated that works would take around 2 weeks to complete. Following completion of the works, the ground would be returned to its original condition.

Following consideration, the Conservators:

- (1) Granted approval under byelaw 2. (i) for the necessary cabling works set out in Annexe 1 to the report and the revised plan.

27 REPORT OF THE HEAD DOWNSKEEPER

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

28 BUDGET 2018/19

The Conservators received a report seeking approval to the 2018/19 budget and to the amounts to be recovered from the constituent bodies. The following matter was considered:

- a) **3.1% precept increase and car park maintenance.** The Conservators were informed that a 3.1% increase in the precept from the constituent bodies was proposed, rather than the 2.0% increase supported at the October 2017 meeting. This was necessary to maintain a balanced budget due to increased car park maintenance costs in light of the scarcity and higher cost of raw materials used (road planings).

The Conservators noted that an alternative approach to the maintenance of the car parks was detailed in paragraph 3.4.2 of the report, which would involve enhancing all car parks with tarmac at an estimated cost of £30,000, followed by an increased annual maintenance cost. The Conservators considered that they did not wish this option to be further explored at present.

Following consideration, the Conservators:

- (1) Agreed the budget for 2018/19 as set out in Annexe 1 to the report, including a request for a 3.1% increase in precept from the constituent bodies as follows:

- Epsom and Ewell Borough Council: £234,960
- Epsom Downs Racecourse: £117,470
- Epsom and Walton Downs Training Board: £39,160

29 EPSOM DOWNS RACING SEASON 2018

The Conservators received a report informing them of the dates of race meetings in 2018 and presenting a request from Epsom Downs Racecourse for extensions to the periods permitted for fencing.

Following consideration, the Conservators:

- (1) Noted the dates of the 2018 racing season for Epsom Downs detailed in paragraph 1.1 of the report, and granted their consent to the following meetings in accordance with section 14 of the Epsom and Walton Downs Regulation Act 1984:
 - Thursday 5 July (Evening)
 - Thursday 12 July (Evening)
 - Thursday 19 July (Evening)

- Thursday 2 August (Evening)
- Sunday 30 September
- (2) Noted that Epsom Downs Racecourse has applied to Surrey County Council for the temporary suspension of Footpath 50 as detailed in section 3 of the report.
- (3) Approved an application from Epsom Downs Racecourse for consent under the Byelaw 2 (i) (a) to bring forward the start of the fencing period for the Upper Tattenham Enclosure and Lonsdale Enclosure for the Derby festival to 14 May 2018.
- (4) Approved an application from Epsom Downs Racecourse for consent under the Byelaw 2 (i) (a) to extend the fencing period for the Lonsdale Enclosure to enable fencing to remain in place between the dates of 13 – 20 June 2018.

30 OUTSTANDING REFERENCES

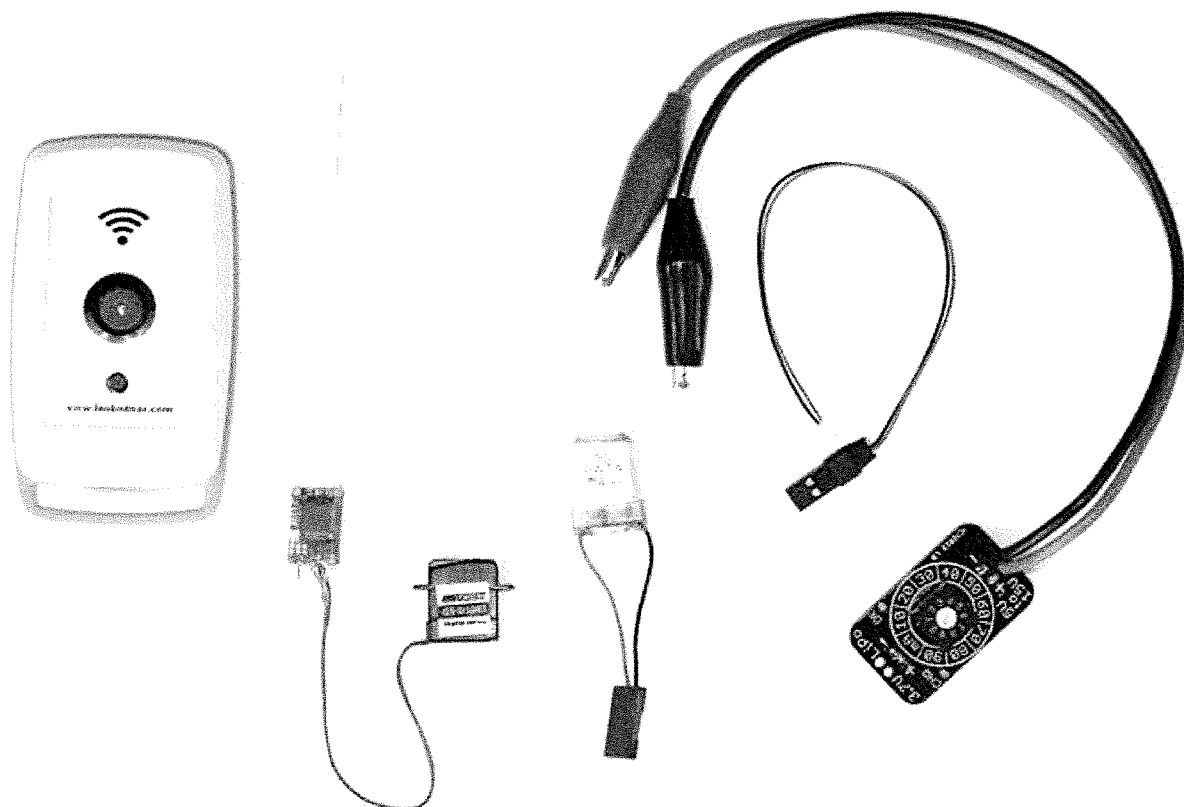
The Conservators received and noted the position of their outstanding references. The following matter was noted:

- a) **Maintenance of hack sand track, foot of Walton Downs.** The Clerk informed the Conservators that through working with the TGMB, contact had been made with the Horserace Betting Levy Board, but a response to previous correspondence had not yet been received.

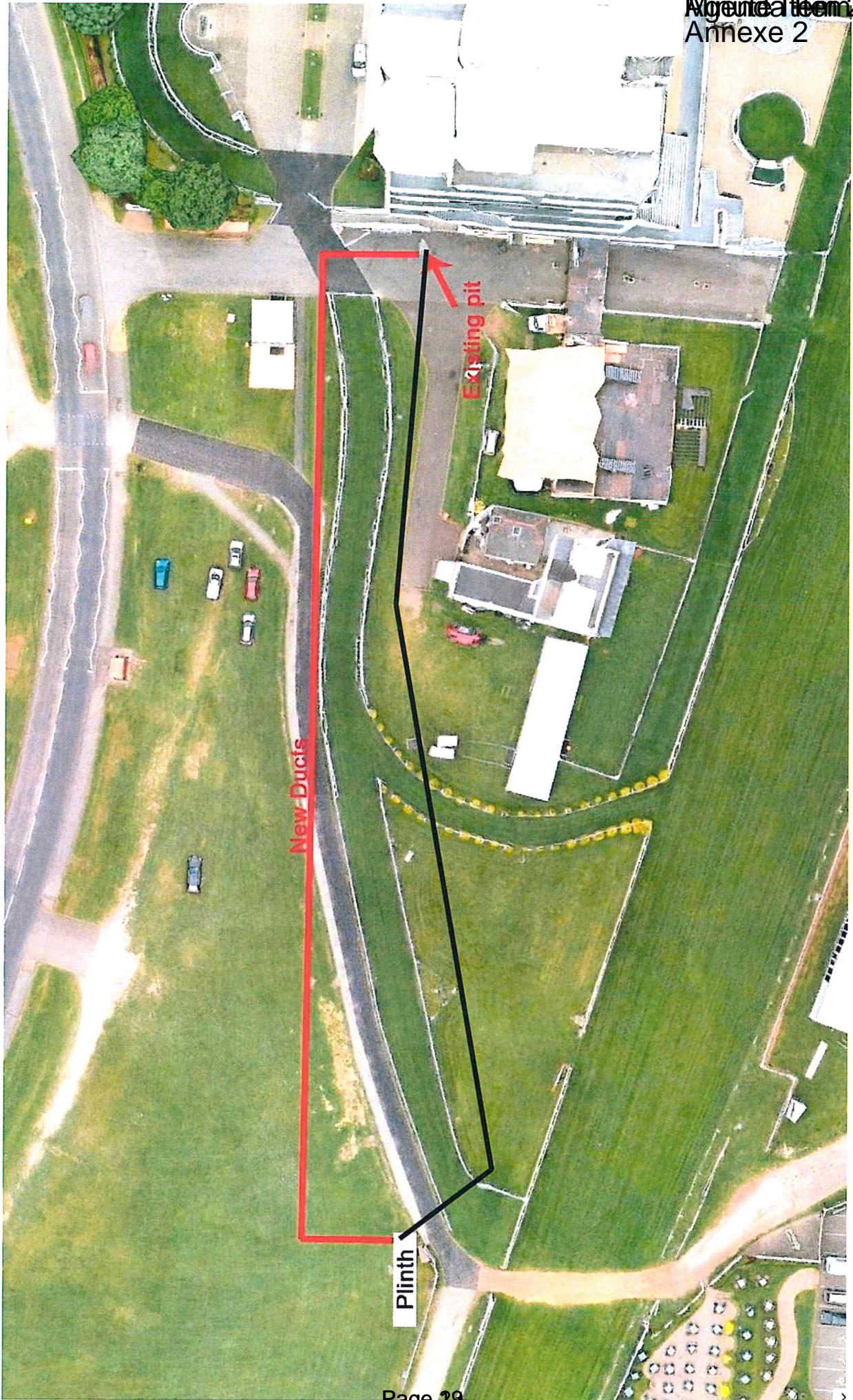
The meeting began at 6.00 pm and ended at 6.45 pm

COUNCILLOR LIZ FROST (CHAIRMAN)

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