

**Minutes of the Meeting of the NONSUCH PARK JOINT MANAGEMENT  
COMMITTEE held on 24 January 2022**

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**PRESENT -**

Councillor David Reeve (Epsom & Ewell Borough Council) (Chair); Councillors Jenny Batt (London Borough of Sutton), Kate Chinn (Epsom & Ewell Borough Council), Chris Frost (Epsom & Ewell Borough Council), Peter Geiringer (London Borough of Sutton) and Jill Whitehead (London Borough of Sutton)

In Attendance:

Absent:

Officers present: Jackie King (Director of Corporate Services), Mark Shephard (Head of Property and Regeneration), Tony Foxwell (Senior Surveyor), Samantha Whitehead (Streetcare Manager), Brendan Bradley (Head of Finance), Jay Ali (Accountant), Emma Hill (Principal Programme Manager), Mark Dalzell (Parks Manager, London Borough of Sutton) and Stephanie Gray (Democratic Services Officer)

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**13 QUESTION TIME**

No questions were asked or had been submitted by members of the public.

**14 DECLARATIONS OF INTEREST**

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

**15 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting of the Nonsuch Joint Management Committee held on 18 October 2021 were agreed as a true record and signed by the Chair

**16 NJMC FINANCE REPORT & BUDGET 2022/23**

The Committee received a report providing an updated forecast for 2021/22 and seeking the Joint Management Committee's approval of both the 2022/23 budget and the recommended precept to be levied on the constituent authorities.

The following matters were considered by the Committee:

- a) **Increase in the price of electricity/gas:** the Committee noted that currently, these costs are fixed at a favourable rate, and that the proposed increase in Council contributions of 3.1% is expected to be sufficient for 2022/23. It was, however, acknowledged that this is a risk area due to volatility in the global environment, which is unpredictable and will be monitored. It was also noted that most costs for electricity/gas are re-charged to tenants. Should costs remain high or increase further, the impact will be reported through budget monitoring and if necessary, addressed in the 2023/24 budget.

Following consideration, it was resolved to:

- (1) **Note the latest 2021/22 forecast position;**
- (2) **Agree the revenue budget for 2022/23 as set out in Appendix 1 of the report;**
- (3) **Agree to seek contributions of £106,640 from both Epsom and Ewell Borough Council and the London Borough of Sutton for the financial year 2022/23.**

17 NONSUCH PLANNED MAINTENANCE REPORT UPDATE AND NEW PRIORITY WORKS FOR 2022-23

The Committee received a report which provided an update on the 2021-22 priority planned maintenance programme including the additional Health & Safety works undertaken during the year and seeking approval for the forthcoming 2022-23 priority planned maintenance works.

The Committee considered the following matters:

- a) **Sparrow Farm Road access gate:** it was noted that the proposed work will include removal of the bollard, as well as replacing the existing gate with a larger access gate to improve pedestrian accessibility for all park users and to avoid vehicle impacts.
- b) **Repairs to roof:** it was noted that major works had been done on the roof over the previous 10 years and that only a few areas of the roof will need attention in the coming year.

Following consideration, it was resolved:

- (1) **To note the progress of the current works, including the additional Health and Safety works carried out during the year.**
- (2) **To approve the proposed planned maintenance priority works for 2022-23.**

**18 FUTURE DATES FOR MEETINGS OF THE NONSUCH PARK JOINT MANAGEMENT COMMITTEE**

The Committee received a report regarding the dates for meetings of the Joint Management Committee for the 2022/23 Municipal Year.

Following consideration, it was resolved to:

**(1) Approve a schedule of meeting dates for the 2022/23 Municipal Year as follows:**

- a) Monday 20 June 2022 at 10.00 hours**
- b) Monday 17 October 2022 at 10.00 hours**
- c) Monday 23 January 2023 at 10.00 hours**
- d) Monday 27 March 2023 at 10.00 hours**

**19 COMMITTEE WORK PROGRAMME**

The Committee received a report which accompanied an indicative Work Programme for the Nonsuch Park Joint Management Committee to consider. The Work Programme includes the additional Work Plan items that Members of the Committee have requested be undertaken alongside the business-as-usual management of the park.

Included in the report are also the likely future repairs and maintenance items with indicative fee estimations.

A priority rating system has been included to help Members determine which items will be progressed first as resources allow, together with a recommendation on the Work Plan items for progression initially and the likely indicative costs of proceeding with each.

The following matters were considered by the Committee:

- a) Heritage Lottery Fund:** it was noted that in order to apply for funding, a management plan would need to be drawn up. A management plan that had been drawn up in 2019 would be reviewed to determine how much work is still required to finalise it.
- b) Visitors' Survey:** work will also be done to review examples of Visitors' Surveys to determine if any of these could be built on for use at Nonsuch Park. A variety of distribution methods would be used to circulate the survey.
- c) Updating of Byelaws:** it was noted that model byelaws would probably be best suited to the park and would be the most cost- and time effective.

- d) **Queen's Green Canopy:** it was noted that the Acer Walk which has already been planted, will be entered on the map on the Queen's Platinum Jubilee website. A plaque will also be put up.
- e) **Car parking arrangements in the Park:** it was noted that this is a high priority, medium term item. Work would be done to possibly include this item as part of the visitors' survey, and also to investigate the possibility of applying for CIL funding.

Following consideration, it was resolved to:

- (1) **Approve the attached Nonsuch Park Joint Management Committee Work Programme, including the proposed prioritisation of individual Work Programme items within it.**
- (2) **Note the following actions prioritised for progression:**
  - (a) **Visitor Survey**
  - (b) **Park Management Plan**
  - (c) **Covid 19 Memorial in the Park – officer time in implementing the CIL funded scheme**
  - (d) **Queen's Green Canopy – officer hours cost in implementing the tree planting scheme**
  - (e) **Investigating eligibility to apply for potential sources of funding for the Park**
- (3) **Approve a budget of up to £11,169 to undertake the Work Programme items initially recommended for prioritisation and as set out in 2, above.**
- (4) **Note that officers will provide regular updates on the budget position, as some of the costs included in assessing a £11,169 budget requirement are based on fee estimations and not exact fee quotes and therefore may be subject to a degree of variance.**

## 20 EXCLUSION OF PRESS AND PUBLIC

Under Section 100(A)(4) of the Local Government Act 1972, the Committee passed a resolution to exclude the public from the meeting for Part Two of the Agenda on the grounds that the business involved 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 outweighed the public interest in disclosing the information.

**21**      **PROPERTY UPDATE**

The decision for this item is recorded in a separate (not for publication) restricted Minute.

*The meeting began at 10.00 am and ended at 11.46 am*

COUNCILLOR DAVID REEVE (CHAIR)