

These are draft minutes and are subject to approval at the next meeting.



## HIGHWAYS & TRANSPORTATION COMMITTEE MEETING

8.00 p.m. on Thursday 18<sup>th</sup> June 2015

Village Hall Committee Room

*Minutes*

**Present:**        **Councillors** - Ken Huddart (*Chairman*), Geoff Herbert, Bill Chilcott, Bernadette Pearce, Tony Shearman, Gary State, Mark Sugden (*ex-officio*)  
                      **Co-opted members**- Caroline Stevenson, Kate Hallett

**1. To elect a Chairman.**

Cllr Huddart was elected chairman unanimously

**2. Apologies for absence**

Cllr Wang and Shirley Round. These were accepted

**3. Declarations of Interest in items on the agenda**

**Cllr Huddart** declared he is Chairman of the Trustees of Claygate Village Hall Association, President of the Claygate Village Association and Acting-Chairman of the Claygate Conservation Areas Advisory Committee.

**Cllr Chilcott** declared he is a member of the Kingston branch of the Ramblers' Association.

**Cllr State** declared he is a business owner with a business in The Parade and a representative on the Elmbridge Business Community Network.

**Cllr Pearce** declared she is an employee of Merrist Wood.

**Cllr Sugden** declared he is a member of Claygate Village Association and Trustee of the Claygate Recreation Ground Trust.

**4. To elect a Vice Chairman**

It was unanimously agreed to defer this election to the next meeting

**AP1 – Election of Vice Chairman 20 August 2015 meeting.**

**5. To consider the constitution of the Committee.**

Caroline Stephenson and Kate Hallett co-opted onto the committee.

**Cllr State** to publish a notice calling for a co-opted member to support the committee on cycling issues

**6. To consider the remit of this Committee.**

A discussion was held around the current remit and it was felt some improvements could be made. The remit was not approved.

**AP2 Cllrs Huddart, State and Shearman to lead a redraft for presentation to the next meeting.**

**7. To review the Risk Assessments relevant to this Committee**

The risk assessments for the committee were agreed

**AP 3 The Parish Clerk / Interim Administrator to request updated guidance from SSALC on risk assessments**

**8. Minutes of the last Meeting**

The minutes of 30<sup>th</sup> April 2015 were approved and signed by the Chairman.

**9. To report on the actioning of items from previous minutes.**

**AP10.** Closed. Woodstock Lane horse crossing. See item 9

**AP11** Highway Ownership Cllr Huddart has yet to check whether maintaining a highway creates ownership.

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**AP12** Closed. Glaring light at station Cllr Hallett formally raised the issue with Southwest trains but there has been no response. To be revisited if we receive any complaints.

**AP13** Closed. Margaret Hicks attended the Village Meeting.

**AP16** Dumping at back of station car park. Cllr Hallett formally raised the issue with Southwest trains but there has been no response

**AP17** Closed: Quotation for tree pit at 22 Claremont Road. See Item 12

**AP18** Closed: Fault report raised

## **10. To discuss Bridleway proposals & rights of way, including Woodstock Lane South Horseride and Action if necessary.**

### a) Woodstock Lane South Horse Ride.

Recent dry weather means that the horse ride is in good condition. The chairman has notified Surrey C.C. Rights of Way of the need for maintenance to repair past waterlogging damage, particularly in the middle section, where it is part of FP31. There has been no response. It was noted that Surrey CC have no obligation to make repairs to footpaths and in the past the Parish Council has provided funding to ensure the works are done.

It was proposed that the committee authorise the chairman to seek a budget for the works from Surrey CC and spend up to £1,500 for repairs to FP31.

Proposed Cllr State. Seconded Cllr Pearce. Approved unanimously.

### b) Woodstock Lane horse crossing.

Borough Cllr Marshall continues to arrange for refurbishment of the horse crossing.

### c) Old Claygate Lane

A quote for strimming has been received of £170 + £20 fuel +VAT.

Proposed to accept the quote and instruct the work, Cllr State. Seconded Cllr Herbert, Approved by six councillors, one abstention.

## **11. Cycling**

It was noted that Surrey CC has published an unfunded draft cycling strategy

## **12. Public Transport**

### a) Bus shelters, Routes & Bus Stops

The results of the Surrey CC Bus Survey were noted, The findings have very little impact on Claygate.

### b) Trains & Claygate Station

Previous requests for a second ticket machine on the London-bound platform have been rejected by Southwest trains on economic grounds.

**AP4 Chairman to write again to request reconsideration.**

## **13. Liaison with Surrey CC**

### a) Road Maintenance and Footpaths

It was noted that Highways England plans to resurface the A3 in low-noise surfacing material in financial year 2017/18. The committee noted their thanks to Borough Cllr Marshall for her work in securing this commitment.

The Parish Council has licences for 3 grit bins; Station Approach/Hare Lane junction, the back of the Foley triangle and the corner of Firs Verge/Dalmore Avenue.

**AP5 – Cllr Shearman to seek quotes for the provision of the bins & supply of grit**

### b) Highway Trees

Following Surrey CC removal of a diseased tree in Claremont Road the Chairman has sort three quotes from Surrey CC approved contractors to cut a new tree pit in the footway asphalt for the replacement tree. Two declined to bid and the third quoted £687.50 plus VAT, which is significantly beyond our annual tree planning budget.

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It was agreed the Chairman should speak to Margaret Hicks following her agreement at the Village Meeting that Surrey C.C. would replace as many trees as were originally present.

**AP6 – Chairman to contact Margaret Hicks to request Surrey CC replace the tree**

c) Street Lighting

Cllr Sugden continues liaison with Skanska over small snagging issues around the village

**14. Parking**

a) Off Street Parking

Agreed to raise again the request for the first half hour free in the Village car parks.. this is an ongoing request resulting from the overwhelming support in last year's village-wide parking survey.

**AP7 – Chairman to raise at next Elmbridge Liaison Meeting**

It was noted that use of both Torrington Lodge and Hare Lane (Champions) car continues to rise.

**Meeting was suspended for 5 minutes at 21:55.**

**Meeting reconvened at 22.00**

b) On-street parking.

At the Village Meeting, Margaret Hicks (Surrey CC) reiterated her view that there was an excessive accumulation of parking controls. This accords with the Parish Council policy that any extra controls should be co-ordinated and part of a village-wide approach. The council will continue discussions to ensure the village's opinions, captured in the parking survey, as accurately represented.

The chairman has received a resident's concern about footway parking. Police enforce only to the extent that the obstruction (to buggies and wheel chairs) is absolute, and Elmbridge B.C. enforces if it is covered with a local parking control (yellow line).

**15. Traffic Calming**

It was noted that press coverage of a recent accident in Hare Lane on the corner of the railway bridge has been attributed by the fire Brigade as due to high speeds in Hare Lane.

**AP8 – Chairman to write to Surrey CC to reiterate the Parish Council's request for traffic calming to Hare Lane between High Street and the railway bridge.**

The Committee thanked Malcolm McKenzie for his work running Community Speedwatch several times a month for several years in conjunction with the police. Malcolm will give up his lead on this work soon and Mark Tymieniecka will be taking over.

**16. Street Signage**

Nothing to report.

**17. To consider input to the Flower Show**

Agreed publicity around low noise surfacing and our discussions with Southwest trains on ticket machines for the station.

**18. Communication of key decisions to residents including input to Courier and the website.**

Nothing reported

**19. Matters for Information Only**

None

**20. Date and place of the next meeting**

**8.00pm on Thursday 20<sup>th</sup> August 2015 in the Committee Room**

Signed.....as a true and fair record of the meeting.

Date.....

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