

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



HIGHWAYS & TRANSPORTATION COMMITTEE MEETING

8.00 p.m. on Thursday 29 August 2013

Village Hall Committee Room

Minutes

Present: **Councillors** - Ken Huddart (*Chairman*), Geoff Herbert, Kate Hallett
 Co-opted members- Caroline Stevenson, Bill Chilcott
 Parish Clerk- Freda Collins
 Cllr Mike Bennison

1. Apologies for absence

Cllr Anthony Sheppard who had a family commitment.
Cllr Mark Sugden who had a family commitment.
David Cowie
These were accepted.

2. Declarations of Interest in items on the Agenda

Cllr Herbert is also a Borough Councillor.
Cllr Huddart is Acting-Chairman of the Claygate Conservation Area Committee.
Cllr Hallett is Secretary to the CVA and an employee of TfL.

3. Constitution of the Committee

No changes required

4. Minutes of the last Meeting

The minutes of the meeting on 27 June 2013 were read and it was agreed to delete the sentence 'We were...nothing' in Item 10a as this was a personal comment.
It was agreed that no personal comments should be included in the minutes.
They were then approved and signed by the Chairman.

5. To report on the actioning of items from previous minutes.

AP24 *Funding for cycle parking at Claygate Primary School.* David Cowie to report.

AP35. *Parking permits* On 3 Jul Cllr Huddart received a reply from Elmbridge saying that parent's permits would be honoured in the am, drop-off time and that the erroneously issued ticket would be cancelled. He replied with thanks.

AP1. *Clerk to circulate amended risk assessments.* Done

AP2. *Cllr Hallett to provide information on K3.* Some provided. Agenda item

AP3. *Cycle rack bollards.* Cllr Huddart did ask Bill Brittan to move three bollards back, leaving one to protect the area in front of the shop door.

AP4. *Heritage Market.* Cllr Sheppard discussed this further with Keya Ashraf but she does not now think there is a business case for (semi-)permanent stalls in the car park or anywhere else in Claygate. She is currently working on a pilot scheme using a private site with no permanent stalls, feeling that it will take too long to get a decision out of Elmbridge. It seems that if this is a success, there might be scope for us and the Ward Councillors to support an application to Elmbridge for a market in the TL Car Park, so long as we felt this was a good use of spare car park space and Elmbridge were also prepared to devote some effort to it.

AP5. *Reduced rate for traders.* Cllr Huddart contacted a trader regarding the requirement for a parking season ticket deal, and received confirmation that the traders do not have one common aim or an agreed representative. Cllr Huddart took no further action. For further discussion see Item 8a

AP6. *Traffic calming.* It was confirmed that Cavendish Drive is not to be refurbished so the opportunity to remove cushions there does not exist. Surrey C.C. has clarified this in the latest draft of the consultation letter, which Mike Bennison has delivered personally.

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AP7. *Old Claygate Lane track* The wet spot repair funding was agreed at the Parish Council. See Item 10.

AP8. *Old Claygate Lane track designation.* Caroline provided the details and Cllr Huddart contacted Slough Farm. See Item 10.

AP9. *Hare Lane Plantlock replanting.* It has been planted but with herbs, so it is green, but with no flowers. It needs weeding.

AP10. *Stevens Lane sign* This was reported on 5 Jul and has now been cleaned.

AP11. *New K3 service* It was agreed to include in the Courier that users of Surrey Abellio cannot use Oyster or special passes before 9.30am but London Abellio users can. As the K3 comes under London Abellio, oysters and passes will be taken prior to 9.30 am as at present. Cllr Huddart did not put the K3 pre 0930 validity of Senior Passes in *The Courier* since the publication was too late to be helpful. Cllrs Huddart, Hallett and Round did provide extensive coverage of the car parking. It was noted that favourable feedback has been received about the Courier article.

6. Public Transport

a. Bus shelters, Bus routes and Bus stops.

i. Cllr Hallett has obtained information about the K3 bus route. All TfL bus routes are subsidised; but the figures for each individual bus route are not given. The reason given in the information for removing the Coverts Road part of the route was because of time and cost. The journey time for every bus route is an explicit incentive. The bus companies want to make the journey times as quick and efficient as possible, so that they are more attractive to passengers. The Coverts Road section was also not financially viable. Unless there is a change in demand in Coverts Road, the bus route will not be extended. Thanks were given to Cllr Hallett for this research.

The meeting agreed that extending the K3 was not a viable solution so other ideas were put forward:-

a. EBC runs a dial-a-ride service. Cllr Herbert will research cost etc of this

AP12 Cllr Herbert to action.

b. Claygate Care no longer operates, but Esher Care will cover Claygate.

c. Perhaps one of the local taxi firms would be prepared to offer a discounted fare during off-peak times for Claygate residents undertaking local journeys.

d. Taxi-share. If a local co-ordinator could be found, then residents may be able to share the cost of a taxi journey.

ii. There were some teething troubles with the new operator, with new drivers needing passenger assistance. Subsequently, there were several instances of wrong destination boards, saying "Esher" instead of "Roehampton Vale", so that intending passengers missed the bus. Cllr Huddart caught a driver changing the board in St. Leonards Road, so was able to make a specific complaint to TfL. The problem seems to have been solved.

iii. The road works in London Road, Kingston, are causing delays and buses missing the stops.

b. Trains

c. Claygate Station

i. David Cowie reported that the sound level of announcements was increased, and can now be heard, unless there is a noisy train in the station. Cllr Huddart confirmed this and has thanked Bill Brittan.

ii. Work has started on lengthening the platforms; the signals have been moved.

iii. There is still light pollution from the new cycle racks. Cllr Huddart did contact Bill Brittan about this, but will chase this matter.

AP13 Cllr Huddart to action.

iv. CIB wants to soften the appearance of the cycle racks by planting climbers up the sides and along the top. They will need to seek permission from SW Trains.

7. Liaison with SCC

a. Road maintenance & footpaths including Highways Localism

i. Surrey C.C. is continuing with its policy of quick (but not necessarily thorough) pothole repair, supplemented by a five year programme of refurbishment, sometimes just surface

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dressing (as in Copsem Lane). In Claygate, this applied to Torrington Road and Meadow Road and seems to have been well received.

ii. It was noted that there are concrete roads in Claygate. They comprise concrete slabs with joints. This gives a bumpy ride. They were overlaid with tarmac which has lifted in places. This makes the roads look unsightly, but the roads are structurally sound. Any potholes where the tarmac has degraded are less than 40mm, so SCC will not repair. If the joints degrade, then SCC will repair these; but the road still looks uneven and the ride is still bumpy.

iii. It was noted that fly-tipping still occurs regularly in Woodstock Lane South. In the Surrey Advertiser there was an article about three villages in Surrey with a chronic fly-tipping problem; but Claygate was not one of them.

iv. It was noted that SCC has done a very poor job of cutting back over-hanging vegetation near the Golf Club.

v. It was noted that there is a drain without a grill in Oaken Lane. Bill Chilcott will report this to SCC via the website.

AP14 Bill Chilcott to action.

Highways Localism

i. Cllr Huddart and Hallett have considered Surrey C.C.'s promotion of Highways Localism. They feel that many of the suggestions would amount to Claygate P.C. carrying out and being only partly grant aided for work, which is currently the sole responsibility of Surrey C.C. We shall have to ask some more questions. At the moment CPC uses leverage to get EBC and SCC to carry out the duties they are supposed to. We have a good working relationship.

ii. Meanwhile there may be some examples wwhich Surrey C.C. is clearly failing to carry out which we could do, and ask for some grant. Highway tree planting is in this category, and already benefits from a shared approach. It could apply to Bill's suggestion of fencing (or installing bollards) at the main tipping point in Woodstock Lane South.

iii. Localism does not apply to street lighting.

iv. Grit bins are included in this scheme. There are sites in Claygate which would benefit from more grit bins; such as outside the Telephone Exchange and the Church and at the top of Ruxley Ridge.

b. Highway Tree Replacement and Maintenance

i. The Tree Wardens believe that they have the start of a reasonable programme this winter. Mostly, we encourage some frontager donations, and restrict full funding to sites that are critical to Claygate's image.

ii. Cllr Sheppard asks us to confirm that the Highway Tree budget can support a replacement tree on Meadow Road Island next planting season. Agreed.

iii. For some years it has been noted that Old Claygate Lane has been losing trees, and requires about five replacements. Cllr Huddart will organise a letter-drop to local residents to see if he can get them involved in donating and/or watering.

iii. Pamela Rider of Oaken Lane reports that the maple outside her house is deemed to be diseased and will be felled; she is able to donate two replacements. The Tree Wardens will vet the offered trees.

iv. A site in Dalmore Avenue opposite Karaheath has been suggested for an extra tree.

v. We still need planting volunteers.

Cllr Mike Bennison arrived at the meeting.

c. Street Lighting

i. The heritage lighting has been changed in the Conservation Area of Foley Road and Claremont Road. Many of the changes being the approved heritage lighting reduced to a reasonable height of 5½m. This gave Cllr Huddart an opportunity of an email dialogue with Skanska. Skanska will further look into the failure to provide promised heritage lighting in the Conservation Area in Beaconsfield Road, including at its junction with Claremont Road. It will not do so in parts of Foley Road outside the Conservation Area. It will provide heritage lighting on The Green, and Cllr Huddart has lobbied that this should include the lights at the north end of Church Road, and in the High Street, which

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are in the heart of the Conservation Area. There seems little prospect of heritage treatment of Elm Road or the bulk of Church Road as this is only 50% in the Conservation Area.

ii. Subsequent to the last meeting, Cllr Huddart was advised that CRGT had not succeeded in getting the Rec lights switched off at night. This remains a matter between CRGT and the lighting contractor, and has nothing to do with the Parish Council.

iii. It was noted that damage has been caused to the base of a streetlight in Trystings Close. This may affect its stability. Caroline will report this to SCC.

AP15 Caroline to action.

8. Parking

a. Off- Street -including encouragement of car park use.

i. The letter to Elmbridge B.C. to set up a follow-up meeting on the use of the two car parks is outstanding.

ii. The leaflet produced by Cllr Hallett to encourage use of Torrington Lodge was available at the Flower Show. When Cllr Hallett returns from holiday she will co-ordinate distribution of more leaflets onto commuter cars surrounding the station. She will also pass on copy documents to Cllr Bennison.

AP16 Cllr Hallett to action.

iii. Cllr Sheppard reports that Keya Ashraf's idea of a heritage market is proving difficult.

iv. Cllr Huddart has not been able to identify a generally acceptable trader plan for reduced rate season tickets. He has been in dialogue with a flat dweller in The Parade, and believes that there may be a case for such people to have a reduced rate season ticket. This may apply to some residents who historically had free parking e.g. Foley Cottages residents in the Old Village car park.

v. Cllr Huddart has received a complaint from a local resident about parking on the footway. It is not known if the Traffic Wardens can issue a parking ticket for this offence, or whether it is only a Police matter. Cllr Hallett will research. *Post meeting note: Elmbridge has advised that enforcement could apply to any existing controls (which are effective to the highway boundary), or a special Traffic Order would have to be made.*

AP17 Cllr Hallett to action.

Traffic Wardens are employed by EBC for SCC on an agency basis. The Police issue parking tickets for yellow lines and Traffic Wardens for time infringements.

If the parking on the footway becomes a serious problem then we will inform PC Bond.

b. On- Street

The 2013 Parking Review is out to consultation, with a response date of 13 Sep 13. It is not on the agenda of, but may be considered by the Elmbridge Local Committee next Monday 2 Sep 13. Cllr Huddart has therefore responded as follows: "We now have your Traffic Regulation Order. We shall identify the response of Claygate Parish Council to this consultation at our H&T Committee meeting tomorrow. Most of this is already known to you, as evidenced by this email thread. Summarising what is below:

- Outside 27 and 32 Dalmore Ave, "No waiting at any time" should extend for 15m on each side of the road.
- In Hare Lane, at the north end of the service road, near no. 97, the reversion of parallel to echelon parking should cover just two bays
- In Foley Road, near its junction with Hare Lane, on the north side of Foley Road, the "No waiting at any time", should be specified as a length, which we would suggest as 15m, rather than the advertised movable description of "at the junction to the entry of the Foley Arms car park". This is particularly the case as the consultation shows additional "No waiting at any time" on the south side of Foley Road round the bend, together creating an unacceptable loss of on-street parking space.

"Additionally, we published the information on your consultation in *The Courier*, which generated concerns from disabled people regarding removal of the second disabled bay from the south end of the Hare Lane service road. Claygate Parish Council is likely to maintain its view that only one bay is needed, but accepts the compromise that the

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proposed second bay may be valuable in the middle of the service road, by Boots, immediately north of the junction with Torrington Close”.

c. Parking Policy

Cllr Huddart has been contacted by a resident regarding our recommendation of using the car parks, which was welcomed, and the problems caused to pedestrians by footway parking in Hare Lane, between The Parade and the railway bridge. He confirmed that this is illegal, but is condoned by police unless there is serious obstruction, and that Surrey lacks the stronger powers that were introduced in London about 1986.

He also responded to a request from The Avenue for a section of double yellow line at a specific point, and has reiterated that this would produce a knock-on effect requiring controls through a large part of Claygate

9. Traffic Calming

9.1 Surrey C.C. is to refurbish Aston Road and The Avenue, and wonders whether to remove the cushions. We responded with an offer to distribute the consultation letter, and said that Claygate Parish Council would prefer the cushions to remain. We decided that the decision not to extend the offer to Cavendish Drive made the proposal unrealistic. Cllr Mike Bennison distributed the letters himself and has the results. In the simplest form, the results indicate that the residents living in the road would prefer the cushions to remain, whilst those driving through the roads would like to see them removed.

The Committee agreed that it would favour the views of those actually living in the road with cushions, and not the views of others. This would include those living in the side roads, since these are through traffic for the roads with cushions, and maybe part of the population whose speeds we want to curb. This view accords with the CPC policy on traffic calming, so we would agree with the residents living in the roads and prefer to see the cushions kept in The Avenue.

It was noted that there were requests for tables instead of cushions, but the only options is for leaving/removing the cushions. Cavendish Drive was included in the survey, but no work is scheduled for this road.

9.2. A resident of Oaken Lane would like to have a chicane created by use drain inspection pipes, with planting, placed on alternate sides of the road as a chicane. The proposal will not be taken further, since Oaken Lane does not have sufficient reported accidents to be able to persuade Surrey C.C. to accept the cost and the odium from motorists.

10. Bridleway Proposals & Rights of Way

10.1 Following the Committee's decisions, Cllr Huddart has authorised Gerald Abrahams to carry out remedial works to the wet patch in Old Claygate Lane. The specification is basically his original quotation, and his then revised price, which he is prepared to honour without further change. Cllr Huddart will have to clarify some details of the specification so as to avoid confusion; he has circulated the result to the Committee. Although scalplings were offered by Surrey C.C., those they had in mind would have come from Meadow Road and Torrington Road. Unfortunately the binder was tar, which is now considered to be a hazardous chemical, so Surrey C.C. discarded them.

So Gerald is clearly aware that he has to provide the scalplings, as quoted.

10.2 During a site-visit, it was noticed that grass cuttings had been tipped into the ditch on the Slough Farm side, causing it to block. This could contribute to a secondary wet patch south of the sleeper bridge. The farmer at Slough Farm agreed that the tipping was unacceptable and would rectify it.

10.3 The Committee has decided that we should seek designation of the track as a Footpath. Advice from Surrey C.C. RoW team was that this would be better achieved by designation by the frontagers, rather than the Parish Council making an application, which would then be decided by a legal inquiry, regardless of the requirements. Cllr Huddart contacted one of the frontagers, the Slough Farm farmer, who was supportive, subject to the views of his landlord. Regarding the decision as to whether it should be a Footpath or Bridleway, he was adamant that he wished to exclude horses, which cantered up there and disturbed the horses in his fields. He is even prepared to provide a kissing gate at the Old Claygate Lane terminal, all of which supports our wish. Cllr Huddart has forwarded all the information to the other frontager, Surbiton Golf Club, which will deal with it next week, and hope that it also will be willing to make a designation.

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10.4 SSALC circulated a link to the Countryside Access Annual Report. Cllr Sheppard noted that the inspection regime for structures was being reduced, and asked if it mattered. It is believed that the statement has no significant impact on Claygate. We have only one under-bridge on the Designated Network, on the path from Gordon Road to Arbrook Common. This does receive some maintenance and we can report it if looks to be in trouble. Most other bridges are owned by other organisations such as the Station Road tunnel under the railway which is owned by the railway. There is also a culvert under Telegraph Lane, blocking of which causes overflowing of the ditch on the East side; it gets periodic attention (although not really successful) from Surrey RoW. Cllr Mike Bennison has put money into the resurfacing. It was noted that if the culvert was really cleared out, less money would be needed.

10.5. It is believed that a Pegasus crossing is to be provided for the horses to cross Copsem Lane. This move is supported by the new Claygate Riding Club.

10.6 CPC has not yet been billed for the work on B/W 32.

11. Cycling

Some time ago David Cowie raised the idea of a cycle ride around Claygate; we do not know if this has been progressed. It was agreed that a leaflet similar to that of the Heritage Trail could be produced by CPC, showing walks, cycle routes and bridleways. Claygate is ringed by many routes; but not all residents are aware of them. The leaflet could be paid for by CPC. It was agreed to consult Vanessa Relleen as she was involved in the production of the Heritage trail leaflet.

12. Street Signage

A street sign was obscured by vegetation in Red Lane so Cllr Huddart reported this. SCC has carried out some remedial work, but will do a better job after the nesting season.

13. Website & Courier

13.1 It was agreed to put forward the alternatives for residents in Claygate not served by the K3 bus route (Item 6a). We could also ask residents for their ideas. Cllr Huddart will write the article.

13.2 Cllr Hallett will send a copy of the 'parking' flyer to Cllr Coomes to put on the website.

14. Matters for Information Only

None

15. Date and place of the next meeting

8.00pm on 31 Oct 2013 in the Committee Room

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

Date.....