

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



HIGHWAYS & TRANSPORTATION COMMITTEE MEETING

8.00 p.m. on Thursday 13 February 2014

Small Village Hall

Minutes

Present: **Councillors** - Kate Hallett (*Chairman*), Geoff Herbert, Anthony Sheppard
 Co-opted members- Bill Chilcott, Caroline Stevenson, David Cowie
 Parish Clerk- Freda Collins
 2 members of the public

1. Apologies for absence

Ken Huddart (with reason)
Mark Sugden (with reason)
These were accepted.

2. Declarations of Interest in items on the Agenda

Cllr Herbert is also a Borough Councillor.
Cllr Hallett is Secretary to the CVA and an employee of TfL.

3. Constitution of the Committee

No change.

4. Minutes of the last Meeting

The minutes of the meeting on 19 December 2013 were approved and signed by the Chairman.

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

AP27 *Suspended stop sign.* Gone.
AP28 *Second ticket machine.* Outstanding
AP29 *List of footpaths needing repair.* Outstanding
AP30 *Meeting with EBC re car parking.* Arranged for 6 March. As Cllr Sheppard was the only CPC councillor attending, the Borough Councillors will be invited. Cllr Herbert will go.
AP33 *dirty street sign* Outstanding

All other action points have been completed or are agenda items.

6. Public Transport

a. Bus shelters, Bus routes and Bus stops.

A resident in The Causeway has complained about the bus stop outside her house as people waiting for the bus sit on her wall. The footpath is too narrow to allow a bench or shelter. It has been suggested that she take this matter up with TfL.

b. Trains

The work on the platforms continues.

c. Claygate Station

No reply has been received to the email sent by Cllr Huddart to Bill Brittan after Christmas regarding the need to shade the lights for the new cycle racks or about the second ticket machine.

AP34 Cllr Hallett to chase.

The waiting rooms have been refurbished, but the workmen damaged the flower beds whilst they were working. CIB is in contact with SW Trains about this.

Caroline Stevenson arrived at the meeting.

8. Liaison with SCC

a. Road maintenance & footpaths

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- i. It was noted that there is a now a Project Horizon for footpath repair. It was suggested that we produce a list of those footpaths in need of repair; this awaits action by Cllr Huddart.
- ii. Surrey have advised that scheduled road repairs have been deferred as the gangs are required to deal with flooded roads.
- iii. It was noted that parts of the footpaths in Torrington Road and Dalmore Avenue are in a poor state of repair due to tree roots.
- iv. Nick Healy has agreed that the dropped kerbs suggested by this Committee will be a good idea. He asked if we could use our CIL money to fund this project. As we have not yet received any CIL funding, Cllr Huddart has approached Cllr Mike Bennison for money. It is believed that work is already underway in Oaken Lane.

b. Highway Tree Replacement and Maintenance

i. The location of the replacement trees in Trystings Close has been agreed. Surrey C.C. offered to replace the two oak trees, which it felled. It is willing to fund the Council to do this to the level that it would pay its normal suppliers. Cllr Hallett will check how much SCC will pay.

AP35 Cllr Hallett to action.

ii. Residents have offered to pay for two Himalayan birch trees to be planted in the HGS in The Causeway. The site was inspected to ensure that the trees would not affect sightlines. They will not, so the trees will be planted.

c. Street Lighting

- i. Skanska replaced the streetlights in the Firs verge, installing two silver feeder pillars and digging trenches which damaged the grass and destroyed plants and bulbs. Their contract does not require them to restore or pay compensation for any damage caused. Cllr Mike Bennison has kindly agreed to fund £200 to replace bulbs and shrubs. We are not allowed to paint the feeder pillars to disguise them, so shrubs will be planted near them to mask them. Cllr Huddart has expressed concerns to Surrey about the poor provision in the Skanska contract to make good such damage and visual intrusion.
- ii. There remain some lights which have not been replaced; such as those in alleyways; for example the alleyway between Loseberry Road and Station Road. It was agreed to compile a list of outstanding lights which need replacing. Cllr Herbert has already reported some of the problems. He has already reported a problem with the light in the alleyway from Elm Road to the Roundway. He will check this and report if still defective.

Post meeting note from David Cowie

- i. *The alleyway behind Capelfield Surgery (between Elm Road and The Roundway) has 4 street lights. These are all of the older, orange variety.*
- ii. *The 2 closest to Elm Road are both missing their glass cover but are working.*
- iii. *The alleyway between the Roundway and Telegraph Lane has 2 new street lights (white light). However these do not have identification numbers, nor have their bases been tarmacked in.*
- iv. *The alleyway between Oaken Lane and Torrington Road has 1 new street light (white light). However this does not have an identification number, nor has the base been tarmacked in.*

AP36 Cllrs Herbert to report.

iii. In The Parade, Skanska decided to replace the columns, which it had previously regarded as fit for purpose. An Elmbridge BC grant will meet most of substantial cost, the remainder being shared between the Parish Council and Mike Bennison's account in Surrey C.C. The grant of £500 has already been received from SCC.

iv. Bill Chilcott tried to report a leaning street light in Coverts Road to SCC using the website. He was informed that he should notify leaning street lights on the emergency number, but he was unable to get through on this number. He has reported the problem on the website. It was agreed to bring the lack of response to the emergency number to the attention of Mike Bennison.

Post meeting note from Bill Chilcott:-

As the Surrey website advised, I called the emergency number, 0300 200 1003. This is for any kind of emergency in Surrey. I got a response like "all our agents are busy at the moment, but your call will be dealt with eventually". I waited for several minutes but there was no other reply. This was about 3pm on Wednesday 12th. I then reported it via the website instead. For sometime it didn't appear under the "track" function, but now it does, and the work is said to be due by 20th Feb.

AP37 Cllr Hallett to report.

8. Parking

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

i. Cllr Huddart has arranged a meeting with EBC on 6 March 2014 to consider car parking in Claygate.

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ii. The leafleting about the use of the car parks was carried out. It was agreed to repeat this exercise when the weather is more reasonable.

iii. It was noted that the car parks are still included on the SCHLAA report as potential for development. It was agreed to maintain a strong line with EBC about this matter. EBC must recognise that the Claygate car parks are a valuable resource and of benefit to the village, they cannot be seen just in terms of profit and loss. The cost of the car parks will be included in the parking survey being currently drafted by CPC.

b. On- Street

i. A flyer has been drafted for Foley Road and surrounding roads to inform residents about what CPC is doing about their parking problems and to call the Police in cases of obstruction. Cllr Hallett will arrange for printing and then this will be distributed in the next week.

AP38 Cllrs Hallett & Sheppard to action.

ii. The parking survey has been drafted and was circulated to members of the Committee. Suggestions for improvements were made, and noted by Cllr Sheppard. It was agreed that, in addition to all residents being given a copy of the survey, all businesses, clubs and groups would also receive a copy as they impact on the parking in Claygate.

It was agreed to research information of a comparison of Claygate with surrounding areas such as Esher, Thames Ditton, Oxshott and Cobham with regard to controlled zones and season ticket rates for car parks etc. Cllr Hallett agreed to do this.

AP39 Cllr Hallett to action.

Although the survey will be distributed as hard copy, it will also be available to complete on-line. At the moment it has not been decided which survey company will be used. The most popular company requires payment. There is free alternative, but this site may be sponsored by unsuitable advertising. Cllr Herbert is researching this.

AP40 Cllr Herbert to action.

There will be collection boxes placed around the village. Cllr Sheppard is finalising these arrangements.

AP41 Cllr Sheppard to action.

Congratulations were given to the team for their work on this project.

iii. David Cowie raised a matter about on-street parking and declared an interest as a parent with children at Claygate Primary School. There are concerns that the current planning application from Rowan School to increase the size of the school and the number of pupils attending will exacerbate the already problematical parking problems in the location of the school. It is believed that there are inconsistencies in the traffic survey included in the application. This matter has not yet gone to East Area. SCC made no comment about the parking and the application is a renewal of a previous application which was permitted. Cllr Hallett agreed to speak to Cllr Huddart about this matter to ascertain if there is a highways issue.

AP42 Cllr Hallett to action.

c. Parking Policy

Our policy remains to resist the spread of controls. This will be reviewed in the light of the consultation on parking.

9. Traffic Calming

9.1 Some residents of The Avenue are upset at Surrey CC's decision to remove the speed cushions. The Parish Council asked the Police to carry out a speed survey before and after the cushion removal. The Police reply was to regard this as a task for SCC. SCC Area Manager, Nick Healey, reports that SCC does not intend to carry out such surveys or to report back to the Local Committee.

It was agreed to put a question to the Local Committee asking for their comments on the fact that a request to the Police and SCC that a speed survey be carried out before and after the removal of the traffic calming has been refused by Police and SCC Officers without recourse to the Local Committee.

The next Local Committee is on 24 February 2014. It is believed that Cllr Sugden will attend this meeting.

AP43 Cllrs Sugden to action

At the last Police Panel meeting, it was suggested that volunteers could carry out the surveys under Speedwatch, but The Avenue is not one of the roads certified to carry out Speedwatch because there are hazards.

9.2 Information has been received that the Borough of Kingston will remove the width barriers at Clayton Road whilst work is being carried on at the Chessington Equestrian Centre. Cllr Mike Bension and SCC officers were instrumental in negotiating with Kingston for the current planning permission to remove the barriers so that the lorries leave through Clayton Road and not Claygate.

SCC are very supportive of our proposal that while these barriers are removed (an estimated 18 months) SCC should erect width barriers to prevent lorries accessing Claygate. It is believed SCC will try to negotiate that,

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when the barrier is replaced, it is positioned west (instead of east) of the Equestrian Centre, so that all large vehicles will come and go through Clayton Road.

It was noted that the Equestrian Centre have broken through their boundary with the A309 to install an internal roadway to use for the redevelopment.

10. Bridleway Proposals, Rights of Way & Cycling

10.1 The bridleways are all wet due to the constant rain. Old Claygate Lane wet patch is still dry.

10.2 Cllr Hallett's current intention is to produce a map of existing cycling opportunities in Claygate. It was agreed that it would be more useful if there are linked up routes rather than random roads. The problem in Claygate is that many roads are narrow, and where they are not narrow, there is parking. It was agreed that it may be able to link it into a school project such as provision of more cycling parking. David Cowie will pursue the need for more cycle racks at Claygate School.

AP44 David Cowie to action

10.3 It is known that SCC undertakes 'Bikeability' in local schools for Years 4 and 6.

10.4 It is not known how 'Safe Routes to Schools' is funded or how active they are in Claygate. Cllr Hallett will research.

AP45 Cllr Hallett to action

11. Street Signage

Nothing to report

12. CIL Projects

No CIL money has yet been forthcoming. We have a list of potential projects.

13. Website & Courier

13.1 It was agreed to include the walking/cycling map on the web site provided there are no licensing issues. The link to the survey will also be on there.

13.2 The parking survey will be an article in the Courier.

14. Matters for Information Only

14.1 The Environment Committee are dealing with the sewer overflow in Raleigh Drive. Cllr Sheppard has made a formal complaint to the Environment Agency. It is believed that the problem stems from flooding of the electrical and pumping equipment.

14.2 The area of Woodstock Lane outside The Oaks is permanently full of litter. It is regarded as the worst area in the Borough for litter. It is not an easy area to clear, as the men clearing the site will not commence work unless accompanied by the Police. Cllr Sheppard will speak to a Claygate Ward Councillor and a Long Ditton Councillor to ask them to liaise with Anthony Jeziorski about this problem. Bill Chilcott does a good job of hand clearing litter along Woodstock Lane South, but cannot do it at the moment due to injury.

15. Date and place of the next meeting

8.00pm on 24 April 2014 in the Committee Room

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

Date.....