

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



## HIGHWAYS & TRANSPORTATION COMMITTEE MEETING

8.00 p.m. on Thursday 24 April 2014

Village Hall Committee Room

### *Minutes*

**Present:**        **Councillors** - Ken Huddart (*Chairman*), Kate Hallett, Geoff Herbert, Anthony Sheppard, Mark Sugden  
                  **Co-opted members**- Bill Chilcott  
                  **Parish Clerk**- Freda Collins  
                  2 members of the public

#### 1. Apologies for absence

Caroline Stevenson

These were accepted.

David Cowie was not at the meeting.

#### 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.

**Cllr Sugden** declared that he is on the Committee of the CVA and a Trustee of the CRGT.

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

#### 3. Constitution of the Committee

No change.

#### 4. Minutes of the last Meeting

The minutes of the meeting on 13 February 2014 were approved and signed by the Chairman.

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

**AP28/34** *Second ticket machine.* Outstanding

**AP29** *List of footways needing repair.* Outstanding –all committee members will action.

**AP30** *Meeting with EBC re car parking.* Done

**AP33** *dirty street sign* Done

**AP35** *trees in Trystings.* SCC has been invoiced for the planting of two new oaks.

**AP36/37** *outstanding street lighting.* Some has been reported-see agenda item

**AP38** *car parking flyer* Cllr Hallett has had a new run of leaflets printed. But it was noted that EBC put up their car park fees on 22 Apr 2014; so it was agreed to update the information and have them reprinted.

**AP39** *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.* Cllr Hallett has done this and circulated the information.

**AP40/41** *parking survey* Agenda item

**AP42** *Rowan School.* This has been permitted by East Area Sub-Committee. The Travel Plan has to be agreed before building work can commence.

**AP45** *Safe Routes to School* Outstanding.

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

#### 6. Public Transport

##### a. Bus shelters, Bus routes and Bus stops.

i. It was noted that changes have been made to the bus timetable which makes travel to school easier.

ii. The bus timetables have been removed from the bus stops. It is believed that they have not been replaced due to printing problems.

iii. The bus stop which used to be outside 102, Hare Lane has been repositioned further down the road due to building works. The new site is disliked and complaints have been received. It is expected that the bus stop will go back to its original site once the building work is completed.

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

**AP46 Cllr Hallett to check.**

b. Trains

The work on the platforms at Claygate is finished.

c. Claygate Station

Cllr Huddart attended a meeting with CIB and SW Trains which promised improvements to planters.

**8. Liaison with SCC**

a. Road maintenance & footpaths

i. Project Horizon for road repair is the scheme to repair the 10% of the worst roads in Surrey. The repair is a full reconstruction and is guaranteed for 10 years. If it fails during that time, any repairs will be at the expense of the contractor and not the tax payer. It was noted that crazing has appeared on the surface of Common Road which is a sign of foundation failure. This should be reported.

**AP47 Cllr Huddart to action.**

*Project Horizon-*

Year 1 -The Avenue, Aston Road, Torrington Road, Common Road, Simmil Road, Meadow Road

Although year 1 has ended, not all the roads have been done as the teams were taken off this project in order to repair flood damage. All work should be carried out during the first week in June.

Year 2 – Foley Road, Coverts Road, Gordon Road

Years3-5- Rythe Road, Elm Road

ii. It was noted that other road repair schemes also exist where small pockets of highway money is spent on patching or resurfacing. Woodlands Close has been resurfaced out of this fund. Blakenen Drive, The Roundway and Brookfield Gardens will be resurfaced with funding from Cllr Bennison.

iii. It was noted that the levels in Church Road are not correct leading to flooding at the bus stop. The work to Littleworth Road has considerably improved, but not solved, the problems.

iv. The Police and SCC will not undertake speed surveys in The Avenue in order to assess the effect of the removal of the speed humps. Speedwatch are unable to undertake such surveys. As no-one will undertake a speed survey prior to the resurfacing; we will only be able to report if speeding occurs after the removal. It is known that the Police carried out speed assessments some years ago. This information should be available if requested under the Freedom of Information Act.

**AP48 Cllr Sugden to action.**

b. Highway Tree Replacement and Maintenance

The tree planting programme for the winter is now complete. The recent rain has been a great help.

c. Street Lighting

i. Some as yet unreplaced lights have been reported by Cllrs Sugden and Herbert.

ii. It was noted that not all lamps have ID numbers and not all need to be tarmaced. The ones that require tarmac such as in Oaken Lane and Torrington Road have been reported by Cllr Herbert.

iii. There appear to be large areas where the lights have not yet been done, such as The Parade and Gordon Road which are awaiting heritage lighting. Many lights have not yet been replaced in Coverts Road. The work is due to be finished at the end of this month. It may be that the lampposts will be retained (if they are less than 15 years old) but the heads should be replaced. It was agreed to report this in case it is an oversight.

**AP49 Cllr Sugden to speak directly to Skanska**

iv. It was noted that the lamppost reported as leaning in Coverts Road is shown on the website as the work has been done. This may mean that it is not considered a risk and no remedial work will be carried out or that it will be replaced when the rest of the road is done.

v. It was noted that many 8m columns in Claygate have been replaced by 12m columns even though the replacement was supposed to be like-for-like. Hare Lane has these high columns. But beyond the Swan in Milbourne Lane, the columns are considerable shorter. Cllr Hallett has already reported this to SCC, but it was agreed to report this to SCC again

**AP50 Cllr Hallett to action.**

Cllr Sugden will also report this direct to Skanska.

**AP51 Cllr Sugden to action.**

d. Surrey Rights of Way Improvement Plan

Surrey County Council is inviting comments on a review of the County Council Rights of Way Improvement Plan. The Plan was first published in 2007, this is the first review.

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

They are seeking the views of path users and those with an interest in access to Surrey's countryside including land managers, owners and neighbouring authorities.

Government guidance states that the Rights of Way Improvement Plan should be reviewed once in every ten years, and DEFRA Statutory Guidance (Nov 2002) indicates the Plan should include:

- context / relation to other plans, statutory duties and responsibilities
- an assessment of user needs, including duties with respect to people with mobility problems
- an assessment of the rights of way network based on the definitive statement
- a statement of action and indication of how the action will be delivered
- a monitoring arrangement for implementation

The criterion for this review is a 'light touch'; however there have been changes to a number of linked plans and strategies since 2007, particularly with respect to policy context. The five key objectives for improving rights of way have not changed.

The Rights of Way Improvement Plan forms part of the Surrey Transport Plan. Improving and promoting the public rights of way network can contribute towards many County Council priorities set out in the STP and other plans and strategies, including some targets for health and wellbeing.

The Surrey Transport Plan is available on the County Councils web site: [www.surreycc.gov.uk/roads-and-transport/surrey-transport-plan-ltp3](http://www.surreycc.gov.uk/roads-and-transport/surrey-transport-plan-ltp3) . The closing date for comments is Friday of 9<sup>th</sup> May 2014

Cllr Huddart sent his comments including proposals for a CPC response, the full consultation document and a section of map to Committee Members on 19 Apr 14.

- i. Old Claygate Lane track is uncoloured but shown as a path, joining up to FP27b, which goes across the hill to Hinchley Wood. This must be the opportunity to ask for the description to be rationalised as a Designated Footpath: if this can be achieved in the review, it would save us the effort, and possible controversy, of having to make a formal application. We have already asked for the adjacent landowners to formally donate it as a footpath. One has declined to change the status from the existing permissive use, and the other has failed to reply.
- ii. This could also be the opportunity to formalise the horse ride along Woodstock Lane South, and extend it over the Clayton Road bridge to the Equestrian Centre. Currently, the only part of the Designated Network in Woodstock Lane South is FP31, from the Elm Farm north entrance, northwards to where it turns east across the fields to cross the footbridge over the A3 to Chessington.
- iii. The BOAT is shown in green from the end of Coverts Road. It is probably not worth asking for this to be reclassified as a Bridleway, a suggestion, which would be fought by some lobby groups. It was agreed to leave this alone.
- iv. Some ten years ago regarding FP39 from Claremont Road to Arbrook Common, there was a lobby to convert, or provide in parallel a "Jubilee Horse Ride". The sponsors fell out with the then Elmbridge Councillors, who refused to countenance its necessary continuation through Arbrook Common. Cllr Sheppard still has the paperwork. *Post meeting note: Cllr Sheppard has provided his 2005 report*
- v. Given the prevalence of 'horse' culture in Claygate (and its value in helping preserve the Green Belt farms) there have been suggestions of an improved network of bridleways, including a circular route round the north side of Telegraph Hill, where you can see there are existing footpaths. These would also contribute to the cycling network to which the Parish Council is committed and to family cycling which is one of the categories in the report. It was acknowledged that this will be a large and expensive project, but if SCC wants to assist horses and cyclist they must be prepared to spend money.
- vi. The Surrey C.C. consultation document also supports the development of cycle routes.

#### e. SCC Consultation on Speed Limits

This was discussed at length at the Local Committee. In January 2013 central government issued new national guidance for local authorities on setting speed limits (Circular 01/13). Consequently Surrey County Council's own policy on "**Setting Local Speed Limits**" has been reviewed to take into account the latest national policy, and to improve Surrey's existing policy and procedure.

One of the most frequently expressed road safety concerns is that of the safety of children outside schools. Fortunately the number of child casualties in the vicinity of schools is comparatively small, however the perceived danger to children on busy roads on the school journey, especially in the vicinity of a school, can prove to be a barrier to more walking and cycling. Consequently a new policy "**Road Safety Outside Schools**" has also been created to set out how the council will respond to such concerns. The county council's policy on school crossing patrols has also been reviewed and updated, and forms part of the "Road Safety Outside Schools" policy. The new policy has been designed to ensure that the county council's limited resources for the provision of school crossing patrols is maintained and prioritised at sites where they are most needed.

SCC is consulting on these draft policies and is asking for comments and views. The consultation responses

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

will be taken into account before submission to the county council's cabinet for approval in May. The deadline for responses is 25 April.

<http://www.surreycc.gov.uk/roads-and-transport/roads-and-transport-policies-plans-and-consultations/roads-and-transport-consultations/roads-and-transport-consultations-in-surrey/consultation-on-speed-limit-and-road-safety-outside-schools-policies>

It was agreed that SCC have been a little too quick dismissing the use of advisory speed signs at schools. The major problem with these signs is if they are left on at inappropriate times then motorists get used to them and ignore them.

It was noted that this consultation gives local people with local knowledge an opportunity to comment and for the Local Committee to take part in setting speed limits.

It was agreed that we should submit the comment that we appreciate the support of the County Council for allowing the opportunity for us to make a case for reduced speed limit. We will quote our CPC policy.

*Post meeting note: Cllr Huddart submitted a response on-line and on time, and will circulate a summary of what he said.*

Cllr Sugden gave apologies for leaving the meeting early and left.

## 8. Parking

### a. Off- Street

i. There is a meeting arranged for 25 Apr 2014 with CPC Councillors and Anthony Jeziorski at the Torrington Lodge car park regarding the proposed re-opening of the alleyway. It was agreed that we would offer to carry out the consultation. *Post meeting note: the meeting happened, the main actions being for EBC to consult on re-opening in daylight hours on Sat and Sun, and for Helen Maguire (CRGT) and Mark Cartwright (EBC) to liaise on procedures for car park permits for sports users.*

ii. It was noted that use of the car parks has increased. We need to keep up the pressure for car park use. The leaflets will be reprinted with the new charges and another leaflet drop will be carried out.

iii. It was noted that there will be a delay between SCC taking away one disabled bay from outside the Co-op and reinstating it outside the pharmacy. We should inform residents of this.

### b. On- Street

The survey form has been delivered to some 3000 homes in Claygate. To date, 85 have been completed on-line and 30 hardcopies have been received. The cut off date is 10 May.

The on-line survey has an Excel spreadsheet which analyses the data. Cllr Herbert has run this once and will run again after the closing date. All hard copies were given to Cllr Hallett who will in-put them on-line so that the information is entered onto the existing spreadsheet.

### **AP52 Cllr Hallett to action.**

It was noted that a brief report on the preliminary data from the survey is expected at the Village meeting on 29 May, so it was agreed that the Working Party will meet on Mon 19 May at 8pm to draft the report.

It was agreed to post on LinkedIn that the closing date is approaching.

### 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

It was noted that the raised junction proposed by this Committee to slow traffic speed in Hare Lane will cost about £40k.

## 10. Bridleway Proposals, Rights of Way

10.1 SCC sent out a Designated Network Consultation. This has already been discussed under item 8(d).

10.2 Regarding the Old Claygate Lane track, it had become wet over the winter, and the wet patch was being flooded by water flowing across over the clay and hence not able to reach the land drains which Gerald had installed. Cllr Huddart contacted Cllr Hallett, debating whether this amounted to grounds for recalling Gerald. He had spotted the trouble himself, and he, or someone else, has started an appropriate repair. It is not known if the repair has worked. If not, all it would take is to dig the clay down to the land drain and fill with scalpings (there is a pile of scalpings at the start of the lane). It was agreed to contact Gerald to inform him if we go ahead with this work.

### **AP53 Cllr Huddart to action**

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

**12. Street Signage**

Nothing to report

**13. CIL Projects**

No CIL money has yet been forthcoming.

It was agreed that if SCC goes ahead with work to the bridleways /cycle routes that we could include a contribution to the new bridleway network to the list of potential projects.

**14. Website & Courier**

As the next Courier is not until August, the article about the disabled bay should be put onto the website. Cllr Huddart will write a piece and then forward to Cllr Coomes.

**AP54 Cllr Huddart to action**

**15. Matters for Information Only**

15.1 Cllr Sheppard has now had a reply from Thames Water concerning the sewer overflow in Raleigh Drive. The sewer has been found to be sound and the electrical equipment has been repaired. Thames Water maintains that they make 3-monthly inspection visits.

15.2 It was noted that the SCC website is very efficient for reporting faults, but that the response is appalling. If the problem has health and safety (including road safety) implications, the response is usually quicker.

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

**8.00pm on 26 June 2014 in the Committee Room**

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

Date.....