

31<sup>st</sup> October 2023

**Minutes of the Claygate Parish Council Environment, Highways and Transport Committee held in the Small Hall, Claygate Village Hall on the 19<sup>th</sup> October 2023 at 7.30pm.**

**Present:**

**Cllrs: Hadleigh Moon (Chair), Gil Bray, Tim Freeborn, George Marcall.**

**Co-opted members: Caroline Stevenson, Jonathon Stokes and Mark Tymieniecki.**

**Non Committee: Cllr Geoff Herbert**

**In Attendance: Parish Clerk & RFO Kate Biggs, and 3 members of the public.**

It was noted the meeting would be recorded to assist with the writing of the minutes and that the recording would be destroyed upon approval of the meeting's minutes at the next meeting.

**1. To accept Apologies for Absence.**

Apologies have been received from Cllr Grose, Cllr Holt, Cllr Swift and Cllr Twells. Apologies were also received from co-opted committee member Noel Isaacs.

**2. To receive Declarations of Interest in items on the Agenda.**

Cllr Herbert reported he had attended the meeting to report on item 11.

**3. To confirm the minutes of the Environment, Highways and Transport Committee (EHTC) held on the 14<sup>th</sup> September 2023.**

The minutes of the EHTC meeting held on the 14<sup>th</sup> September 2023 were agreed and signed.

**4. To appoint any non-voting advisors to the EHTC. Caroline Stevenson had expressed a wish to become an advisor due to her knowledge of bridle ways and connection to the Claygate horse riding community.**

This item was deferred to later in the meeting.

**5. To report on the actioning of items from the previous meetings.**

Cllr Marcall reported that Cllr Mark Sugden, Surrey County Council (SCC) had been invited to the meeting but was unable to attend. He plans to attend the next meeting.

Cllr Marcall also reported he and Cllr Holt had attended the Flora and Fauna walk on Thursday 5<sup>th</sup> October. The speaker Dave Page had been invited to talk at the Litter Pick on the 4<sup>th</sup> November but unfortunately, he was not available that day.

It was reported the flyers for the litter pick were now available and agreed these will be posted to the noticeboards and website.

**Proposed Cllr Moon and seconded Cllr Bray. Agreed unanimously.**

5. Action 1: The Clerk to promote the litter pick flyer on the website and parish noticeboards.

It was reported Cllr Grose planned to meet with the Ray Lee but the meeting had not taken place yet.

It was reported Cllr Moon and Cllr Collon were mapping the new developments on Woodstock Lane and establishing the possibility of adding traffic calming measures.

It was reported Cllr Coomes had been invited to the meeting. It was agreed to ask Cllr Coomes to attend the next meeting.

5. Action 2: The Clerk to invite Cllr Coomes to the next meeting.

It was reported the Cllrs that had attended the Flora and Fauna walk had investigated inviting participants to become new Tree Wardens. No-one was interested.

It was agreed the committee should focus on getting new Tree Wardens.

**Proposed Cllr Moon and seconded Cllr Bray. Agreed unanimously.**

5. Action 3: The committee to focus on finding new Tree Wardens

**6. To report arrangements for the Litter Picking Day – 10am – 2pm Saturday 4<sup>th</sup> November 2023, The Hub, Elm Road. A speaker is still being sort for the talk.**

It was reported that Dave Page had been invited to speak at the Litter Pick but unfortunately, he was not available on that date.

It was reported the litter pick was being run from the Hub for the first time. It was noted that consideration had been given to provide refreshments post event. It was agreed that this had not been arranged and it was unknown if this would be possible from the Hub.

It was reported rubbish bags are provided by EBC and that they need to be collected. It was reported in previous litter picks the full bags of rubbish were left in Champions Car Park. It was noted if the rubbish is to be left at the Hub on this occasion, they need to be made aware that these will need to be stored until the Monday morning when EBC will be able to collect them. It was noted the risk assessment and volunteer sign-in sheet need to be dug out and handed over to Cllr Moon.

6. Action 4: The Clerk to pass the Risk Assessment and volunteer sign in sheet for the 4<sup>th</sup> November litter pick to Cllr Moon.

6. Action 5: Cllr Holt/Swift to contact EBC to arrange rubbish collection from the Hub.

**7. Councillors to report on the Flora and Fauna walk on Thursday 5<sup>th</sup> October 2023.**

Cllr Marcall reported 42 people had attended the Flora and Fauna walk. There had been focus on Claygate common where volunteers were sort to remove vegetation and prevent it being so overgrown.

It was reported many smaller animal species had been lost from the area and if the common was less overgrown it would encourage them to return and thrive.

**8. To report developments with the CPC detritus initiative including reports from other parish activities and the remit of the EBC street smart team.**

Cllr Bray reported he and Cllr Moon had met with James Elliott, EBC street smart team and following his advice met with Michael Kearton, EBC. He reported that previously EBC would spray weed killer over the gully weeds and then send in the road sweepers to remove the debris. This function has now moved to SCC where they have taken the decision not to spray weed killer due to environmental considerations and this has made the lone road sweeping much less effective. Active weeds trapping grit and silt in the gullies prevent the road sweepers removing the debris and reduce the effective drainage.

Cllr Bray went on to report at the SALC conference he had talked with a few Councillors from other parishes about how they deal with this issue. One informed him that they now employ a 'Lengthsman' to remove the weeds manually prior to the road sweeping.

It was agreed that the issue of the ineffectual road sweeping needed to be discussed with Cllr Mark Sugden, SCC, with the possibility of SCC manually weeding the gullies being discussed.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

8. Action 6: Clerk to add the manual weeding of gullies to the list of items to be discussed with Cllr Sugden at the next EHTC meeting.

It was noted that CPC could arrange for the gullies to be weeded manually by a contractor. It was agreed that CPC's resident gardener Paul's Garden Services Ltd would be approached for a quote in addition to his current contract with CPC.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

8. Action 7: Cllr Bray to approach Paul's Garden Services Ltd for a quote for manually clearing the weeds from the gullies.

**9) To investigate felled trees within the village with no planning permission or permission that has been sort where CPC has not been requested to comment.**

It was reported that the matter of trees felled where CPC had not been asked to comment should be referred to the CPC Planning Committee.

It was noted the trees felled without permission had received a response from the police and had been referred to Cllr Sugden. He should respond to this when he attends the next meeting,

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

9. Action 8: Clerk to request a response from Cllr Sugden on the matter of trees felled without permission at the next EHTC meeting.

**10) To report on a residents' request to consider Village Green Status for the green space at the junction between Red Lane and Telegraph Lane from the meeting in June. To consider issue following the Chair's research.**

It was reported a resident wanted to apply for Village Green Status for the land at Red Lane Junction. (Reference Appendices 10.1, 10.2, 10.3). It was noted as part of the application it needed to be established that the land had been used for community activities over 20 years.

It was agreed as there was no current evidence the land had been used by the community for this length of time, she should be advised it was unlikely the application would be successful and that a more fruitful approach would be to apply to EBC to have the space added to their list of designated 'green spaces'.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

10. Action: 9: Clerk to write to the resident to advise her that she should apply to have the junction of Red Lane and Telegraph Lane added to the EBC list of recreational areas designated 'green spaces'.

**11. To investigate if it would be possible to have a permanent Christmas tree and what year-round management that would require.**

Cllr Herbert reported the request to install a permanent Christmas tree had been investigated and a number of problems had been uncovered. Firstly, permanent Christmas trees unless carefully managed can damage the environment they are set in, their roots may damage greens and footpaths and as they grow rapidly there was a concern that the height of the tree may reduce the effectiveness of streetlights. Also, these trees must be maintained all year and that brings substantial additional cost.

It was agreed that whilst a good idea the practicality of installing a permanent Christmas tree came with too much additional maintenance.

**Proposed Cllr Bray and seconded Cllr Marcall. Agreed unanimously.**

**12) To report the progress of the Way Maker Project**

Cllr Bray reported he had attended a presentation by the Vicar to open the church yard to the public for reflection and meditation, this would include a gate through to the Recreational Ground. He reported that the project was in its early stages but planned to approach You Fund Surrey and CPC for grants ~~and~~ ~~crowd fund for £2.5k~~. Cllr Bray reported two meetings were planned to exhibit the current plans and these would take place at 2pm and 7.30pm on Tuesday 7<sup>th</sup> November 2023.

*Vicar was asked how much that would cost, the vicar said there were no estimates in place as yet. Cllr Holt suggested it could be a £250k project. If the project went ahead in all the envisaged ways that would be the case.*

**13) To discuss Environmental issues:**

i) Highway Garden Site inspections (including reports from Councillors)

It was agreed Cllrs should be allocated sites to have under their charge and that a list of sites should be added to the Agenda.

**Proposed Cllr Moon and seconded Cllr Bray. Agreed unanimously.**

13.i Action 10: Clerk to add a list of Highway Garden Sites to the EHTC Agenda.

ii) Litter, Litter bins, Graffiti and Fly tipping

It was reported the Caravan had been removed from the site on Woodstock Lane. However, the gas bottles and mattress remain. It was agreed this should be discussed with Ray Lee, EBC.

**Proposed Cllr Moon and seconded Cllr Bray. Agreed Unanimously.**

13.ii Action 11: To discuss the Woodstock Lane site and the remove of abandoned items with Ray Lee, EBC as part of on going discussions.

Caroline Stevenson reported she had spent a morning litter picking in the area and had seen the travellers trying to be tidier with several of them seen litter picking.

Cllr Moon thanked Caroline Stevenson for her efforts litter picking.

iii) Overhanging trees, branches & hedges

It was noted that overhanging trees and hedges caused significant issues for people in wheelchairs and buggies and that action to keep them in check was needed. It was noted this area could fall under the remit of either the EHTC or Planning Committee (PC). It was agreed that EHTC would take ownership of the issue and continue to report on these factors.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

It was noted that this was an area that had been passed to SCC from EBC but it would appear no action had been taken by SCC. It was agreed this item should remain as an Agenda item for the next meeting and answers should be requested from Cllr Mark Sugden, SCC.

**Proposed Cllr Bray and seconded Cllr Marcall. Agreed unanimously.**

13.iii Action 12: To include overhanging trees and hedges causing significant issues for people in wheelchairs and buggies on the list being proposed to Cllr Mark Sugden for discussion at the next EHTC meeting.

It was noted Street Scene had reported pavement width should be a minimum of 1.5m wide.

14) To discuss Highways & Transportation issues:

i. Public Transport.

Cllr Freeborn reported 15 years ago the corner of Oaken Lane had been incorporated into a local garden. The corner now has a fence that prohibits drivers from seeing round the corner and makes the junction less safe than before. It was noted that issues like this should be made as a complaint to SCC.

It was agreed Councillors should view the corner and report back.

14.i Action 13: Councillors to view corner of Oaken Lane and report if a complaint should be made to SCC.

It was reported trains are repeatedly not stopping at Claygate and Hinchley Wood stations. It needs to be established what is South West Trains' policy on catching up time and not stopping at timetabled stations.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

14.i Action 14: Clerk to write to South West Trains to establish what their policy is.

It was reported Claygate Station Car Park has started charging over weekends. It was noted that CPC had an agreement with Network Rail that the car park would not charge during this time.

It was agreed that CPC should write to Network Rail to establish why they have started charging.

**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

14.1 Action 15: CPC should write to Network Rail establishing why they have started charging weekend parking at the Claygate Station car park.

ii. Bridleways

It was reported the cut through under the railway bridge at Arbrook Farm floods by 5ft every time there is heavy rainfall. It was noted that the underpass at Bridle Road was not as flooded but still unsafe to pass under. It was noted that this issue had been discussed before and that the previous report should be sort out.

14.ii Action 16: Clerk to find previous report on flooding at the underpasses under the railway.

iii. Traffic Calming (Appendix A)

Mark Tymieniecki reported Traffic Watch remains effective with an increase of cars without MOTs being caught and reported to the DVLA. It was noted that 900 cars had been assessed at the BT exchange and Red Lane.

It was noted Traffic Watch had been asked not to put out the black and yellow markers as it encouraged more natural speeds to be assessed. Mark reported that he was uncomfortable not to indicate that Traffic Watch was surveying cars, as the drivers would have no warning they were being assessed and it was not the role of Traffic Watch to enforce speed limits. He recommended that the cones continue to be used.

Mark reported that speeding fines had been shown not to be effective, it was only points on licenses that encourage drivers to keep to speed limits.

It was discussed the option of adding traffic calming measures to Woodstock Lane as the Royal Borough of Kingston (RBK) had removed their measures at the other end of the road. It was noted businesses using the Trading Estate must use the road to exit Claygate as there is no on ramp at Woodstock Road South.

It was agreed to explore these options.

**Proposed Cllr Moon and second Cllr Bray. Agreed unanimously.**

14.iii Action 17: To explore the options of adding Traffic Calming to Woodstock Lane

It was noted a planning application had been received for Hook Road development even though currently the land is not owned by the developer.

iv. Liaison with SCC: -

a) Road maintenance and footways

Nothing to report

b) Highway trees (maintenance and replacement)

Nothing to report

c) Parking

It was reported the responsibility for parking enforcement in Claygate had passed from EBC to SCC. At this current time SCC do not have a team to deploy to Claygate.

**d) Street signage**

*Nothing to report*

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

It was agreed that achievements of the EHTC should be communicated to the public on Facebook.  
**Proposed Cllr Bray and seconded Cllr Moon. Agreed unanimously.**

15. Action 18: Cllr Moon to communicate the achievements of the EHT committee on Facebook.

**16) Matters for information purposes only.**

It was reported Thames Water were replacing the water mains at Woodstock Lane South because many of the old pipes broke after the dry spell last summer. The land being used for storage will be returned to agricultural use at the end of the project.

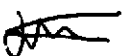
Cllr Swift had reported the CPC poppies were currently housed in Cllr Mark Sugden's garage. They need to be installed in Claygate by Thursday 26 October 2023.

16. Action 19: Volunteers to be sort to put up poppies.

**17. Date of the next Claygate Parish Council meeting.**

7.30pm Thursday 7<sup>th</sup> December 2023 in the Small Hall, Claygate Village Hall

Meeting closed 9.09pm.

Chairman.....

Date.....7/12/2023.....