

DRAFT
HIGHWAYS & TRANSPORTATION COMMITTEE MEETING
HELD AT 8.00PM ON THURSDAY 18TH MAY 2017
IN THE COMMITTEE ROOM, CLAYGATE VILLAGE HALL

Present: Councillors Ken Huddart (Chairman), Geoff Herbert, Gavin Wilson (arrived late), and Xingang Wang

Co-opted: None.

In attendance: Shirley Round Interim Administrator & Proper Officer

Members of the Public: None.

1. Election of a Chairman

Cllr Ken Huddart was proposed as Chairman by Cllr Xingang Wang and seconded by Cllr Geoff Huddart. This was unanimously agreed.

2. Apologies for Absence:

Cllr. Shearman, Caroline Stevenson, David Bitner and Kate Hallett with reason.

3. Declarations of Interest on Items on the Agenda:

Cllr Ken Huddart: Chairman of Trustees of Claygate Village Hall Association, President of the Claygate Village Association, Acting Chairman of the Claygate Conservation Areas Advisory Committee, Traffic Engineering Consultant, Fellow of Chartered Institution of Highways and Transportation, Fellow of Institution of Engineering and Technology, Fellow of Institution of Civil Engineers.

Cllr Geoff Herbert: Co-ordinator of Neighbourhood Watch and member of Claygate Village and Flower Show.

Cllr Xingang Wang: Magistrate and co-ordinator of Claygate Speed Watch.

Cllr Gavin Wilson: Member of Torrington Road Association, Member of Claygate Lawn Tennis Club. Chairman of Claygate Bridge Club.

4. Election of Vice Chairman

Cllr Xingang Wang was proposed as Vice Chairman by Cllr Huddart and seconded by Cllr Geoff Huddart. This was unanimously agreed.

5. To consider the constitution of the Committee

Caroline Stevenson and Kate Hallett agreed to remain as co-opted members of the Highways and Transportation Committee. Unfortunately David Bitner felt that due to pressures from family and business he was no longer able to remain on the committee. The Councillors expressed their gratitude for the time he had spent exploring the possibility of developing the Cycle Route in Claygate.

6. To review the Remit

It was unanimously agreed there were no changes to the Remit for the Highways and Transportation Committee. The Chairman will report this to the Parish Council

Meeting on 13th July 2017. **AP1** . The date has been amended and will be uploaded on the website. **AP2**

7. To review the Risk Assessments relevant to this committee.

It was agreed to add to Item 2 ‘Risk of harm from using tools’ of the Highway Tree Planting for Volunteers Risk Assessment that there is a First Aid Box available from the Village Hall office on prior notification to the Clerk. **AP 3** The Interim Administrator agreed to revise the Remit and inform the volunteers accordingly.

8. To confirm the Minutes of the last meeting (20th April 2017)

The Minutes were signed as a true record of the meetings following an amendment to item 12 i) Speedwatch. Line 3 should read 13 people (not 30).

9. To report on the Actioning of items from the previous Minutes.

AP21 Gateway Sign west side of Woodstock Lane South. SCC informed and promised to act on cleaning and repair of 40mph sign. The Gateway Sign has been cleaned. **DONE** However the 40mpt sign is still missing.

AP22 Flailing FP31. William Kear agreed it would be beneficial but cheaper if done by the farmer, but not in the current nesting season. KH agreed to pursue but needs to know when the nesting season has finished. **OUTSTANDING**

(Post meeting note: 1st March to 31st July – confirmed as per the Wildlife & Countryside Act 1981)

AP23 Cllr Sugden agreed to speak to David Bitner to seek his views on the future of the Cycling Subcommittee. Due pressure of work and family commitments David Bitner is unable continue as a co-opted member of the H & T committee.

AP27 Pedestrian provision adjacent to middle section of Woodstock Lane South horseride. See Agenda item 11 **REMOVE**

AP28 Done

AP29 Water leak in Hare Lane. See agenda item 15. **REMOVE.**

AP30 Contact Cllr Bennison and request timing of repairs to Oaken Lane between Wingham and the Scout Centre. **DONE**

AP31 Pavement outside 1 Cavendish Drive. Reported to SCC via Cllr Mike Bennison. **DONE**

AP32 Response to resident regarding clearance of brambles in Brookfield Gardens. **DONE**

AP33 Regarding AP32, Interim Administrator will agenda for next Environment and Leisure Committee. **DONE**

AP34 Contact tree wardens re tree watering during dry spell. **DONE**

AP35 Speedwatch leaflets for Flower Show. See agenda item 17. **REMOVE**

AP36 Raised table at Hare Lane/The Parade. Cllr Huddart has contacted Nick Healey (SCC) to get the ball rolling. **DONE.** Agreed this may be a suitable item for the Flower Show display. See Item 17. **REMOVE**

AP37 Cllr Herbert to check if he has any illustrations. See Agenda item 17. **DONE.**

AP38 Report Street signage. **DONE**

- 10. To Formally Agree the Remit for Highways & Transportation Committee.**
Item retained on the Agenda in error.
- 11. To Discuss Bridleway Proposals & Rights of Way including Woodstock Lane South Horse Ride & Ruxley Heights & Action if Necessary.**
- a) Footway adjacent to FP31(Elm Road and south to Stevens Lane). It is agreed that clearance of vegetation etc is required to allow safe use by pedestrians. At present pedestrians are straying onto the horseride. KH to speak to SCC again and request that the vegetation is trimmed back and that scalping are laid. **AP4**
 - b) Ruxley Heights track to BW34 bridge over the A3 re-opened.
- 12. To Discuss a possible major A3 road junction at Barwell and agree any action.**
No new information. It was agreed to continue monitoring the Kingston Borough local plan relative to building and infrastructure. The only information available relates to the 1980 proposal.
- 13. To discuss Cycling and action if necessary**
Unfortunately there are now no volunteers on the H & T committee able to help with designing the cycle route. It was agreed committee members would try to find volunteers to help with this project. The Flower Show could be a good start. **AP5**
- 14. To discuss Public Transport and action if necessary.**
- a) Bus shelter: The village hall bus shelter has been repaired.
There is no news of the new bus shelter to be provided by the Christian Science Church in Hare Lane.
 - b) Trains: Nothing further to add. No announcements are expected until August.
 - c) Claygate Station: Continued pressure will be applied on the new provider to ensure the Ticket Office at Claygate remains open and is manned for longer and that the toilets also remain open.
- 15. To discuss liaison with SCC and action if necessary—with particular reference to:**
- a) Road Maintenance and Footways
 - i) Water Leek outside the Co-op, Hare Lane: Cllr Wang reported that EBC Cllr Mary Marshall has reported the water leak issues via Twitter. Cllr Wang has searched the twitter history relating to this matter and downloaded 30+ tweets. He will prepare a report (similar to the one for the Oaken Lane leak) and file with Thames Water. He will also track their repair history. If the repair is slow he will escalate via their CEO and our MP. **AP6**
 - ii) Parking in the Roundway: Suggestions by a resident for revised parking arrangements have not proved popular with other residents.
 - b) Highway Tree Replacement and Maintenance.
 - i) The complaint by a local resident about the clearance of the verge in Brookfield Gardens has been noted, however, the Parish Council has no policy on this issue and was not party to the clearance.
 - c) Street Lighting. Nothing to report.

9.10pm Cllr Gavin Wilson arrived at the meeting

16. To discuss parking and action if necessary.

- a) Off Street Parking: The question of car park charges generally and the scheme for free Saturday car parking will continue to be pursued with EBC.
- b) On-Street Parking: Cllr Huddart will find out the date of the consultation period of the SCC On-Street Parking Review. **AP7**

17. To Consider Traffic Calming and Management and Action If Necessary.

- i) Speedwatch: Cllr Wang has circulated a draft Speedwatch leaflet for distribution at the Flower Show in July. It was agreed to produce 200 A5 copies. **AP8** Cllr Wang and IA
- ii) Traffic Calming: Raised junction Hare Lane/The Parade. Cllr Huddart has contacted Nick Healy and Cllr Bennison. Nick Healy expressed considerable concern about the viability of the project and Cllr Bennison indicated he would be unwilling to contribute financially. However the committee agreed it may be possible to finance this through CIL funds and will therefore pursue this project. Cllr Wilson agreed to speak to David Richardson (Chair of the Torrington Close RA) as it may impact on the Torrington Close. An illustration of the proposal will be available at the Flower Show. Cllr Herbert will look into the possibility of producing this using the SCC interactive map. **AP9**

18. To Discuss Street Signage and Action If Necessary.

Reported following the last meeting (see AP38)

19. To Discuss and Agree Communication of Key Decisions to residents including Input to the Courier and the Website

Articles for Courier already submitted but will require revision to include Speedwatch and the raised junction proposal.

20. Matters for Information Purposes Only.

The Interim Administrator has prepared a revised Reserve Councillors list and circulated to all Councillors.

21. To Confirm the Date of the Next Meeting on Thursday 10th August 2017

Cllr Huddart apologised in advance as he is not sure he will be available for this meeting. Cllr Wang (Vice chairman) agreed to take the meeting.

Meeting closed at 9.55pm

Signed:

Dated: