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28<sup>th</sup> November 2023

## **YOU ARE HEREBY SUMMONED TO ATTEND**

**A meeting of the CPC Environment, Highways and Transport Committee will be held on Thursday 7<sup>th</sup> December at 7.30pm in the Small Hall, Claygate Village Hall**

### **Members of the public wishing to speak**

The meeting is open to the public and press. A quarter of an hour has been reserved for members of the public to address the Council, for three minutes each, on any subject relevant to the agenda. In order to address the meeting, we would appreciate you contacting the Parish Clerk before 11am on the day of the meeting who will allocate a slot. All meetings will operate to our Privacy Policy which can be found at [www.claygateparishcouncil.gov.uk](http://www.claygateparishcouncil.gov.uk). Doors will open at 7.20pm.

### **Covid 19**

If attendees have any of the main symptoms of Covid-19 and/or have tested positive to Covid prior to the meeting, you should not attend. Please refer to [www.gov.uk](http://www.gov.uk) for full guidelines.

*Kate Biggs*

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### **AGENDA**

- 1) Apologies for absence.
- 2) Declarations of Interest in items on the agenda.
- 3) To confirm the minutes of the previous Environment, Highways and Transportation Committee (EHTC) meeting held on the 19<sup>th</sup> October 2023.
- 4) To report on the actioning of items from the previous meetings.
- 5) To consider the EHTC annual expenditure and agree the 2024/25 EHTC budget request. (Appendix 1)
- 6) To report developments following discussions with Surrey County Council (SCC), Elmbridge Borough Council (EBC) and others regarding Claygate highways and their maintenance.

- 7) To investigate felled trees within the village with no planning permission.
- 8) To Discuss the Question of Trees & Shrubs Which Overhang Pavements, and Pavement “Backs”, and Agree Appropriate Actions”
- 9) To report details of the rearranged Litter Picking Day, a day in January has been proposed.
- 10) To discuss Environmental issues:
  - i) Highway Garden Site inspections (Appendix 2 – List of Highway sites)
  - ii) Litter, Litter bins, Graffiti and Fly tipping
  - iii) Overhanging trees, branches & hedges
- 11) To discuss Highways & Transportation issues:
  - i) Public Transport.
  - ii) Bridleways and Rights of Way.
  - iii) Traffic calming and Speed Watch
  - iv) Liaison with SCC: -
    - a) Road maintenance and footways
    - b) Highway trees (maintenance and replacement)
    - c) Parking
    - d) Street signage
    - e) Permanent traffic management in Woodstock Lane.
- 12) Communication of key decisions to residents including input to the Courier and website.
- 13) Matters for information purposes only.
- 14) Date of next meeting  
7.30pm - Thursday 8<sup>th</sup> February 2024, Treetops Pavilion, Claygate Recreational Ground.

MEETING: CPC Environment, Highways & Transport Committee  
VENUE: Small Hall, Claygate Village Hall, Church Road, Claygate, Surrey KT10 0JP  
DATE: Thursday 7<sup>th</sup> December 2023  
TIME: 7.30pm