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**FINAL DRAFT**

18<sup>th</sup> September 2023

**Minutes of a Meeting of the Environment, Highways and Transportation Committee held at Treetops Cricket Pavilion, Claygate on the 14th September 2023 at 7.30pm.**

**Present:**

**Cllrs: George Marcall (Chair), Sue Grose, Donna Holt, Hadleigh Moon, Janet Swift**

**Co-opted: Jonathon Stokes**

**Non-Committee Cllr: Michael Collon, Geoff Herbert**

**Public: Caroline Stevenson**

**Parish Clerk and RFO: Kate Biggs**

The meeting was recorded to ensure that the Minutes could be accurately prepared.

1) Apologies for absence.

Apologies were received from Cllrs Bray, Freeborn and non-voting advisor Mark Tymieniaki. It was noted that Caroline Stevenson had been invited by Ron Spurs, Locum Clerk. The Chair welcomed Caroline.

2) Declarations of Interest in items on the Agenda.

There were no declarations of interest.

3) To confirm the minutes of the previous Environment, Highways and Transportation Committee (EHTC) held on the 29<sup>th</sup> June 2023.

It was noted in items 9. and 10. the actions arising had been assigned to the Chair. This was amended and the actions should now be assigned to the Clerk. Proposed Cllr Marcell and seconded by Cllr Moon. Unanimously agreed.

4) To report on the actions from the previous meeting.

It was agreed that a table of meeting actions should be included as part of the minutes. Proposed Cllr Grose and seconded Cllr Moon. Unanimously agreed.

It was agreed there should be a community push to log all Claygate potholes on the Surrey County Council (SCC) website and ensure that Cllr Mark Sugdon, SCC be made aware.

Proposed by Cllr Grose and seconded by Cllr Moon. Unanimously agreed.

**4.AP1: Parish Clerk to invite Cllr Mark Sugden (SCC) to the next EHTC meeting and establish how Claygate Parish Council (CPC) can support him in this endeavour.**

5) To discuss Environmental issues.

It was noted the next date for the Claygate litter pick will be Saturday 4<sup>th</sup> November 2023. It was noted the date for the Detritus Day was confirmed for Saturday 7<sup>th</sup> October 2023. It was discussed that the community should be encouraged to clear the environment in front of their residences and that the CPC Cllrs should take on the responsibility of clearing the Parade.

Cllr Holt announced she would be attending a Flora and Forna walk on Thursday 5<sup>th</sup> October 2023. Cllr Marcell noted he will also attend. It was agreed that the speaker should be considered to give a talk for the children involved with the litter pick on Saturday 4<sup>th</sup> November 2023.

Proposed by Cllr Grose and seconded by Cllr Moon. Unanimously agreed.

**5.AP2 Cllr Holt to consider if the walk presentation would be appropriate for the Litter Pick talk and make an approach if considered so.**

It was agreed a flyer should be produced for both the Litter Pick Day and the Detritus Day and the event be promoted on the website, Facebook account and through the Claygate Community Group and New Claygate Community Group.

**5.AP3 Cllr Grose to produce the flyers, Parish Clerk to ensure promotion through the website and social media accounts.**

6) To discuss Highways & Transport issues:

i. Public Transport  
No points were raised.

ii. Bridleways and Rights of Way

Cllr Marcell again welcomed Caroline Stevenson to the meeting.

iii. Traffic Calming

The issue of preventing Claygate Village becoming a cut through was discussed. It was noted that Kingston Borough Council (KBC) had removed their traffic calming barrier from Clayton Road. It was discussed whether SCC could now install a barrier on the other side of the boundary to ensure width restrictions are maintained. It was noted Emergency Vehicle widths need to be taken into consideration.

It was noted a new CCTV camera had been installed at Woodstock Lane and that the railway station camera had been removed. It was agreed Ray Lee, Elmbridge Borough Council (EBC) should be approached to discuss which agencies maintain these cameras.

Proposed by Cllr Grose and seconded by Cllr Moon. Unanimously agreed.

**6a.iii AP4 Cllr Grose to set up a meeting with Ray Lee, EBC**

It was noted that the Greater London Ultra Low Emissions Zone (ULEZ) had come into force and that the boundary borders Claygate Parish Council area. It was discussed that the CPC should consider the impact.

It was noted there were a few large development sites on the boarder of CPC area, could these new builds pose a cut through threat for CPC was discussed.

**6a.iii AP5 Cllr Moon, with information from Cllr Collon to establish a map of these new development sites.**

Liaison with SCC – i. Road maintenance and footways

No issues were raised.

ii. Highway trees (maintenance and replacement)

Cllr Grose announced that several trees had been felled within the village and the Police had committed to speak to those concerned on Friday. It was agreed that Cllr Grose will speak to Cllr Alex Coombe, ELB and invite him to attend the next meeting.

Proposed by Cllr Grose and seconded by Cllr Moon. Unanimously agreed.

**6b.ii AP6 Parish Clerk to invite Cllr Alex Coomes, ECB to attend the next EHTC meeting.**

Cllr Holt noted that access to Tree Warden training was limited. It was agreed that new Tree Wardens need to be coopted to the EHTC.

**6b.iii AP7 Cllr Holt to head hunt possible Tree Wardens at the Flora and Fauna walk.**

iii. Parking

No issues were raised.

iv. Street Signage

It was noted that several unofficial speed signs had been erected within the Village.

7. Communication of key decisions to residence including input to the Courier and website.

Cllr Grose announced the previous person responsible for producing the Courier had stepped back from volunteering and the printer responsible for producing the Courier was no longer trading. It was noted that the CPC website should mirror the content of the Courier.

8. Matters for information purposes only.

Cllr Marcell announced he would be stepping back from the role of EHTC chair. It was agreed Cllr Moon should take over.


Proposed Cllr Grose and seconded by Cllr Holt. Unanimously agreed.

9. Date of next meeting.

Thursday 19<sup>th</sup> October 2023 at 7.30pm, Small Hall, Claygate Village Hall

Cllr Holt sends her apologies.

Meeting Closed: 8.48pm

Chairman.....

Date.....19/10/23