



DRAFT

**HIGHWAYS, TRANSPORTATION & ENVIRONMENT COMMITTEE MEETING
HELD AT 7.30PM ON THE 31st March 2021 VIA ZOOM.**

Present: Councillors Brian Rawson (Chairman of Committee), Mark Sugden, Jo Collen,
Anthony Marques

In attendance: Sally Harman Parish Clerk & RFO, 2 x member of the public

1. Apologies for absence

Caroline Stevenson notified the Clerk in advance that she would be absent.

2. Declarations of Interest in items on the Agenda

Cllr Sugden noted that he had been in communication with the public speaker this evening but had no financial interest.

3. Confirmation of Minutes of previous H T & E Committee held on 11th February 2021.

It was unanimously agreed that the minutes could be signed by the Chairman of the Committee as a correct record of the meeting.

AP115 Chairman of the Committee to deliver signed minutes to the Clerk.

4. To report on the Actioning of items from the previous meetings.

AP19 & AP54 Simmil Road trees > SCC confirmed to Clerk that they only had trees outside 3, 8 and 12 on their list and that they were not going to fell any trees on Simmil road as none of the trees were Cat 4. They are Cat 2 and 3 priority and SCC are not focusing on those categories for the time being. All cherry trees were planted by SCC with the exception of the Cherry tree outside 5/6 which was planted by VR in 2008. A resident rep notified the council that the road had consensus that the dead trees needed removing and stumps removed/ground down. He confirmed residents are happy to contribute financially to the project and to watering any new trees planted. The Clerk had also received a tree survey from our tree wardens. Our tree wardens confirmed that the trees that need felling are outside house numbers 3, 8, 42, 46 and 47. In addition there are also rotting stumps outside numbers 34 and 44 that need grounding out. Clerk and Chairman met with SCC Highways Officer the week of the 10th September who agreed to meet with the resident representative and work directly with him to resolve the Simmil Road tree situation. Resident Rep met with SCC Highways Officer and action was agreed. **IN PROGRESS** Quote has arrived with SCC for tree removal.

AP60 Clerk to notify Claygate in Bloom of £150 for bulbs & plants for Parade Bed. Cllr Collen to be in contact with Claygate in Bloom. **IN PROGRESS** CVA confirmed plants purchases in progress and planting to occur in the next few weeks.

AP61 Cllr Collon and Cllr Sugden to send photographs of prickly bush and dead fir trees in Applegarth to Clerk. Tree wardens validate Dead fir removal. Clerk to instruct HGS contractor to remove. Clerk to ask HGS contractor to be proactive in notifying CPC of dead trees in HGS sites going forward. **IN PROGRESS.** Dead fir tree has been removed for an approved cost of £200. Our HGS contractor confirmed that he would be back to remove the stump at the end of the week.

AP63 Clerk to contact SALC and request clarity on where liability rests, for example should a member of the public incur an injury on a CPC site, if CPC maintain the HGS sites but do not own them. EBC and CPC HGS contract from May 2010 states that the CPC is liable and as such needs to ensure suitable insurance in place. Clerk to ensure current insurance provider

covers CPC HGS sites and to give a copy to EBC. **IN PROGRESS** Insurers have confirmed CPC are covered as long as we have up to date risk assessments. Updated HGS Risk Assessments added to agenda (item 5)for approval at this meeting. Clerk to then send to EBC. **AP83** MS to submit a question to the 16/11 EBC Local Committee Meeting asking why Stevens lane has been included as a possible road closure. MS to attend meeting and request Stevens lane is removed from the list. A letter was then sent from CP requesting the removal of Steven's lane from the list **DONE** Response from Nick Healey at SCC received stating at this stage the closure of Steven's Lane is only an idea, in response to which residents and other stakeholders are invited to let SCC know their thoughts. He has notified the Active Travel Programme Manager of CPC views on the subject.

AP84 Clerk to contact EBC and SCC Countryside Officers and ask what advice they can give about Countryside and Rights of Way Act 2000 & recording Claygate's footpaths, bridleways, and alleys. EBC Countryside Officer responded saying that there was a significant consultation at the time to define Common Land, countryside access sites and Public Rights of Way, which were all checked and mapped. The main anomaly is Old Claygate Lane from the top of the hill south to Claygate which is an old highway and therefore not a Public Right of Way shown on the definitive map. This is also true for one or two alleys not down as Public Footpaths or shown as part of the adopted Highway Network. He stated any concerns should be passed on to SCC. Clerk responded to the EBC Countryside officer that it appeared nearly all internal cut throughs were missing. EBC responded stating these aren't listed on their internal mapping and ownership could be identified via Land Registry. **IN PROGRESS** Clerk to contact SCC Highways Information and Business Support Team to determine that all internal cut through footpaths in Claygate are mapped correctly.

AP88 Clerk to contact SCC and get an update on progress of moving Horse Sign on Red Lane **DONE**. Cover under agenda Item 10 v d

AP98 MS to identify a contact for the Residents Association at The Firs regarding the branches through the fence line on the pathway between Dalmore Avenue and the Foley. **IN PROGRESS** Clerk in contact with Groundsman of Firs & request gone in.

AP99 Clerk to contact SCC to get branches removed from Hurstbourne Close & fixing the Gordon Road junction box & to ask Glenavon Close to be cleared by CPC HGS contractor. **DONE**

AP105 MS to draft 2 letters to SCC on Highways responsibility of Hare Lane and speed reduction options. **IN PROGRESS**

AP106 Clerk to chase with SCC on Telegraph Lane and Red lane signage post Christmas. **ONGOING** Cover under agenda item 10 iv d

AP108 MS noted a laurel on Common Road also needed to be cut back. **OUTSTANDING**

AP109 Clerk to add addition of Climate Change question to CIL and Grant application forms to CPC 11th March agenda. **DONE** Question approved at CPC Meeting on 11th March.

AP110 Clerk to write to Cllr Mary Marshall noting CPC's support for getting an upgrade to the Playground as soon as possible and querying why Claygate could not be covered in Year 1. Clerk to also contact the Greenspaces team to request when the playground was last refurbished over and above basic repairs and to ask how many playgrounds they look after and the annual budget. **DONE** Covered under Item 9 iv

AP111 Clerk to escalate complaint on Hare Lane Clearance within Network Rail. **IN PROGRESS** Cover under 10 i a

AP112 Clerk to circulate SCC cycle map link to the Committee **DONE**

AP113 Clerk to contact SCC on Red Lane closure and find out what the issue is and to see whether she can be set up on Alerts system. **DONE** Red Lane extended closure was due to delays in Thames water attendance. Clerk now on Alert system & link sent out via Facebook.

AP114 Cllr Sugden to speak to Courier delivery firm and establish if they are still delivering.
DONE Courier firm still delivery **AP116** Clerk to contact delivery firm quote and timeframes for a June Courier delivery.

A motion under Standing Orders 10 a vi was brought by the Chairman to move to Agenda Item 10 ii) and then for the agenda order to resume normal order.

10 ii). Bridleways & Rights of Way

A resident of the public spoke on the Bridleway running from Telegraph Lane to Semaphore House. He raised that the Bridleway was a public safety issue having fallen into disrepair over the last decade. The track is frequently used by horse riders, cyclist and pedestrians. He states that emergency service access was compromised last year when a fire engine couldn't access the top of the track. The resident had been in contact with SCC to try and fix the Bridleway but had been informed it was up to him as the legal owner of the house at the end of the track to fix it. He confirmed he had a meeting planned with the Countryside Officer Mary-Ann Edwards at SCC to discuss. He noted that the Bridleway itself is unregistered with the exception of the last 100 meters by Semaphore house which is owned by EBC.

AP117 Cllr Rawson to attend meeting with resident and Mary-Ann Edwards to assist in reaching a resolution.

5. To review and approve the update Risk Assessments for the Highway Garden Sites (HGS).

The Clerk circulated 3 (Everyday HGS, Volunteers of HGS and Councillor site inspections.) proposed Risk Assessments to the Committee ahead of the meeting.

It was **unanimously agreed** to approve the three HGS Risk Assessments.

AP118 Clerk to circulate to volunteers, HGS contractor and EBC.

6. To consider and agree the replanting plan for Torrington Road following the removal of 3 crab apple trees.

3 aphid infested crab apples on Torrington road have been removed for £150 as notified at the CPC meeting on the 11th Feb. The tree wardens have suggested replacement in the Autumn.

AP119 Clerk to request costs and replacement recommendations from the Tree Wardens and add to next HT&E agenda.

7. To consider and agree the proposed solution to the footpath between Dalmore Avenue and Foley Road.

SCC have reviewed the footpath. The footpath has deteriorated because 1m or so on either side is being used by multiple groups of pedestrians. SCC have asked do we want to encourage this or stop it by building back up the earth or do we want to entertain the idea of widening it.

AP120 Clerk to request SCC recommendation on what to do with footpath and request costs. Clerk to then add to the next HT&E agenda.

8. To agree a plan for Claygate Clean Up Day 2021.

The Committee noted that a Clean up date usually takes place in April each year but due to Covid-19 it had been cancelled last year and would inevitably have to be rescheduled for 2021.

AP121 Clerk to contact Scout's leaders as the Claygate Clean Up Day partners and discuss options.

9. To discuss Environmental Issues

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

It was noted that the HGS sites were all in good order with the exception of the brick bed outside Fruit World which was to be replanted in the next week and dead wood in the hedgerows on the right hand side of the Torrington Lodge Car Park.

ii) Litter, Litter bins, Graffiti and Fly tipping

Cllr Rawson raised that there was only one dog mess bin on Claygate Common which was not sufficient.

AP122 Clerk to refer question of getting additional bin(s) to the EBC Borough Councillors.

It was noted that fly tipping on Woodstock Lane South continued to be an issue.

AP123 Clerk to send out link for reporting fly tipping on CPC Facebook.

iii) Overhanging trees, branches & hedges

Residents and Cllrs were advised to report overgrown hedges on pavements to SCC via [Report it online - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk).

iv) Recreation Ground playground

The Clerk had received an update from EBC Cllr Mary Marshall on the subject of the refurbishment of the playground:-

1. The new EBC Play Strategy has reviewed the approach to refurbishing playgrounds and recommends a 5-year refurbishment programme (as part of a longer-term strategic approach to playground refurbishment) based on the latest independent ROSPA inspection of our playgrounds. Each of the playgrounds has been ranked in priority order, with Claygate 7th (out of 32) in line for refurbishment Claygate`s equipment is not of the condition that requires urgent attention and is therefore potentially scheduled for year 2 or 2022-23. It is the intention for 2-3 playgrounds to be refurbished every year in line with other priority projects. The programme will be reviewed each year to see if any play areas have degraded further which may require small amendments to the order in which they are refurbished.
2. Year 1 of the programme will be in the financial year 2021\22 - subject to a successful CIL bid.

AP124 Clerk to request rank order of the 32 playgrounds.

The Clerk noted that the EBC Greenspaces team had informed her that the broken piece of play equipment in the playground had been delayed due to parts getting lost in the post. It should be fixed by the start of April.

10. To discuss Highways & Transportation issues.

i) Public Transport.

(a) Network Rail works Station Car Park/Hare Lane Embankment Trees

The Clerk updated the Committee on her progress:-

- Network rail have cited the reasoning for the clearance of the slope being down to 45 diseased ash trees which needed to be felled.
- So far she had an e-mail commitment from Network Rail that the slope would be tidied by the 27th March.
- She will continue to push for them to replant some deciduous low growing bushes or trees at least on the road side (they are inevitably citing replanting close to the tracks as not being an option). Network rail have now handed her over to SW Railway.

AP125 Clerk to continue to pursue replanting and why the clearance had yet to happen.

ii) Bridleways & Rights of Way

AP126 Clerk to chase Savills on Bridleway flood under railway bridge over A3 in next month. Savills have committed to attempting to fix in April/May.

Cllr Rawson raised concerns that smaller footpaths on Claygate Common looked to be being used by Horse riders.

AP127 Clerk to raise issue to Co-opted Caroline Stevenson.

Cllr Sugden noted that a resident had raised concern of the use of a footpath between Loseberry Road and Station road by cyclists.

AP128 Cllr Sugden to brief Clerk on issue.

(iii) Traffic Calming and Speedwatch

(a) Hare Lane 20mph

Cllr Sugden to draft 2 letters on the subject as per AP105

iv) Liaison with SCC

a) Road Maintenance & footways.

The Clerk had notified SCC of significant Thames Water leak by Woodstock lane on Friday 26th March.

The Clerk had notified SCC of broken bricks on the Green by the Trough and this had now been fixed.

b) Highway trees (maintenance & replacement)

The Clerk noted that SCC had been notified of a Cherry tree knocked over in the Parade. SCC had confirmed to the Clerk that tree replanting had been organised.

AP129 Clerk to check who was actioning with SCC and timescales.

c) Parking

Dalmore avenue parking representative now in contact with Adrian Harris at SCC.

d) Street Signage

Red Lane Horse sign – SCC have reviewed proposed new location and want it to remain as is due to line of sight and safety concerns. The Committee agreed to leave the horse sign where it is. Telegraph Lane Horse sign – SCC advised that the sign is on their list but installation will be later in the spring.

11. Communication to residents including input to the Courier and the Website

Late May/early June publication planned.

12. Matters for Information Purposes Only.

None

13. To confirm the date of the next meeting on Thursday 3rd June 2021 at 19.30pm

Meeting closed: 20h35

Reserve who may be required for the next meeting: Cllr Swift

Signed:

Dated: