



Caring for Claygate Village

KT10 0JP

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**6th July 2023**

**Minutes of a Meeting of the Highways, Transportation & Environment Committee held at Small Hall, Claygate Village Hall on the 29th June at 7.30pm**

**Present:**

**Cllrs: Tim Freeborn, Donna Holt, Gil Bray, Hadleigh Moon Sue Grose and Cllr George Marcall (Chair)**

**Non-voting advisor: Mark Tymieniaki**

**Locum Parish Clerk and RFO and exiting Parish Clerk and RFO: Ron Spurs and Sally Harman**

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

1) Apologies for absence.

Apologies were received from Cllrs Swift, Twells and Collon.

2) Declarations of Interest in items on the Agenda.

Cllr Holt declared a non pecuniary interest in item 11 and stated she would leave the meeting whilst this was discussed.

3) To confirm the minutes of the previous Highways, Transportation and Environment Committee held on the 27<sup>th</sup> April 2023.

The Committee resolved to Approve the minutes of the meeting held on 27<sup>th</sup> April 2023.

Proposed by Cllr Bray and seconded by Cllr Marcall.

4) To appoint any non-voting advisors to the Highways, Transportation and Environment Committee.

The Committee Resolved to appoint Mr Mark Tymieniecki, John Ovendon and Vanessa Relleen as advisors to the Committee.

APx Clerk to confirm appointments to advisors.

- 5) To consider changing the name of the Highways, Transportation and Environment Committee to Environment, Highways & Transport Committee.

The Committee resolved to change the name of the Committee to “Environment, Highways & Transport Committee.

Proposed by Cllr Marcall and seconded by Cllr Gross.

AP Clerk to update all documentation and website where the name appears.

- 6) To report on the actioning of items from the previous meetings.  
A report prepared by the Clerk was noted (Appendix x)
- 7) To receive a response from Surrey County Council on mature trees and discuss any action required.

The Committee was advised by the Clerk that an email had been received from Cllr Mark Sugden at SCC that where action is intended regarding a tree, a notice will be placed on the tree in question prior to the action taking place.

The Committee resolved that the Clerk carries out the action below.

**APx Locum Clerk to contact SCC to establish the policy of SCC regarding planting of replacement trees. Secondly, the Committee would like to view the list of trees to be worked on and what consultation will take place with local residents.**

- 8) To receive a response from Surrey County Council on potholes and discuss and consider whether any further action is required. This includes a residents’ request for the Parish Council to call a public meeting with an appropriate representative of Surrey County Council to discuss the general state of Claygate’s roads.

The Committee resolved to Approve Cllr Marcall approaching SCC Cllr Sugden to explore the matter further.

APx Cllr Marcall to liaise with SCC Cllr Sugden on potholes.

- 9) To discuss and consider Long Ditton Residents’ Associations Campaign to raise funds to award Village Green Status on Stokes Field Nature Reserve and One Tree Hill and agree if any action is required for Claygate. This includes a residents’ request to consider Village Green Status for the green space at the junction between Red Lane and Telegraph Lane.

The Clerk stated that Meadow Road Island has village green status.  
The Committee resolved that the Chair of the Committee will carry out research into this matter.

**APx The Locum Clerk to contact the resident to advise them that the Council is looking into this and will take the matter forwards. Chair to research Village Green application process and implications.**

- 10) To consider joining with the Claygate Village Association on an initiative to improve aspects of the Village Environment.

Cllr Bray explained that something needed to be done to improve the appearance of gutters and pavements covered in weeds.

Cllr Marcall stated that Claygate in Bloom may organise a working group to look at this issue.

The Locum Clerk outlined the risks associated with residents spraying weed killer on public spaces.

The Committee agreed that the Chair should speak to the County Councillor regarding the appearance of the Parish, particularly those areas where the County has responsibility and secondly that the Locum Clerk contacts SCC regarding Detritus in the Parish.

**APx Locum Clerk to write to SCC regarding how the issue of Detritus in the Parish can be tackled. Chair to speak to SCC Cllr on appearance of Parish.**

- 11) To note Surrey County Councils re-launch of their solar panel group-buying scheme 'Solar Together' which is designed to support residents to invest in local renewable energy generation, cut carbon emissions and save on energy bills.

Cllr Holt left the meeting.

The Committee noted the SCC Project.

Cllr Holt returned to the meeting.

- 12) To consider a letter drafted by Cllr Bray to Cornerstone's proposed base station installation upgrade at Cornerstone 14440852 Horringdon Farm, Vale Road, Claygate KT100LF.

The Committee approved the draft letter prepared by Cllr Bray.

**APx Locum Clerk to send letter prepared by Cllr Bray.**

- 13) To consider the matter of commercial advertising banners on village hoardings/railings and any action required.

The Locum Clerk advised that this is a matter for the Borough Council Planning to deal with.

- 14) To discuss Environmental issues:

- i) Highway Garden Site inspections – Allocate out sites for inspection to Councillors.

The Clerk has a system in place to inspect these sites before each HT&E Committee meeting and this will be continued.

APx Exiting Clerk to allocate out sites to new Committee members.

- ii) Litter, Litter bins, Graffiti and Fly tipping

The Clerk advised that there is a process in place to report graffiti, the Clerk should be informed and the information will be passed onto the District Council.

- iii) Overhanging trees, branches & hedges.

This item was discussed earlier in the meeting.

15) To discuss Highways & Transportation issues:

- i) Public Transport.

This is a TfL issue and outside of the remit of the Parish Council.

- ii) Bridleways and Rights of Way

This matter will be discussed at the next Committee meeting.

**APx The Locum Clerk to contact Ms Caroline Stevenson regarding Bridleways.**

- iii) Traffic calming and Speed Watch.

Report received from Mr Tymieniecki.

The Committee acknowledged that this is an extremely important issue for the community and that it is in the remit of SCC. The Committee will liaise with SCC councillors to explore how road safety can be improved.

**APx The Locum Clerk to contact SCC Councillor to relay the comment above.**

- iv) Liaison with SCC: -
  - a) Road maintenance and footways
  - b) Highway trees (maintenance and replacement)
  - c) Parking
  - d) Street signage

No issues were raised that had not been discussed earlier in the meeting.

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

The Committee will be exploring issues related to the Courier.

17) Matters for information purposes only.

None.

18) Date of next meeting 14<sup>th</sup> September.

Meeting closed: 2100 hrs