



DRAFT

**HIGHWAYS, TRANSPORTATION & ENVIRONMENT COMMITTEE MEETING
HELD AT 7.30PM ON THE 11th February 2021 VIA ZOOM.**

Present: Councillors Brian Rawson (Chairman of Committee), Mark Sugden, Jo Collen, Anthony Marques
Co-opted: Caroline Stevenson, Mark Tymieniecki,
In attendance: Sally Harman Parish Clerk & RFO, EBC Cllr Mike Rollings, 1 x member of the public

1. Apologies for absence

Caroline Stevenson notified the Clerk she would be arriving late.

2. Declarations of Interest in items on the Agenda

The Clerk noted that Dalmore Avenue parking would be discussed later in the meeting which is the road where she resides. She had contacted the Monitoring Officer in advance of the meeting and taken their advice. The conclusion is that as she has no voting rights there is no reason for her not to Clerk the meeting as usual.

3. Confirmation of Minutes of previous H T & E Committee held on 10th December 2020.

The minutes were signed by the Chairman of the Committee as a correct record of the meeting. **AP107** 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** Claygate in Bloom notified. Awaiting planting plan from CiB. Clerk to chase CVA for update.

19h35 Cllr Marques joined the meeting.

AP61 Cllr Collon and Cllr Sugden to send photographs of prickly bush and dead fir trees in Applegarth to Clerk. Clerk to then notify relevant party where required. **IN PROGRESS** Fir tree pictures now received. Clerk has asked tree wardens to validate before sending request to

HGS contractor. Clerk to ask HGS contractor to be proactive in notifying CPC of dead trees in HGS sites going forward.

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. **IN PROGRESS**. Clerk to ensure current insurance provider covers CPC HGS sites and to give a copy to EBC.

AP66 MS to send photos to Clerk of overgrown hedge on right hand side of exit of Cornwall Avenue into The Causeway is causing line of sight issues. Clerk to notify SCC. **DONE**
Informed Liz Shakiri on 10th Sept. Cllr Lesser confirmed it had been actioned. **AP108** MS noted a laurel on Common Road also needed to be cut back.

AP67 Clerk and Cllr Rawson to send letter to Joint Waste Partnership asking them to clarify when the decision to switch the bin colour was made and why it was made. The CPC request whether green bins could be kept for our household waste bins. MS to check if petition was submitted. No petition submitted. **REMOVE**

AP78 Committee members to consider what expenditures are expected in 2021/22 and come prepared to define the final HT&E budget for 2021/22 at the HT&E meeting on the 10th December 2020. **DONE**

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. **IN PROGRESS**. MS attending meeting and submitted the following written question: -

Stevens Lane, Claygate is a key route through the Village with many homes, in addition to which there are eleven residential streets, with many homes, that can only be accessed from it. It is identified as a potential future Active Travel Scheme (ATL 367) which states 'Road closure'. Can the Local Committee clarify exactly what is envisioned, as there is significant concern among residents about vehicular access to their homes if such a 'Road closure' scheme were to be introduced? The Officer response was as follows: The Government's Emergency Active Travel Fund was announced earlier this year as part of the work to combat the COVID-19 pandemic. This emergency fund tasked Highway Authorities to develop and deliver schemes to promote active travel (cycling and walking) and assist with social distancing. The funding is in 2 tranches, Tranche 1 supported the installation of temporary measures to support social distancing and cycling and walking. For example, in Farnham town centre we have narrowed roads and widened pavements to provide more space for pedestrians to assist with social distancing and promote active travel. Tranche 2 will fund permanent Active Travel schemes throughout the County. Locations for these schemes have been identified and bid for. However, this announcement prompted hundreds of requests from a variety of sources (Councillors, residents, local groups) for measures within their community that promoted active travel and social distancing. We reviewed all proposals and decided to use Common Place on the Surrey County Council website as a tool to open a conversation with our residents over these ideas. The schemes on the map on Common Place which identifies Stevens Lane, are schemes which we do not currently have funding for and are not priorities. Stevens Lane was identified as a possible location to explore the concept of a 'Low Traffic Neighbourhood'. A low Traffic Neighbourhood reallocates road space away from road traffic towards pedestrians and cyclists, by introducing point closures. Access for residents would always be available. Please be assured that at this time, the road closure proposal on Stevens Lane is only an idea for future development should there be any possibility to fund further Active Travel works. If in the future, if it was decided to develop this idea, a full public consultation would take place inviting all local residents and businesses to voice their concerns and thoughts over the idea. Depending on the results from this consultation, this idea may or not be progressed. A verbal follow up question was raised at the meeting by MS: What is a point closure, is it a road closure or

expanding footways, what happens to any traffic diverted to other local roads? The Area Highways Manager responded that a point closure is a road closure although access is maintained for residents. Traffic will inevitably move to other routes. He offered to continue a conversation outside the meeting to see if there was any consensus which could lead to a possible scheme being added to the work programme. CPC to write a letter requesting the removal of Steven's lane from the list.

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. **IN PROGRESS** 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. Clerk awaiting response.

AP85 A resident had raised 2 concerns. One being a water leakage on the Causeway and the second regarding a pothole at the Common Rd bus stop. MS to send Clerk details so she can raise with SCC. Common Rd bus stop repaired **DONE**

AP88 Clerk to contact SCC and get an update on progress of moving Horse Sign on Red Lane **OUTSTANDING**. Cover under agenda Item 8

AP94 Chairman of Committee to sign 29th October minutes and drop to Clerk. **DONE**

AP95 Clerk to check if CPC will receive discretionary grant from EBC in 21/22. **DONE**

AP96 Clerk to place Hanging Basket order with EBC. **DONE** Awaiting invoice. EBC will be funding the 16 baskets as usual. Baskets will go up in late May / early June.

AP97 Cllrs and Co-opted members to identify any areas of potential flood risk and come ready to discuss at the next HT&E Committee meeting. **DONE** Cover under Agenda Item 5.

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**

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. **IN PROGRESS** Just Causeway/Hurstbourne branches remaining. Chasing SCC.

AP100 Clerk to write to Cllr Mary Marshall querying the ability of CPC to submit a request to SCC £100m fund programme given that the Claygate Recreation Playground is owned by EBC. **IN PROGRESS** Cover under Item 7 iv

AP101 Clerk to write back saying that the eyesore that has been left is not acceptable and requesting what could Network Rail do to improve it. **DONE** Cover under Item 8i)a

AP102 CPC to submit a letter of support to the local Horse-riding Group. **DONE** A letter went to SCC in support of Pegasus Crossing on Copsem Lane. An Epetition has been circulated to councillors to sign if they wish.

AP103 Clerk to circulate the photos and presentation provided by the public speaker from Horse-riding group to Cllrs. **DONE**

AP104 MS to send SCC 2019 Hare Lane report to Cllrs. **DONE**

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

AP106 Clerk to chase with SCC on Telegraph Lane and Red lane signage post Christmas. **ONGOING** Cover under agenda item 8d

5. To discuss the EA Flood Action Campaign

The Clerk circulated the EA Flood action plan to Committee members ahead of the meeting. The prime focus of the EA Flood Action plan is to raise awareness of flooding with the general public. EBC had actioned a full strategic review of the flood situation in Claygate in 2019. In

this review Claygate was classed as low risk for flooding from rivers. The River Rythe had creating some fluvial flooding on Hare Lane and Rayleigh Drive historically. The EBC review noted that there is a high risk of surface water flooding in Claygate. SCC have identified the following locations as susceptible to surface water flooding: Oaken Lane, Gordon Road, The Avenue, The Parade, Foley Road, Church Road, Coverts Road, and Littleworth Road. It was noted that SCC had been actively clearing gullies in a number of problem roads over the winter period. In particular, the work that SCC had done in widening the gullies on Church Road by the bus stop, appeared to have been a success. SCC will still need to clear out the gullies each year due to leaves but once cleared the gullies should function correctly and Church Road should remain flood free. Finally, it was noted that Claygate Centre on Elm Road was an Emergency Rest Centre in the event of a flooding incident.

The CPC urged Claygate residents to move their cars on days that SCC are cleaning gullies to ensure SCC has the best chance in preventing surface water flooding. They asked that Raleigh Drive residents contact Thames Water in the event of flooding in that area as it was often relating to the pumping station by Hare Lane Green. CPC would continue to push that new developments in the area, such as Claygate House, are taking a proactive responsibility to protect the River Rythe area from future flooding and that they are doing their bit to maintain the river.

The Committee agreed that EBC Strategic Flood review had identified the areas of concern and that CPC will continue to monitor the situation.

The Clerk then updated the committee on the flooding under the railway bridge on the Bridleway South of the A3. Savills had informed her that they had Freeflow on site for 3 days pumping water from the underpass to try and clear the drain, however they were fighting a losing battle as the water was coming off the fields and into the underpass faster than we could pump it out. They've spoken to Surrey County Council and H&S signage has gone up for the time being to advise of deep water and blocked access. They will then need to revisit this in April/May once the winter rains have passed to pump the water away and then either clear the existing drain or look at alternative options of providing an outlet for the surface water runoff. Savills want CPC to be assured that it is something they're taking seriously and they are looking to find a long term solution to.

6. **Local Climate Action Plan**

It was noted that CPC do not own any assets and as such there are limits to what the CPC can do over and above what it has already put in place. The CPC had already actioned the following: -

- CPC had been vocal in it's support of the EBC Local Climate Action Policy.
- The CPC had supported projects such as planting Highway trees and supporting the Boomerang Bags project.
- It had provided grants to the CVA to covert all the Xmas lights to LED.

It was raised that there was an opportunity to drive proactive climate change thinking in Grant and CIL applications by inquiring about what applicants were doing to combat climate change in their submissions.

It was **unanimously agreed** to put a recommendation to the full Parish Council to amend Grant and CIL applications to include a question on what the applicant is doing to mitigate climate change.

AP109 Clerk to add to CPC 11th March agenda.

7. To discuss Environmental Issues

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

All HGS sites were in good order with the exception of the dead firs in Applegarth which the Clerk is looking into. The HGS contractor had done a good job of clearing Glenavon Close.

ii) Litter, Litter bins, Graffiti and Fly tipping

The Clerk noted that there was a significant amount of communication coming from EBC regarding dog mess and littering in Open Spaces.

iii) Overhanging trees, branches & hedges

No issues raised.

iv) Recreation Ground playground

Following the original letter from CPC requesting an upgrade to the playground the Clerk contacted EBC Cllr Mary Marshall again to query how the playground can receive funding under Surrey £100m project given that it was owned and managed by EBC. Cllr Mary Marshall notified the Clerk that a CIL bid for funding for ongoing playground improvements will be put to the Strategic EBC CIL Board. The current proposal, following an independent assessment of the quality/priority, is that Claygate will be included in the early part of the strategy and funding is being sought to update parts of the play area in year 2-3 of the programme. The Committee noted a further piece of climbing equipment has now been closed off for 4-5 week as it awaits parts.

AP110 Clerk to write back to Cllr Mary Marshall noting CPC's support for getting an upgrade 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.

20h20 Caroline Stevenson joined the meeting.

8. To discuss Highways & Transportation issues.

i) Public Transport.

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

The Clerk submitted a further email on the 17th December to Network rail and received an apology email with no resolution which the Committee was not satisfied with.

AP111 Clerk to escalate complaint within Network Rail.

ii) Bridleways & Rights of Way

A co-opted member of the council notified the Clerk of an Elmbridge Cycling Plan co-ordinated via Surrey Highways. There were no official cycle routes through Claygate at this time.

AP112 Clerk to circulate link to the Committee.

iii) EBC Car Parks

It was noted that the minimum charge for Claygate's car parks was now 90p for 1 hour. Cllr Sugden noted that the effect of abolishing the 30min free parking would lead to cars parking in the roads and that it did not support local businesses.

v) **Liaison with SCC**

a) **Road Maintenance & footways.**

It was noted that both Red Lane and Hare Lane had full or partial closures due to road works.

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.

b) **Highway trees (maintenance & replacement)**

No issues to note.

c) **Parking**

Cllrs declared that they knew the Clerk who lived on Dalmore Avenue. It was noted that there was a known parking problem on Dalmore Avenue and that the narrow nature of the road restricted the safe access of emergency services and waste management services. A resident representing the road had contacted the Clerk stating that the majority of residents on the road supported some form of parking restriction. The CPC noted that cars could park in the public carpark on Hare Lane instead. The Clerk would put the resident representative in contact with SCC and then they would be advised to liaise with them directly.

d) **Street Signage**

Telegraph Lane Horse sign was still not in situ. An update from the SCC Countryside officer had been received by the Clerk. The sign was on the list but they've been delayed due to limited access to contractors, and other higher priorities. It would be unlikely to get done now until later in the spring. There was no update on the horse Sign on Red Lane and the Clerk would continue to chase.

9. **To discuss how the council can mark the 200th anniversary of the Claygate Pearmain Apple Tree.**

One of the Tree Wardens had notified the Clerk that 4 mature Pearmain trees existed in gardens in Claygate. She suggested that CPC asks for existing and prospective sites in the next Courier. The Committee were reminded that new trees are best planted in the autumn. Cllr Sugden noted that Claygate Garden Society will be encouraging residents to plant Pearmain.

10. **Communication to residents including input to the Courier and the Website**

Cllr Sugden raised the dilemma of lockdown on Courier deliveries citing that it was a Health and Safety issue and that the CPC should not be creating undue risk by actioning physical deliveries.

AP114 Cllr Sugden to speak to delivery firm and establish if they are still delivering.

11. **Matters for Information Purposes Only.**

None

12. **To confirm the date of the next meeting on Wednesday 31st March 2021 at 7.30pm**

Meeting closed: 21h10

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

Signed:

Dated:

Appendix A

Claygate Speedwatch Team Report for Period Nov 2020 – Feb 2021

The Team

There is no change from the previous period, we have two active trained members, two currently shielding members and a further number of individuals on the list who wish to be kept informed of our activities.

We have recruited two extra volunteers and now await the on-line training module to be made available by Surrey Constabulary. This I am assured is ready and in the process of having the voice over added.

Schedule

All planned sessions to date have been cancelled due to the pandemic.

Locations

No change.

Equipment

No Change.

Results this Year

Once lockdown 3 was introduced, I took the decision to stand down. We could have carried on but the constabulary left this to the teams and warned of possible driver hostility.

As the two active members are both in the top 5 groups, and two further are shielding, it is my intention not to restart until three weeks after the two active members have had their first jobs. The shielding members will hopefully restart most likely after their second jobs.

Observations regarding Traffic Growth

Far less traffic due to covid, but traffic moving more aggressively.

Making Good Pavements after Building Work

Pavement outside no. 26 is still a mess.

20MPH On Hare Lane Project

The report prepared and circulated by SCC made interesting but stark reading. There is no simple option due in part to the width of the roadway and more equally importantly the width of the pavement on the BT Exchange side. Speedwatch sessions at the BT Exchange rarely 'catch' speeders due to the nature of the road. Whilst options 2B and 4 seem the most sensible, the real issue are large vehicles, which again is a function of the road layout. The junction with Loseberry Road is such that a reduction in speeds coupled with suitable signage is probably the cheapest solution, enforcement being another matter.

Once you restrict speeds on Hare Lane the residents will then request the same for Oaken and Red Lanes, so this could be Claygate's 'Pandora's' Box so to say. The main issue still remains, namely that of heavy goods vehicle access into and out of Claygate.