



DRAFT MINUTES

HIGHWAYS, TRANSPORTATION & ENVIRONMENT COMMITTEE MEETING HELD AT 7:30PM ON THE 27TH APRIL 2023 AT CLAYGATE VILLAGE HALL.

Chair of the Committee: Cllr Rawson

Committee Councillors Present: Cllr Bray, Cllr Collon,

Co-opted Committee Members Present: Caroline Stevenson, Mark Tymieniecki, Vanessa Relleen,
Gareth Jones

In attendance: Sally Harman Parish Clerk & RFO

The Clerk noted at the start of the meeting that she would be recording the meeting to assist with her minutes and that the recording would be destroyed upon approval of the meeting's minutes at the next Committee meeting.

1. Apologies for absence

Apologies received from Cllr Wang, Cllr Sugden, Cllr Marques, Cllr Swift, Cllr Grose and Will Harrison-Cripps

2. Declarations of Interest in items on the agenda

None.

3. To confirm the minutes of the previous Highways, Transportation and Environment Committee held on the 9th February 2023.

It was **unanimously agreed** to approve the signing of the HT&E Committee minutes from the 9th February 2023 with no amends.

Cllr Rawson signed the minutes, witnessed by the Clerk.

AP45 Clerk to upload minutes on to website.

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

The Clerk had circulated her Action Point Report ahead of the meeting (Appendix A). The Committee noted the report.

5. To discuss and consider any action required to the recent felling of mature trees within Claygate.

The Clerk had received a number of emails from concerned residents regarding the recent felling of mature trees on St Leonards Road and Gordon Road. The Clerk had circulated a response from SCC Cllr Mark Sugden to the recent tree felling that she had been copied into. (Appendix B). The Tree Wardens and the Committee discussed their views on the recent tree felling. They noted that there was no consultation process with residents by SCC on tree felling.

It was **unanimously agreed** that the Clerk ask SCC Cllr Mark Sugden to action the following: -

- Share the forthcoming tree felling list for the Parish,
- Request SCC grind out the stump left on the corner of Gordon Rd/Albany Crescent and replant.
- Clarify that CPC's priority is to replant rather than tarmac over holes left by tree removal and ask why SCC is tarmacking them over rather than replanting.

AP46 Clerk to contact SCC Cllr Mark Sugden.

6. To discuss and consider any action required to a resident's health and safety concerns of the Garages on the Land South of 22 to 32 Holroyd Road.

The Committee discussed the rubbish and health and safety concerns at the Garages on the Land South of 22 to 32 Holroyd Road.

It was **unanimously agreed** to request that Elmbridge Borough Council Environmental Health department inspect and take action to clean and remove any health and safety and environmental hazards present at the Garages on the Land South of 22 to 32 Holroyd Road and that the Clerk write to EBC's Planning department and request an update on the state of play of Planning application 2021/0349.

AP47 Clerk to write to EBC Environmental Health department and Planning Department.

7. To discuss and consider any action required to the threat of Oak Processionary Moths within Claygate.

The Clerk had been copied in on a letter a resident of Oaken Lane had received from Forestry Commission regarding Oak Processionary Moth Control. It referenced a Pilot scheme private residents support program which the Forestry Commission were running. The Committee noted the letter and that residents could access information on OPM on the government website here:- [Managing oak processionary moth in England - GOV.UK \(www.gov.uk\)](http://www.gov.uk).

8. 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 required for Claygate.

A resident of Claygate had contacted the Clerk and asked for the Council to consider if the approach of securing Village Green status that Long Ditton Resident's Association were taking to try and preserve the Stoke Field Nature Reserve and One Tree Hill from development could be used in Claygate. The Committee noted that historically the Parish Council had secured Village Green status for the Meadow Road Island and that it had applied for Village Green status for The Green but the request had been rejected.

It was **unanimously agreed** that the next HT&E Committee on the 29th June 2023 should consider whether any village green applications were needed in Claygate.

AP48 Clerk to add to 29th June 2023 agenda.

9. To note Elmbridge Borough Councils Countryside team are looking for more volunteers and agree any action required.

The Committee discussed the volunteer request from EBC's Countryside team.

It was **unanimously agreed** that the Clerk advertise the EBC's Countryside Team call for volunteers on Facebook, the CPC website and put a poster up on the CPC noticeboards.

AP49 Clerk to post volunteer request on Facebook, Website and noticeboard.

10. To note the consultation by Natural England on the extension of the Surrey Hills Boundary and agree any response required.

The Committee noted that the proposed extension to the Surrey Hills Area of Outstanding Natural Beauty looks to increase the size of the area by 25%, over 100 square kilometres. Already a quarter of the county of Surrey is nationally protected as the Surrey Hills and the proposed extension would take this figure to over 30% of the total area. The consultation by Natural England opened on 9th March and runs for 14 weeks (Appendix C)

It was **unanimously agreed** that Committee members should response to the consultation individually.

11. To discuss Environmental issues:

a. Highway Garden Site inspections (including reports from Councillors)

It was noted that all HGS sites that CPC and SCC look fine except for the Coverts Rd/Foley Rd triangle where plants had died. Vanessa Relleen, as a member of the CVA, noted that the funds provided by CPC for new plants had been received and new plants were going to be planted next week. For sites maintained solely by SCC it was raised that the grass height was affecting site lines on the Woodstock Lane triangle. In addition, the Parade bed with its tulips planted by Claygate in Bloom looked fantastic.

It was **unanimously agreed** that the Clerk should report the height of the grass on Woodstock Lane triangle and also write to Claygate in Bloom thanking them for the planting on the Parade Bed.

AP50 Clerk report overgrown grass to SCC and write a thank you letter to the CVA.

b. Litter, Litter bins, Graffiti and Fly tipping

The Clerk noted that Clean Up Claygate day was taking place at 10am on the 13th May starting at the Hare Lane Car Park by Champion Timber. She noted that she needed Cllrs help in running this event.

The Clerk noted that a resident had contacted herself and Cllr Bray regarding effluent running from the waste pipe behind Averno and Zeitoun restaurants Claygate Green. She had directed the resident to her Borough Councillors to assist her with getting support from Environmental Health team at EBC.

c. Overhanging trees, branches & hedges

It was noted that the verge was being removed on Woodstock Lane South and appeared to be being used for parking.

It was **unanimously agreed** that the Clerk write to SCC Cllr Mark Sugden to note CPC's concern over the recent cut backing of verges on Woodstock Lane South.

AP51 Clerk to write to SCC Cllr Mark Sugden noted CPC's concerns.

12. To discuss Highways & Transportation issues:

a. Public Transport.

The Clerk noted that she had been communicating any road closures or bridge closes out on Facebook and the website where appropriate. The Committee noted that the temporary bridge at the Station was now up.

b. Bridleways and Rights of Way.

A resident had contacted the Clerk noting that the bridleway running under the bridge on the other side of the A3 was impassable again following heavy rain at the start of April. The Clerk had reviewed this week and a puddle remains but no problem passing. The Committee noted and agreed that they monitor the situation but no further action was to be taken at this time.

c. Traffic calming and Speed Watch

Mark Tymieniecki updated the Committee on the latest Speedwatch sessions (Appendix C). He noted that traffic volumes had increased considerably YOY however speeding statistics looked good. The Committee noted that the railway bridge closure on Hare Lane could have affected traffic volume levels and that the comparable sessions were different times of day.

AP52 Cllr Bray to sit down with Mark Tymieniecki to work through his reports to see whether they can work out on the long term trend of traffic characteristics in the village.

d. Liaison with SCC: -

a) Road maintenance and footways

Several residents had contacted the Clerk regarding potholes along Oaken Lane and Littleworth Road. She had directed them to the SCC website and informed them to escalate to SCC Cllr Mark Sugden if the issue wasn't resolved. The Committee noted that the Electric Vehicles weigh 30% more than petrol and diesel cars so the pothole situation is expected to get worse.

It was **unanimously agreed** the Clerk write to SCC Cllr Mark Sugden and ask for him to produce a report on the pothole situation in Claygate and what SCC is doing about it for the next HT&E Committee.

AP52 Clerk to write to SCC Cllr Mark Sugden requesting a pothole Report and add to next HT&E Committee meeting.

b) Highway trees (maintenance and replacement)

Covered under Item 5.

c) Parking

The Committee noted from the 1 April 2023, Surrey County Council, had taken over responsibility for the management of on-street parking and the enforcement of parking regulations from the borough and district councils. However, any parking fines issued prior to 1 April are still the responsibility of the borough and district councils.

The Committee noted that following a SCC Parking Consultation double yellow lines were now in place in Dalmore Avenue and on corner of The Avenue.

d) **Street signage**

Nothing to note.

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

Nothing to note over and above what had been discussed earlier in the meeting.

14. Matters for information purposes only.

The Committee noted that it was the last meeting of the sitting Council. The Committee thanked the Clerk for her work.

15. Date of next meeting 29th June 2023.

Meeting Closed: 20h45

Signed:

Date:

APPENDIX A

April 2023

CLERK'S ACTION POINT REPORT

AP52 Clerk to report Bridleway at end of Coverts Road to SCC. Clerk to ask Cllr Marques to send picture and report. Clerk has submitted and still awaiting a response from SCC. **IN PROGRESS**

AP31 & AP38 Clerk to submit tree planting request to SCC. Actioned. 3 location options have been proposed by SCC for Cllrs to decide on. Cllrs voted to not pursue with planting a tree **DONE**

AP33 Clerk to check Scouts can make 13th May for Claygate Clean up day and then prepare communication to village (Courier, Website, Facebook). **DONE**

AP35 Clerk to send request to SCC Cllr Mark Sugden for the Red Lane/Stevens Lane triangle to be incorporated into the Speed Policy Assessment that SCC are due to carry out on Red Lane. Clerk has actioned. Awaiting response. **IN PROGRESS**

AP37 Clerk to upload final minutes for 8th December HT&E Committee on to website. **DONE**

AP39 Clerk to contact Network Rail to clarify paint colour for Hare Lane Railway Bridge and notify Cllrs in case an extraordinary meeting needs to be called. Bridge painted green and so Extraordinary meeting was not called. **DONE**

AP40 Clerk to write to Savills with CPC's response to Savill's Oxshott Woodland's management plan. **DONE**

AP41 Cllr Sugden and Cllr Wang to submit their HGS reports to the Clerk. **DONE**

AP42 Will Harrison-Cripps to send photo of loose branch to Clerk or report direct to SCC via their website. **DONE**

AP43 Clerk to ask Mark Tymieniecki if he can publish trending graphs once the Railway bridge diversion has ended. He has put in a request **DONE**

AP44 Clerk to report blocked gullies to SCC between Hare Lane and The Avenue. SCC confirmed that they had now raised a job for their ad hoc jetter to attend to this to clean and identify any issues. If the standing water continues to be a problem they can arrange for the gully and outlet to be CCTV and any further works identified as a result can be programmed in for excavation works at a later date. This location will remain on the list until this issue is resolved. **DONE**

APPENDIX B

Surrey County Councillor Mark Sugden's Tree Response to residents concerns on recent Tree Felling in Claygate April 2023

1.Tree Maintenance

The link below provides a topline on SCC tree maintenance)

<https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/trees-grass-and-hedges/trees/maintain-our-trees>

To quote from the information provided:

'Our team of tree specialists check our trees on a three or five year cycle. Their checks include

1. locating and recording structural defects
2. checking for disease

3. assessing the tree's condition.

The tree is given a risk score out of 5, with 5 being the highest risk. The score takes into account the number of users of the road and reflects the potential risk of harm or damage that could be caused if any part of the tree were to fall down.

Our aim is to keep as many trees as possible. We do not remove trees with minor defects. Only trees that are dead, diseased or may collapse are removed'.

2.Planting New Trees

The Council has a plan to plant 1.2 million new trees by 2030 - they have recently employed a Highways Environment Officer (HEO) whose primary role is to get trees in the ground.

Residents can request trees for planting on highway land – there is an online form and a fee of £25 – this covers the cost of checking if the highways verge is large enough (minimum 110 cm) and most importantly underground utilities. If this check is ok then the Council will order the tree requested by the resident from a list of varieties and arrange for it to be planted at no cost to the resident above the £25 non refundable application fee. (Link below on tree planting)

<https://www.surreycc.gov.uk/roads-and-transport/permits-and-licences/planting-trees>

I am encouraging residents to apply. In the last few months new trees have been planted in Simmil Road, Claygate and Manor Road South, Hinchley Wood and I was out and about a week or so ago with the HEO in response to other requests, primarily in Hinchley Wood.

3.The Claygate Trees you mention

-Torrington Road, I was aware of and I understand it was diseased.

-The Causeway, I do not know the background to this one

-St Leonards Road the response to my immediate request, on the day when this was reported by a local resident, as to what was going on was:

'I have spoken to our Arboriculture Team they have advised that two trees have been found to be in poor condition and require removal for safety reasons'

and

'.... London Plane trees,... and 2 of them towards the Fairlawn Close end of the road have a disease. They were inspected last May and graded as a P4 (so they have 12 months to fell them). Because of the damage to the pavement, it has been recommended that they have the stumps removed and pavement reinstated'

Note: normally stumps are not removed but any felled tree is cut down to around a metre stump - this is for both cost and environmental reasons.

-Albany Crescent/Gordon Road Red Oak.

This tree has been monitored since 2017 with an annual visit in 2017, 2018, 2021, 2022. I Tomography, which I understand is like a tree XRAY scan has been undertaken at each inspection.

I am not a tree expert but it was recorded as 'Decayed basal region, with several fungi brackets at ground level. Internal decay appears localised, however, some

brackets are located right in buttress roots.

After the 2022 inspection and analysis of the results it was determined to fell the tree.

I met on site with the HEO and local residents and together along with Highways

we are developing a plan, given the prominence of this tree and location which

will involve the removal of the stump, creating a tree pit and planting another

tree.

I have also asked the tree team if I can get a list of any other substantial trees in

Claygate that may be on the list to be felled in the future due to disease so that

there is advance notice.

As a Claygate resident, who with others contributed and helped plant trees down The Avenue a few years ago, many of which will be blossoming soon, I want us to retain our trees and plant more.

390118590 Cherry tree, Langbourne Way/Denman Drive. This tree was felled due to the decayed basal region and the lean of the tree towards the footpath and carriageway. There was a historical wound at the base of the tree which had become infected with a fungal pathogen (*Ganoderma applanatum*) that degrades the structural integrity of the wood. It was foreseeable at the time of the tree survey, dated 11th May 2022, that this tree would fail in the future and therefore the decision was taken to remove the tree. A tree that has a structural issue can still have good vitality and show signs of good health as long as the vascular system is still intact but this does not mean that the tree is "safe".

Below relates to 2 trees in Crediton Way

390153805 Unknown species. This tree was felled and had the rootball ground out because it was recorded as dead by the surveyor in the last inspection dated 11th May 2022.

390153806 Unknown species. This tree was felled and had the rootball ground out because it was recorded as dead by the surveyor in the last inspection dated 11th May 2022.

APPENDIX C

Be Part of the Journey: Natural England outlines proposals of a bigger and better Surrey Hills Area of Outstanding Natural Beauty

Boundary reviews of our nationally protected landscapes do not come around very often; in fact, this is the first time the public has had a chance to influence the boundary of the Surrey Hills since it was first designated as an Area of Outstanding Natural Beauty in 1958.

This week on Tuesday 7 March, Natural England opened their public consultation period of 14 weeks to gather comments from individuals and organisations on a proposed extension to the Surrey Hills Area of Outstanding Natural Beauty. The Surrey Hills Board met on Wednesday and discussed this fantastic opportunity with thanks to the hard work undertaken by Natural England so far.

Kathy Atkinson, Chair of the Surrey Hills Board said:

“Whether you are a resident or a visitor to the Surrey Hills, you will know just what an incredible landscape this is; we are so close to London yet you can feel a million miles away from urban life when you stand on one of the many viewpoints in the Surrey Hills, take a deep breath and look southwards to the outline of the South Downs, with gorgeous undulating countryside and woodland in between.

By extending the Area of Outstanding Natural Beauty we will be protecting it by law for the future, and it could unlock additional resources to help the Surrey Hills thrive, in a way that is good for nature and for people. This is – literally – a once in a lifetime opportunity to tell the government how important this area is for all of us, and to ensure as much of it as possible is protected for future generations. I would encourage anyone who cares about this precious natural environment to get involved in the consultation and make their voice count.”

The proposed new boundary has been developed following an initial public engagement phase which ran from January – February 2022, during which Natural England received over 2,000 pieces of evidence from residents and community groups to help inform which areas should be considered as an extension to the Surrey Hills Area of Outstanding Natural Beauty. In the last year Natural England has been evaluating the evidence, as well as undertaking field and desk-based research to create a proposed new boundary and a bigger Area of Outstanding Natural Beauty.

The proposed extension to the Surrey Hills Area of Outstanding Natural Beauty looks to increase the size of the area by 25%, over 100 square kilometres. Already a quarter of the county of Surrey is nationally protected as the Surrey Hills and the proposed extension would take this figure to over 30% of the total area.

This is a fantastic opportunity to improve the conservation of our natural and cultural heritage, to enhance people's access to the landscapes they love for mental and physical wellbeing, to nurture sustainable economic growth and to protect the unique habitat and species that call this area home.

You can read Natural England's full press release [here](#) and find out more from the Surrey Hills [here](#).

To get involved in the consultation, [click here](#).

APPENDIX D

Claygate Speedwatch Team Report for Period Apr 2023 - 2023

The Team

We now have 7 trained members, one is however on 'three months sick leave'.

Schedule

Have held 39 sessions in the period and I attach two summary reports giving a breakdown of the results. I am informed that we are one of the most active teams in Surrey.

Locations

No change although the bridge closure increased the flow on Oaken Lane

Equipment

No Change

Results this Period

Please see Summary and Historical Analysis that follow.

Observations regarding Traffic Growth

A request was put into the system to generate Traffic Growth metrics, a first attempt has been made which I attach and would like feedback. At first certain figures seem alarming, however the average vehicles /session is fairly constant we tend to focus on early morning and midday as these are the peaks according to the analysis of our sessions . The period includes the closure of the railway bridge which fed all traffic into Claygate from Esher and Hinchley Wood through Oaken Lane which I would like to think explained this. Both Red Lane and Stevens Lane seem stable.



Town/Parish Council Report for Claygate.

Reporting between 2023-03-26 and 2023-04-27

Current Volunteers	=	7
Summary for this Period		
Number of Sessions this period	=	5
Total Vehicles exceeding limit	=	10
DVLA Valid vehicles	=	7
Accuracy	=	70%
Maximum Speed recorded in 30 limit	=	40 mph(+33%)
Police Actions this Period		
Letter Sent	=	7
Overall		
My group started Recording* on	=	2021-04-13
Number of Sessions since start date	=	72
Vehicles recorded exceeding limit since start date	=	277
Maximum Speed recorded in 30 limit	=	70 mph(+133%)

Date	Time	Type	Location	Recorded	Letters	All Vehicles	Percent
2023-04-25	13:30 -> 14:30	Traffic heading South East	Oaken Lane-EAST FOOTWAY OUTSIDE 26/28	3	2	421	0%
2023-04-05	09:30 -> 10:30	Traffic heading South East	Oaken Lane-EAST FOOTWAY OUTSIDE 26/28	4	3	525	0%
2023-03-28	16:00 -> 17:00	Traffic heading South East	Oaken Lane-EAST FOOTWAY OUTSIDE 26/28	3	2	377	0%
Totals				10	7		

The type field shows if the Session was
 Ad-Hoc - one not booked using the Campaign Calendar.
 Booked - one in the Campaign Calendar awaiting results or with zero offenders (shown in yellow).
 Scheduled - one in the Campaign Calendar with records booked to this session.

NOTE:- Recorded column is the total number of vehicles recorded during this session.
 Letters column is the total number of Offence letters sent for this session.
 All vehicles column shows the count of vehicles passing if recorded by group.
 Percent column shows the percentage of offending vehicles vs total passing.
 * Start Date is date of first recorded internal batch id not necessarily your groups original start date.