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21st April 2026

**Minutes of the Environment, Highways and Transport Committee of
Claygate Parish Council held on Thursday 9th April at 8.30pm at
Treetops Pavilion, Recreation Ground, Church Road, Claygate**

Present: Cllr Bray (Chair), Cllr Holt, Cllr French, Cllr Burns and Cllr Herbert

In attendance: Dawn Lacey (Parish Clerk & RFO)

Non-Voting Advisors (NVA): Mark Tymeniecki, Vanessa Relleen
and Simon Hope

SCCllr Andy Burton, Cllr Sheppard and 12 Members of the Public

1. Apologies for absence.

Apologies from Cllr Moon.

2. Declarations of Interest on Items on the Agenda.

None.

3. To confirm the minutes of the meeting held on Thursday 12th February 2026

The minutes of the meeting held on 12th February 2026 were approved and signed by the Chairman as an accurate record.

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

All completed

5. To discuss any recent correspondence received and agree any appropriate action.

Cllr Bray reported on the external correspondence he had conducted since the last EHTC meeting in February. A full list is attached (Appendix 1). There were no matters arising.

6. To note the resignation of NVA Caroline Stevenson

The Committee formally noted the resignation of Caroline Stevenson as a Non-voting Adviser after over 25 years' service.

ACTION: Chair to write formally thanking Ms Stevenson, with specific reference to her long service.

7. To answer any questions from Members of the Public.

A member of the public asked to what extent submissions by residents about the 20mph report had changed the views of members of the EHTC on the issue. Cllr Bray responded by noting that members had not yet received the revised [2nd] version of the report, although this has recently been presented to him. He noted that the way in which the report would be processed through the PC had not yet been agreed, though this would be discussed at a coming Meeting of Councillors, views from which would come to the meeting of CPC on April 30th.

The resident asked a supplementary question, asking for assurance that the submitted views of residents had been thoroughly considered and addressed in the 2nd version. Cllr Bray assured him that, in his view, they had.

8. To receive a report from SCCllr Andy Burton

SCCllr Andy Burton gave a full report which is attached (Appendix 2)

9. To Update Re Processing the TPAC Report on The Desirability, or Otherwise, of a 20 mph Zone Along the West End of Hare Lane through the Parish Council.

This item was covered under Item 7

10. Matters Arising from the Annual Parish Meeting (19 March 2026)

The Committee reviewed highway-related issues raised by residents, including:

a) Oaken Lane Road Safety

Noted. Speeding to be reviewed within existing workstreams.

b) Blocked Footpath (Former Barclays Bank)

Persistent obstruction identified.

ACTION: Chair and SCCllr Burton to meet on site to assess remedial options.

c) Milbourne Lane / Copsem Lane Junction

Not within parish boundary – no action.

d) White Lines (Stevens Lane / Common Road)

Confirmed as in hand.

e) Parking Restrictions (30-minute bays)

To be revisited alongside wider parking policy discussions.

ACTION: TPAC to report back next meeting.

f) Church Road / St Leonard's Road Roundabout

Signage and behaviour concerns identified.

Action: SCCllr Burton and PCllr Bray to visit site to assess issue.

g) Cycling Provision

Deferred for fuller discussion at a future meeting.

h) Potholes

Residents to be directed to FixMyStreet.

i) Red Lane Safety

Ongoing work by SCCllr Burton and PCllr Burns; residents awaiting formal response.

j) Blue Heart Verges

Clarification provided on seasonal cutting and SCC responsibilities.

11. To Review the "Wingham Walk" Paper

The Committee considered a paper on wheelchair access following a site walk by former SCCllr Sugden and PCllr Holt from Wingham to The Parade

A relevant extract from SCCllr Burton's report to the meeting is shown below:-

"Walking route from Parade to Wingham Court – acknowledgement from SCC LCWIP team of request for 5 improvements to pavements to facilitate wheelchair access from Wingham Court through to the Parade. CIL Funding likely required."

SCCllr Burton noted that these 5 items had the missed current funding cycle but confirmed that they were included in the 2026–27 Active Travel funding list.

It was further agreed that the remaining items in Cllr Holt's paper would be pursued by Cllrs Burns and Holt offline.

12. To Receive a Report from Speed Watch.

There was further discussion on repeated accidents and roll-over accidents on Red Lane.

Key points:

- Speed Watch limitations noted
- Potential for additional monitoring and police engagement
- Engineering solutions considered but constrained by funding

ACTION: Chair and N-VA Tymieniecki to pursue enforcement and monitoring options offline.

13. To Receive an update from the Transport and Parking Advisory Committee.

a) Heavy Goods Vehicle Restrictions (3.5t)

Discussion on feasibility and impacts on local businesses.

Resolved: PCllr Burns and N-VA Hope to review options and report back at the next meeting.

b) SCC Highways Guidance Document

Agreed to publish the guidance paper on the parish website for residents.

ACTION: Clerk

c) Rat Running

Acknowledged difficulties around enforcement and data protection. No immediate action agreed.

14. To Review the Current Situation with the Bench Installation on the Parade.

The Clerk confirmed the Invoice had now been paid.

ACTION: [1] Clerk to source and report costings of the plaque to the next meeting.

[2] Cllr Holt to contact supplier re installation.

15. To Consider the Invitation for the CPC to join Healthy Travel Surrey.

The Committee agreed the invitation was not appropriate during election purdah.

ACTION: Chair to write declining engagement at this time.

16. To Receive a Report from Southwestern Railway.

The Chair reported:

- Design and work programme in place
- Funding bid submitted to DfT

· Works expected in financial year 2026–27

17. To update on EBC's Climate Change Citizens' Panel (CCCP)

They are currently no further updates.

ACTION: Clerk to remove from future agendas until further information is available.

18. To update on the Brash Pile

The Brash Pile had been removed and the Contractor confirmed that there was no evidence of rats found.

A resident noted that he had seen rats in the area after the removal of the pile. The EHTC took this on advisement.

19. To Update on the Highways Garden Contract.

It was confirmed that the Contractor now provides site-by-site notifications to the Clerk as regards dates on which he has worked on the sites who then passes this onto the relevant Councillor for that site, so they can inspect a.s.a.p. post facto.

Cllr Bray noted that the contractor had agreed to water the new planting on his fortnightly mowing visits – free of charge.

19. Update on the Grit Bins

Cllr Bray will contact Cllr Moon for further information, and he will then pursue the matter.

ACTION: Cllr Bray

20. Matters for Information Purposes Only

None.

21. Date of Next Meeting: Wednesday 25 June 2026, Claygate Village Hall, Small Hall, Church Road, Claygate – 8.30pm

Signed:

Date: