

**Minutes of meeting**

**SURREY COUNTY COUNCIL'S LOCAL COMMITTEE (ELMBRIDGE AREA)**

**Date:** Wednesday, 19 January 2005  
**Time:** 4.00pm  
**Place:** Lecture Hall, Weybridge Library

**Members present:**

**Surrey County Council**

Mr Andrew Crisp (Walton South & Oatlands)  
Mrs Margaret Hicks (Hersham)  
Mr Ian Lake (Weybridge) – In the Chair  
Mrs Rachael Lake (Walton)  
Mrs Maggie Martin (The Dittons)  
Mrs Dorothy Mitchell (Cobham and Oxshott)  
Mr David Morris (Molesey West)  
Mr Anthony Pegler (Esher & Molesey East)  
Mr John Pincham (Claygate and Hinchley Wood)

**Elmbridge Borough Council (for transportation matters)**

Mr Gordon Chubb (Walton Central)  
Mrs Rosemary Dane (Walton South)  
Mr Peter Heaney (Esher)  
Mr Alan Hopkins (Molesey North)  
Mr Roy Taylor (Oatlands Park)  
Mrs Janet Turner (Hinchley Wood)  
Mr Graham Winton (Weybridge North)

**Also present:**

Frank Apicella, Senior Engineer  
Richard Bolton, Principal Engineer  
Melanie Bussicott, Head of Community Support Service, Elmbridge Borough Council  
Alan Clark, Surrey Fire and Rescue Borough Manager - Elmbridge  
Janet Cooke, Local Director  
Hannah Fogell, Local Committee and Partnership Officer  
Guy Hall, Area Director (Adults and Community Care), Mid Surrey  
Roger Hapgood, Representative of Hinchley Wood Traders  
Jon Muller, Area Director (Adults and Community Care), North Surrey  
Chris Paisley, Senior Principal Engineer  
Chris Smith, Local Transportation Director  
Carole Tessier, Area Manager (Adult and Community Learning), Mid Surrey  
Margaret Whitefield, Local Resident

**All references to items refer to the agenda for the meeting.**

**PART A: County and Borough Members**

**IN PUBLIC**

**1/05 APOLOGIES FOR ABSENCE (Item 1)**

Apologies for absence had been received from Borough Councillors Glenn Dearlove and Paul Wolstenholme.

**2/05 MINUTES OF LAST MEETING (Item 2)**

With reference to the Elmbridge Accident Working Group item of the last meeting, the Chairman informed the Committee that the site visit to Heath Road that had been requested had been conducted in the week prior to this meeting. The Local Transportation Service will be looking to see what can be done to alleviate the situation there.

**RESOLVED**

That the minutes of the meeting of Surrey County Council's Local Committee (Elmbridge Area) held on 15 November 2004 be approved and signed as a correct record.

**3/05 DECLARATIONS OF INTEREST (Item 3)**

In accordance with Standing Order 58, Mr Crisp, Mrs Hicks, Mrs Lake, Mr Lake, Mrs Martin and Mr Pincham declared an interest in view of their roles as governors of maintained educational establishments in Elmbridge.

**4/05 PETITIONS (Item 4)**

No petitions were submitted.

**5/05 PUBLIC QUESTIONS AND LETTERS OF REPRESENTATION (Item 5)**

One public question had been received from Mrs Whitefield regarding Weybridge Station Bridge. Copies of the question and response from the Local Transportation Service were before the Committee and are appended to these minutes in Appendix A.

Mrs Whitefield expressed her concern that the parapet walls of the bridge are not sufficient for withstanding impact. Mrs Whitefield informed the Committee that Network Rail has written to her to say that work would be undertaken on the walls last autumn. Letters from the Health and Safety Executive also confirmed that work would be done last autumn. However, this work is still to happen. Mrs Whitefield emphasised that if there was an accident and a car was knocked into the wall then there would be a catastrophe. Mrs Whitefield asked if Surrey County Council was prepared to take responsibility in the event of an accident.

Chris Smith responded that this is not Surrey County Council's responsibility. Network Rail is responsible for the safety of the structure. The Local Transportation Service can only facilitate the work of Network Rail. Following a national assessment of all railway bridges assessing the risk of potential road onto rail incursions, Weybridge Station Road scored highly in this assessment. Consequently a project between Network Rail and Surrey County Council to implement measures to reduce the risk of vehicle incursion from the road onto the railway line is in hand and is due to be completed by the end of the financial year.

### **RESOLVED**

That the question and response from the Local Transportation Service be noted, and that an item on this issue go on the agenda of the next Local Committee meeting for information.

#### **6/05 MEMBERS' QUESTIONS (Item 6)**

A question had been submitted by Councillor Winton in accordance with Standing Order 45. Copies of the question and response from the Local Transportation Service were before the Committee and are appended to these minutes in Appendix B.

### **RESOLVED**

That the question and response from the Local Transportation Service be noted.

#### **7/05 LOCAL COMMITTEE DATES FOR 2005/06 (Item 7)**

### **RESOLVED**

That the Local Committee Meetings for the 2005/06 Municipal Year be held on 6 June, 18 July, 26 September and 14 November in 2005, and on 24 January and 28 March in 2006.

## **EXECUTIVE FUNCTIONS**

### **PART B: County Members**

#### **8/05 LOCAL PROTOCOL FOR PUBLIC ENGAGEMENT AT COMMITTEE (Item 8)**

### **RESOLVED**

That the Committee agreed to adopt the two amendments set out below to the County Council Standing Orders:

1. If a group of local residents wish to bring a written request to the Local Committee (Elmbridge Area) but do not have the 100 signatures necessary to meet the agreed definition of a petition, then they can (at the discretion of the Chairman), present this as a representation to the Local Committee.

2. Recognised representatives of local organisations or elected borough or parish councillors shall (at the discretion of the Chairman) be allowed to speak for up to three minutes from the public gallery on reports being considered by the Local Committee (Elmbridge Area) relevant to their constituency of interest.

9/05 **ADULT AND COMMUNITY CARE PERFORMANCE REPORT (Item 9)**

Guy Hall introduced to the Committee Jon Muller, who has recently replaced Heather Schroeder as Area Director (Adults and Community Care) for North Surrey. Mr Hall informed the Committee that two recent reviews of the Service had concluded that Adults and Community Care are providing a good service and had awarded 2 stars. The Service operates in an environment of high costs, yet manages to maximise resources to best effect.

Mr Hall highlighted some key developments taking place in Elmbridge, including The Summers in Molesey and developments in Cobham to provide services for disabled people. Mr Hall informed the Committee that the Service works in partnership with a number of different bodies, and has a partly strong partnership with Elmbridge Borough Council. Mr Hall highlighted a number of the performance indicators that were included in the report and explained that if the Service's performance was more than 10% outside of a given target then the status for the indicator would be red (R). Mr Hall noted that the Service had a red status for equipment delivery times, but this is expected to be on target by the end of the year. Staff sickness also had a red status. This is being treated as a priority and the Service is doing what it can to limit the number of days lost to staff sickness.

Members noted the good performance of the Service and recognised that in terms of equipment delivery Surrey is a pioneer in this area and therefore it is to be expected that progress will be slow whilst problems that arise are ironed out. Members expressed interest in knowing in future what provision we have in Elmbridge and what partnerships exist.

Members expressed concern over cuts that are being made to the Supporting People grant. Mr Hall confirmed that the cut will limit the Service's ability to develop new services for new people coming forward in need. Mr Crisp informed the Committee that the Executive had responded to the Supporting People cuts yesterday (18 January). Due to an underspend this year, the budget for next year will not be affected by the cuts, but the cut will be felt in subsequent years.

Melanie Bussicott, Head of Community Support Service with Elmbridge Borough Council, informed the Committee that there are many proactive partnership arrangements operating in the east and west of the borough and that the two areas try to share best practice together. Ms Bussicott informed that Committee that she would be happy to share with them more details on Supporting People.

## **RESOLVED**

- i) That the report be noted;
- ii) Comments made by Members be noted.

### **10/05 ADULT AND COMMUNITY LEARNING IN ELMBRIDGE (Item 10)**

Carole Tessier informed the Committee that Adult and Community Learning (ACL) offers non-accredited recreational learning and offers reduced fees for an extensive programme of learning for adults with learning disabilities and difficulties. Elmbridge has four ACL centres, in Cobham, Esher, Molesey and Weybridge. The borough also has one evening-only centre located at Esher High School.

Ms Tessier circulated at the meeting the figures for learners and enrolments for ACL in Elmbridge going back four years to 2000/2001. The figures are appended to these minutes in Appendix C. Ms Tessier explained that the figures have been low in some centres for a number of reasons, including tutors leaving the service and changes in fashion of some of the courses on offer. The fall in learner numbers have also been experienced by Brooklands College and across Surrey in general. Numbers in Elmbridge were also affected by the closure of the Molesey centre between May and October 2004 for refurbishment. This centre is now up and running again and is going very well. A new lift was installed during the refurbishment and this centre, along with the other centres in the borough, is now fully accessible for people with disabilities.

ACL is currently funded by a block grant from the Learning and Skills Council (LSC). In future it is intended for LSC funding to be divided into two parts: one part for adults to gain a first Level 2 qualification, and the other part for adult learning for leisure. ACL is awaiting the outcome of a national consultation due in February.

Members expressed concern that ACL centres that have experienced falls in learner and enrolment rates are at risk of having their budgets cut. Ms Tessier reassured members that ACL is doing all it can to recruit new tutors for Elmbridge and is currently advertising for new tutors specifically for the borough.

## **RESOLVED**

- i) That the report be noted;
- ii) Comments made by Members be noted.

### **11/05 SURREY FIRE AND RESCUE SERVICE INTEGRATED RISK MANAGEMENT PLAN 2005/06 (Item 11)**

Alan Clark introduced the report and informed members that progress in Year One of the Service's Integrated Risk Management Plan (ie. 2004/05) has been good. Mr Clark then highlighted eight of the nineteen

proposals for Year Two that will have a particular impact in Elmbridge. These were:

Proposal 1 – an emergency cover toolkit to provide a quantitative analysis of the local risk profile.

Proposal 9 – to more effectively utilise the capacity of firefighters on the retained duty system, which will involve new contracts for retained firefighters to carry out prevention and protection initiatives.

Proposal 10 – to examine current technology and pilot a new and more efficient method of alerting retained firefighters to incidents.

Proposal 11 – to develop community education initiatives, such as Firefighter for a Day and fitting smoke detectors for vulnerable people.

Proposal 12 – to reduce fire crime (arson is now one of the five themes of the Elmbridge Community Safety Strategy).

Proposal 13 – to further develop existing partnership schemes to improve safety for non-fire related risk, such as water and road safety. The Service is now very involved in Elmbridge in community safety, road safety and reassurance work.

Proposal 14 – to expand the use of other groups for safety education, which is already ongoing in Elmbridge.

Proposal 17 – to review the Service's operational approach to rural incidents and those hazards involving water. Walton Fire Station has flooding capability.

Mr Crisp said that on a recent visit to Walton Fire Station he had been very impressed by the dedication of personnel. Mrs Dane said she had also visited Walton Fire Station and had been extremely impressed. Members expressed their enthusiasm for Walton Fire Station, which they were pleased to see is so successful. It was questioned whether the Regional Control Centres referred to in Proposal 8 could be tied in with arrangements with the Police.

#### **RESOLVED**

- i) That the progress made by the Fire and Rescue Service in Year One be noted.
- ii) Comments made by Members on proposals for Year Two be noted.

#### **12/05 PROPOSALS FOR EXPENDITURE OF LOCAL REVENUE AND CAPITAL BUDGET (Item 12)**

Janet Cooke introduced the report, which set out details of five proposals for expenditure of the local revenue budget and included a report on the capital funding of the Brooklands Auto Project agreed at the 15 November 2004 Local Committee meeting.

#### **RESOLVED**

That the proposals for expenditure from the Local Revenue Budget be agreed as follows:

- i) £2,500 from Dorothy Mitchell's allocation towards the Message in a Bottle Scheme;
- ii) £1,415 from John Pincham's allocation towards a new network of drainage pipes in Telegraph Lane, Claygate;
- iii) £6,000 from Dorothy Mitchell's allocation and £2,000 from Ian Lake's allocation towards Oasis;
- iv) £1,340 from Dorothy Mitchell's allocation towards repairs to the 1<sup>st</sup> Cobham Scouts hut;
- v) £2,000 from Dorothy Mitchell's allocation towards fencing and landscaping for the public highway verge area at the junction of Oakdene and Anyards Road in Cobham.

### **PART C: County and Borough Members**

#### **13/05 ELMBRIDGE CYCLE SCHEMES (Item 13)**

Chris Smith introduced the report, explaining that the cycle schemes in the report are those identified by the Elmbridge Cycle Forum as priorities and ones they felt would be most effective. They are achievable routes that increase the mileage of cycle routes at a relatively low cost. The schemes are a combination of routes for leisure, safety and vulnerable users.

Members were keen to see more uninterrupted cycle routes and hoped that at some stage difficult areas such as roundabouts would be tackled. Mr Smith acknowledged the need to tackle these areas to increase the number of joined up routes, but explained that constructing cycle routes around roundabouts is very costly and the current priority was to extend the length of the network. Ms Turner informed the Committee that she has received many phone calls of thanks from members of the public who have been appreciated the cycle route along Portsmouth Road. Mrs Martin agreed that this was also her experience. Ms Turner said that we should be encouraging young people to cycle and it is important that people realise cyclists have a place on the road.

#### **RESOLVED**

That the Committee:

- i) Approved the schemes identified within the report for construction this financial year;
- ii) Thanked the Elmbridge Cycle Forum for its contribution.

14/05 **CONTROLLED PARKING ZONE – INCREASE TO CHARGES AND REPLACEMENT OF ON STREET PAY AND DISPLAY MACHINES (Item 14)**

Chris Smith introduced the report, which seeks the Committee's authorisation to increase on-street charges for the Walton on Thames (Walton Station) Controlled Parking Zone (CPZ), increase the penalty charge for all CPZs and authorise the replacement of the on-street pay and display machines.

**RESOLVED**

That the Committee:

- i) Approved increasing on-street charges for the Walton on Thames (Walton Station) Controlled Parking Zone to £2.70 per visit;
- ii) Approved the increase of the penalty charge to £60 (reduced to £30 for payment within 14 days) for all CPZs within Elmbridge;
- iii) Authorised Elmbridge Borough Council to publish the statutory notice regarding the new changes on behalf of this Committee;
- iv) Authorised Elmbridge Borough Council to replace the existing 16 Pay and Display machines on Surrey County Council's behalf, to be funded through the CPZ account operating surplus for 2003/04.

15/05 **ROYAL KINGSTON VARIABLE MESSAGE SIGNS PROPOSAL (Item 15)**

Frank Apicella introduced the report, which seeks approval for the erection of one Variable Message Sign on the A307 Portsmouth Road outside Sandown Park. Mr Apicella showed a number of slides to indicate to the Committee the size and location of the sign. The sign would have 4 lines with 15 characters per line. It would be used to provide traffic information, detailing the location of a problem, what the problem is, what drivers should expect (such as delays), and what avoiding action drivers can take.

**RESOLVED**

That the Committee:

- i) Noted the TfL and Royal Kingston wider programme of VMS;
- ii) Approved the erection of the VMS sign at the chosen preferred primary location on the A307 Portsmouth Road outside Sandown Park as shown in Appendix A of the report.

16/05 **PROPOSED PEDESTRIAN CROSSING FACILITY – MANOR ROAD NORTH, HINCHLEY WOOD (Item 16)**

Roger Hapgood addressed the Committee on behalf of the Hinchley Wood Traders. Mr Hapgood expressed concern that only some of the traders at Hinchley Wood had been informed of this proposal to install a pedestrian crossing facility opposite number 12 Manor Road North. Mr Hapgood said he was not against the crossing, although he was concerned about the impact the reduction of parking places outside the shops would have on trade.

Chris Smith responded to Mr Hapgood's comments and explained that double yellow lines would be introduced where necessary for safety reasons to support the crossing. Mr Smith appreciated that some people thought that the consultation should have been wider, but he felt wide consultation on this proposal had occurred, including consultation with disabled people, Hinchley Wood Residents' Association and Manor Road North properties.

Mr Smith informed the Committee that there is a lot of activity in the area where they are seeking to construct a pedestrian crossing. A zebra crossing is proposed as the most effective type of crossing. As evidenced by a short video that was shown to the Committee, crossing the road at the moment can be very difficult, particularly for the elderly and the disabled. A crossing outside the shops would inevitably result in a reduction in space for parking, but it is proposed to limit the remaining parking outside the shops to 1-hour stays. The proposal is supported by Hinchley Wood Residents' Association and by Elmbridge Access Group, who were thanked for their contribution.

Ms Turner expressed her support for the proposal and confirmed that it is much needed, especially given that there are three residences for elderly people near to the shops. However, Ms Turner reiterated the concerns of the traders over the reduction in parking spaces. Ms Turner explained that commuters park in Manor Drive, so people who want to park to be able to go to the shops have even fewer options for parking. Traders are also concerned that the nearby Shell Garage may open a five checkout shop, which will further increase traffic in the area. Members also expressed concern against double yellow lines alongside the shops and agreed that 1 hour restricted parking seemed like a sensible option.

Chris Smith informed the Committee that there is not a loading ban on yellow lines, so people can park on them temporarily if they have a legitimate reason.

**RESOLVED**

That the Committee:

- i) Approved the scheme as set out in the report;

- ii) Authorised the advertisement of the Traffic Orders as set out in paragraph 7 of the report, and following consultation with the Chairman of the Committee and the Divisional Member, agreed to empower the Local Transportation Director to consider, and, if possible, resolve any objections received;
- iii) Conduct a broad consultation with the residents of Manor Drive and Meadow Close, and retailers/commercial traders fronting Manor Road North (between Manor Drive and A309 Kingston By Pass) and Station Approach, with a view to subsequently extending parking restrictions and reviewing traffic management in Manor Drive and Meadow Close (only).

**The meeting closed at 6.15pm**

.....(Chairman)



## **PUBLIC QUESTIONS**

### **SURREY COUNTY COUNCIL'S LOCAL COMMITTEE (ELMBRIDGE AREA) 19 JANUARY 2005**

The following question has been received from a member of the public. The question and response is set out below.

#### **Weybridge Station Bridge (Mrs M. R. Whitefield)**

“What progress has been made regarding Weybridge Station Bridge?”

#### **Officer Response:**

In mid 2002, Surrey County Council were approached by Dyer & Butler, contractors working on behalf of Network Rail to facilitate a road closure of the B374 Brooklands Road, at the railway bridge.

This road closure, which was requested for 26 weeks, and deemed to be necessary in order for Network rail to carry out repairs to their bridge structure, was programmed to commence in early September 2002.

However a vehicular accident occurred in advance of these proposed works, which necessitated an emergency closure to undertake bridge repairs.

The original works were subsequently postponed by Network Rail. In early February 2003 we were again contacted to facilitate a road closure, however this was only for a short period of time and further works carried out.

No subsequent requests have been made by them to reschedule any further works. Several requests by Surrey County Council for further information have been made but none have been forthcoming.

The Department for Transport published a report in February 2003, following the Great Heck disaster near Selby. This report commissioned a survey of all roads near railway crossings to be assessed for potential road onto rail incursion.

The railway bridge at Brooklands Road scored very highly in this assessment. Joint funding has now been made available for a project between Network Rail and Surrey County Council to carry out remedial works to reduce this potential risk.

These works are being project managed on behalf of Surrey County Council by their structures division. A design is currently being drawn up and it is proposed to carry out the scheme by the end of this financial year if not very early into the next.

Please contact Clement Bamgbade, Project Manager at the Structures Division for further information regarding these proposed works:

Clement Bamgbade,  
Surrey County Council,  
Structures Group,  
Room 240,  
County Hall,  
Penrhyn Road,  
Kingston upon Thames  
Surrey KT1 2DY

Direct Line: 020 8541 7361



## **MEMBERS' QUESTIONS**

### **SURREY COUNTY COUNCIL'S LOCAL COMMITTEE (ELMBRIDGE AREA) 19 JANUARY 2005**

The following question has been received from a member in accordance with Standing Order 45. The question, together with response, is set out below.

#### **Replacement street lights (Graham Winton, Weybridge North)**

“Could assurances be given that when the programme for the replacement street lights in Elmbridge is undertaken that provision is made for the transfer of the Christmas lights equipment, that is regarding independent power supply?”

#### **Officer Response:**

As Members may be aware, Surrey County Council has recently received approval from central government to enter into a Private Finance Initiative (PFI) agreement. Working with the private sector, we will be able to replace Surrey's aging lighting stock. Final contract details are yet to be determined.

We will ensure that contractual arrangements make sure there is provision to maintain power supplies for Christmas lights and thank Cllr Winton for bringing this to our attention.

**LEARNER AND ENROLMENTS FOR ELMBRIDGE CENTRES****ACADEMIC YEARS 2000/2001, 2001/2002, 2002/2003, 2003/2004****LEARNERS**

<b>Centre</b>	<b>Learners 00/01</b>	<b>Learners 01/02</b>	<b>Learners 02/03</b>	<b>Learners 03/04</b>
Cobham	1730	1636	1537	968
Esher Green	1601	1483	1308	1268
Molesey	1476	1386	1158	910
Weybridge	952	790	803	1180
Elmbridge	5759	5295	4806	4326
Surrey	26616	26669	32331	28797

**ENROLMENTS**

<b>Centre</b>	<b>Enrolments 00/01</b>	<b>Enrolments 01/02</b>	<b>Enrolments 02/03</b>	<b>Enrolments 03/04</b>
Cobham	3589	4155	3938	2354
Esher Green	3090	3244	2964	2688
Molesey	2545	2848	2303	1883
Weybridge	1703	1845	2088	2392
Elmbridge	10927	12092	11293	9317
Surrey	48103	54295	65202	57770