

DRAFT MINUTES to be agreed on 30 September 2011

MINUTES: of the meeting of the Tandridge Local Committee held at 10.15 am on Friday 24th June 2011 at the Tandridge District Council Offices, Oxted.

County Council Members

- * Mr Michael Sydney - Chairman
- * Mr N W Skellett – Vice-chairman
- * Mr Tony Elias
- * Mr David Hodge
- * Mrs Sally Ann B Marks
- * Mr John Orrick

District Council Members

- * Cllr Nick Childs
Cllr Michael Cooper
- * Cllr Ken Harwood
- * Cllr Gordon Keymer
- * Cllr David Lee
Cllr Marian Myland

* = Present

[NOTE: Mr Michael Sydney welcomed members of the public and introduced himself as the new Chairman and Mr Nick Skellett (the outgoing Chairman) as Vice-chairman for 2011/2012. He thanked Mrs Sally Marks, the outgoing Vice-chairman for all her hard work over the previous year in office. He then welcomed the newly co-opted District Members, Cllr Gordon Keymer and Cllr David Lee. The meeting was then formally convened.]

18/11 APOLOGIES FOR ABSENCE [Item 1]

District Councillor Marian Myland sent apologies and did not nominate a substitute. As her absence was occasioned by the celebration of her diamond wedding, Members recorded their congratulations to her. District Councillor Michael Cooper also sent apologies and his nominated substitute, District Councillor Beverley Connolly, was unable to attend due to illness.

19/11 MINUTES OF THE MEETING HELD ON 14 DECEMBER 2010 [Item 2]

Agreed as a true record.

20/11 DECLARATIONS OF INTEREST [Item 3]

Mr Nick Skellett and Mr Michael Sydney both declared an interest in the Local Education Officer's Annual Report on Education [Item 11] as governors of Oxted School. However the report was for information only and their interest was non-prejudicial.

21/11 PETITIONS [Item 4]

There were none.

22/11 **PUBLIC QUESTIONS AND COMMENTS** [Item 5]

There were none.

23/11 **MEMBERS' QUESTIONS** [Item 14]

There were none.

24/11 **CHAIRMAN'S VERBAL UPDATE** [Item 7]

The Chairman introduced the new Neighbourhood Police Inspector, Angie Austin, who had been unable to attend Committee in March with the outgoing Inspector Elaine Burtenshaw as she had been working night shifts at that time. Inspector Austin, who has officially been in post since 1st April 2011, gave an overview of her first few weeks in post and the priorities for the Police in Tandridge. She stressed that, while budgetary pressures had resulted in relocating office premises within the community, this was working well and she cited a number of recent successes. She made a commitment to keeping Members informed of community safety issues in their divisions and invited them to contact her for information or advice whenever necessary. Mr Nick Skellett referred to a free to the public I-Phone (or similar phone) app which was being piloted in Surrey (Runnymede) which enables the public to "chat" with local police officer through their blogs and, when the officers feel it appropriate, to know their whereabouts and he asked if this service could be extended to Tandridge. Inspector Austin said that, at the end of the pilot period, all being well the app would be rolled out across Surrey and that she would not have to put in a request to ensure that it would cover Tandridge. The Chairman thanked her for the briefing and wished her every success in her new role.

25/11 **LOCAL COMMITTEE PROTOCOL ANNUAL REVIEW, DELEGATION OF COMMUNITY SAFETY BUDGET AND NOMINATIONS TO LOCAL PARTNERSHIPS** [Item 8]

Local Committees have some flexibility in how they interpret the Constitution in order to improve engagement in their local areas. This is formalised in their local protocols, which are scrutinised by Democratic Services for legality and robustness. They are reviewed on an annual basis and any changes to the Constitution are also incorporated at this time. In this case no amendments were recommended.

Members are also asked annually to formally delegate the community safety budget to the Area Director. However due to departmental restructure the post of Area Director has been deleted and the authority now lies with the Community Partnerships Manager.

Committee also nominates a representative annually to the Community Safety Partnership (CSP) and Local Strategic Partnership (LSP), whose role is to contribute to discussions on issues of local impact on behalf of the local committee and to cascade information from those discussions to the Committee to ensure that Members are kept fully informed.

There was only one nomination. Mr Michael Sydney was proposed by Mr David Hodge, seconded by Mrs Sally Marks and duly appointed by unanimous vote.

RESOLVED that the Local Committee (Tandridge) AGREED:

- (i) to approve the version of the local protocol attached as Annex A to this report without amendment;

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- (ii) that the community safety funding [£2500] delegated to the Local Committee be transferred to the Community Safety Partnership;
- (iii) that the Community Partnership Manager manages and authorises expenditure from the budget delegated to the Local Committee in accordance with the Local Committee's decision;
- (iv) to note that the funding of £12,000 which is ring fenced for the use of the crime and disorder partnerships subject to DA outreach being provided, will be paid to the Surrey Community Safety Unit who are now managing and administering the funding to the Domestic Abuse Outreach providers in the district; and
- (v) to formally nominate Mr Michael Sydney as Local Committee representative to the Community Safety Partnership (CSP) and Local Strategic Partnership (LSP).

Reasons for decisions

The reason for reviewing the Local Protocol was so that it is effectively monitored on an annual basis and any amendments could be incorporated in a timely manner to improve the running of committee meetings and to provide an operational framework that was unambiguous. Based on revisions to the SCC constitution, amendments sought to clarify processes for the benefit of the public that would improve the facilitation of public meetings. In this case, there were none.

The reason for delegating the community safety budget was to allow the funding to be spent in a timely manner in accordance with the agreed priorities of the CSP to the benefit of all Tandridge residents.

The reason for considering and approving nominations to the CSP and LSP, as laid out under Standing Order 22.1, was to ensure that the local committee had a voice on all local issues and that the nominated representative could ensure that the Committee was kept fully informed of progress.

26/11 COUNTY COUNCILLORS' ALLOCATIONS FOR 2011/12 [Item 9]

This report set out the funding available to County Councillors from the delegated budget for 2011/12 and asked them to consider requests for received bids. Each County Councillor had £8,410 revenue and the Committee as a whole had a further £35,000 capital to spend on local projects meeting the agreed criteria. The constitution further allowed Members to delegate authority to officers to agree applications up to £1,000.

A bid from Felbridge Parish Council for a vehicle activated sign (VAS) was agreed in principle but deferred until the bid could be resubmitted by local residents on the grounds that Local Committee protocol would not consider bids from organisations which were empowered to raise their own funds from within the community, such as parish councils.

A bid from Chaldon Village Council for a grit spreader for use by local farmers in severe weather was deferred pending the publication of the Winter Maintenance Report, due in mid-July, which Mr David Hodge felt might address the issue and negate the need. Committee therefore approved the bid in principle but deferred a formal decision until 30 September by which time the situation would become clear.

Mr John Orrick tabled a late bid from the Chaldon Guides, whose shed had been broken into on two occasions recently resulting in the loss of all of their camping equipment. After some discussion about insurance, to which both Mr Orrick and Inspector Austin contributed, it was

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agreed that the Committee should contribute towards the replacement costs of the stolen equipment with the proviso that the Guides be encouraged to review their security arrangements and tighten them wherever possible.

RESOLVED that the Local Committee (Tandridge):

- (i) CONSIDERED new requests for funding from the Members' Allocations budget as set out in Annex A, and APPROVED the following:

Ridge Radio	£ 850.00
Youth Development Service	£3,500.00
Bletchingley Skate Ramp	£5,000.00
Chaldon Guides	£1,000.00

and DEFERRED the following until 30 September:

Vehicle Activated Signs Felbridge	£1,000.00
Chaldon Grit Spreader	£2,000.00

- (ii) NOTED any payments made under delegated authority, also at Annex A as follows::

Oxted Rotary Pram Race	£ 800.00
Outwood Cricket Club	£ 850.00
Tandridge Schools Confederation.	£ 950.00

- (iii) AGREED to postpone the annual review of its local protocol until the next formal meeting in September.

Reasons for Decisions

All projects under consideration had been sponsored by, and had the support of, the appropriate Local Member. Members were requested to consider them as a group and to decide whether or not to approve them.

Applications for funding where the sum was less than £1,000 and the timing was crucial could, with the approval of the Members, be processed outside of the formal meeting but must be recorded in public at the next formal meeting.

[NOTE: The Community Partnerships Team restructure had resulted in changes to the way that allocations were processed and reported on internally. While this should make no difference to the support Committee received, it was considered sensible to bring a full report to Committee after the handover.]

27/11 LOCAL PREVENTION FRAMEWORK [Item 10]

In the absence of a service officer, James Painter, the Community Partnerships Manager introduced this report. The report explained that Localism was a key policy objective of the county council and it was the council's intention for local youth services to be commissioned locally. The Local Prevention Framework would therefore provide a localised resource to prevent young people from becoming NEET (not in education training or employment) or entering the youth justice system.

SCC Local Committees, in partnership with young people, would review local need and agree local priorities to influence the design of services for young people to deliver outcomes which addressed the priorities. The framework would be focused on the risk factors or predictors for

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young people becoming NEET or offending. A bespoke picture of need would be presented to each Local Committee to inform commissioning intentions.

A procurement framework would pre-select a number of youth providers who would propose co-designed and co-produced solutions to meet the local needs identified by the Local Committee.

The Local Committee was therefore requested to set up a task group to investigate and report on this process with recommendations later in the year.

At an informal meeting on xxxxxx, Mr Nick Skellett; Mrs Sally Marks and District Councillor Rose Thorn had been provisionally nominated as the intention was to restrict the membership of the task group to co-optees of the Local Committee. However this was considered to be limiting and the recommendations were varied to offer the District Council an opportunity to nominate any district councillor within 7 days, provided they were appropriately qualified for the role. The amendments to the recommendations were proposed by Mr David Hodge, seconded by Mrs Sally Marks and approved by unanimous vote.

RESOLVED that the Local Committee (Tandridge) **AGREED**:

- (i) to note the involvement of the Local Committee in the process outlined at Annex B for the commissioning of local youth preventative services
- (ii) to establish a youth task group of four councillors (the Youth Services' Task Group) with terms of reference defined at Annex C, nominating 3 members of the Local Committee as follows: Mr Nick Skellett (Task Group Chairman), Mrs Sally Marks and District Councillor Rose Thorn
- (iii) that the terms of reference for the Youth Task Group be widened to enable a Tandridge District Councillor, not co-opted onto the Local Committee but with appropriate expertise, to participate and that Tandridge District Council nominate a councillor within 7 days of the Local Committee meeting, with authority delegated to the LC Chairman in consultation with the Community Partnership Manager to approve this nomination.

Reason for decisions

The recommendations would support the Council's priority to achieve "zero NEET"- that is for 100% of young people aged 16 to 19 to be in education, training or employment.

The addition of recommendation (iii) allowed any member of the District Council to fully participate in the Task Group to widen the options.

28/11 **LOCAL EDUCATION OFFICER'S ANNUAL REPORT ON EDUCATION** [Item 11]

This report sought to provide Councillors with an overview of local educational issues, developments and attainment in the district. It contained a summary of educational attainment, a synopsis of local education issues and some general information on schools. The report also provided an appendix of information about individual schools and the Tandridge Confederation.

The Local Education Officer (LEO) explained the significance of the data in some detail and fielded questions on Ofsted reports on key schools. St Stephens' performance in mathematics was improving. Mr Tony Elias had been concerned by the Ofsted report but was pleased by the steps taken towards active recovery and by parental support. De Stafford was making

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excellent progress in terms of public perception and results were also indicative of an improving school. Mr John Orrick congratulated the school on its progress.

[NOTE: District Councillor Gordon Keymer arrived at 11:28 am]

Mr David Hodge expressed concern about schools competing at the top end as Oxted School's performance appeared to be slipping. Mr Nick Skellett endorsed these comments and reported that improvement programmes had been discussed in governors' meetings and that they would continue to monitor progress. He went on to welcome the summaries provided by the LEO on schools in each of the divisions but felt that private discussions would yield more information as not all issues relating to schools can be discussed in public, particularly where they concern individuals. He also raised concerns about the growing independence of schools in terms of finance; curriculum; admissions and so on and queried how academies would care for poor performers, taking into account SEN, anti-social behaviour and so on and how they would relate to the County, District and Police. Could the Confederation relate to academies to ensure a collective community approach with independent agencies. He would welcome further discussion on issues of importance. The LEO said that she was willing to diary discussions with Members individually or collectively but was contactable at any time and able to provide private reports if required.

Members were asked to note that the attainment data quoted in this report related to the end of key stage results last summer (2010), as the 2011 SATs and GCSE results were not yet available at time of writing. With this in mind, and given that the report had been brought to Committee in this format for a number of years, the Local Education Officer asked Members to consider the timing and content of future reports and to make any suggestions that would make it more accessible or interesting.

District Councillor David Lee asked for clarification on the tables contained within the report and queried the limited value of the available statistics. The LEO agreed that with more time more meaningful statistics could have been extrapolated and that member comments would help to shape future reports. Mr David Hodge suggested that future reports be brought in the autumn term so that they are more up to date and relevant.

The Committee NOTED the content of the report.

[NOTE: Committee adjourned for refreshments at 11.58 am and reconvened at 12.14 pm]

- 29/11 Mr Nick Skellett tabled a statement on On-street Parking Charges (attached as an Annex) which he read for the benefit of the public. He apologised on behalf of the County Council for any confusion caused by the process, which had not been sufficiently robust or transparent, but gave an assurance that the outcome for Tandridge had been good.

District Councillor Gordon Keymer agreed that it was a good result, though not a good process. The lack of clarity and confusion over decisions had obscured the good news that there would be no on-street charging in shopping areas in Station Approach and the only problem discussed by Local Committee would be restricted to commuter parking away from shopping areas. He requested that this be minuted.

He went on to say that there would be no decisions and no consultation on any locations in future except commuter-parking areas and asked whether any member disagreed with that view.

Mr Nick Skellett replied that no decisions were being taken at this meeting. His statement was an update confirming good news. Mr David Hodge then gave an overview from the Cabinet perspective where he accepted that the process had been unhelpful as this issue was made

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public before any decision had been taken, which was the wrong way round. Cabinet decided on 24 May, prior to consultation, that in the spirit of Localism local decisions affecting local communities should be made by local members, as written into the constitution.

For clarification, Mr Hodge added that because of the District Council's policy of providing free car parking spaces throughout the District, the financial case for on street parking was not proven but that officers would provide a consultation paper on commuter parking for this committee to consider. However it was too early to discuss at this stage before Highways officers had had an opportunity to assess the [commuter] areas, the local impact and to evaluate the options, taking into account safety issues, which would determine the way forward.

The Chairman brought the discussion to a close.

30/11 **PETITIONS** [Item 12]

There was one petition of 66 signatures from the residents of Chaldon, who raised concerns about a footpath extension proposal to be jointly funded by Surrey Highways and Chaldon Parish Council. The petition and response are attached as an Annex.

31/11 **PUBLIC QUESTIONS AND COMMENTS** [Item 13]

There were two formal questions, from Mrs Pam Deverill and from Oxted Parish Council, which received written responses, appended as Annex A. Mrs Deverill thanked Mr Skellett for his assistance and, in turn, Mr Skellett asked the Highways Area Manager when work would be carried out. The Highways Area Manager confirmed that it would be dependent on a work order being issued but within the next few weeks.

32/11 **MEMBERS' QUESTIONS** [Item 14]

There were none.

33/11 **HIGHWAYS SCHEMES PROGRESS REPORT** [Item 15]

This report sought to update the Local Committee on the progress of Integrated Transport and maintenance schemes on the highways in Tandridge district from a programme of works agreed in March 2011. The Highways Area Manager (East) reported that the majority of the maintenance schemes were now programmed and works had commenced. Work had also commenced on the investigation and design of the Integrated Transport schemes.

The Local Committee NOTED the report for information.

34/11 **COMMUNITY PRIDE FUND** [Item 16]

The Highways Area manager (East) reported that Surrey County Council's new £400,000 Community Pride Fund would pay for improvements to towns and villages across the county. In November 2010 Cabinet had approved an allocation to each Local Committee based on £5,000 per County Member. For Tandridge this was a total of £30,000. The Tandridge Local Committee had delegated authority to decide how this funding was allocated.

Guidance as to how this fund could be used and what it could deliver had been distributed to Members and was included as an annex to this report.

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To ensure that all Local County Councillors have the ability and flexibility to promote projects in their area it was recommended that the Local Committee delegate funding and decision-making to each County Councillor on the basis of the £5,000 per Member allocation on the understanding that, if two or more Members wished to pool their funding across divisional boundaries, officers would facilitate this, subject to the agreement of all appropriate parties.

RESOLVED that the Local Committee (Tandridge) AGREE that:

- (i) funding be devolved to each County Councillor based on an equitable allocation of £5,000 per division
- (ii) individual Members allocate their funding based on the principles detailed in the document attached as Annex A.
- (iii) Members contact the Area Maintenance Engineer to discuss any specific requirements and arrange for the work activities to be managed on their behalf.

Reason for decision

To ensure all Local County Councillors have the ability and flexibility to promote projects in their area. Should two or more Members wish to pool their funding across divisional boundaries, officers would facilitate this, subject to the agreement of all appropriate parties.

35/11 **PUBLIC BRIDLEWAY 77 (CHALDON) PUBLIC PATH DIVERSION ORDER** [Item 17]

This report sought approval to submit a diversion order for Public Bridleway 77 (Chaldon) to the Secretary of State for the Environment, Food and Rural Affairs for determination.

The attending officer explained that an order to divert part of Bridleway 77 (Chaldon) was made on 14 November 2007. One objection has been received and maintained. The objection related largely to the width of the proposed alternative route.

The County Council could not confirm opposed orders and committee authority was requested to submit the diversion order to the Secretary of State for the Environment, Food and Rural Affairs for determination.

Both the current definitive route and the proposed alternative route were shown on drawing number 3/1/335/H2 (attached as annex 1).

The Local Committee (Tandridge) AGREED that the Surrey County Council Bridleway No. 77 (Chaldon) Public Path Diversion Order 2007 be submitted to the Secretary of State for the Environment, Food and Rural Affairs for determination.

Reasons for Decision

It was considered that diverting bridleway 77 (Chaldon) would rationalise the existing rights of way network by moving the definitive line of the route onto the line, which the public already appeared to use. The landowner was in favour of the diversion as it would move the bridleway away from the tee area and the back of the green.

Officers were of the view that, for the reasons stated in paragraphs 2.1 to 2.9, the diversion order made on 17 November 2007 met all the statutory criteria set out in section 119 of the Highways Act 1980 as well as the County Council's own policy on the making of diversion orders.

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36/11 **PUBLIC FOOTPATH No. 130 (GODSTONE) DIVERSION ORDER APPLICATION**
[Item 18]

This report sought a decision to reject an application to divert Public Footpath No. 130 Godstone, in light of the number of objections received.

An application had been received from Mrs P Chernin – Venhovens of Leigh Mill House, Eastbourne Road, Godstone to divert Public Footpath No. 130 where it crosses her property. The definitive route runs between points A – B – C and the proposed route between points D – E – F, as shown on Drg. No. 3/1/26/H30 (attached as Annex 1). The application had been made for security reasons to move the footpath further away from her house. Twenty-three objections, including from the Parish Council and The Ramblers, had been received. The objectors considered that the proposed route was less convenient and attractive, and that other measures could be undertaken to improve privacy and security. Ten letters of support had also been received and Tandridge District Council had raised no objection.

The Local Committee (Tandridge) DEFERRED the decision on the application from Mrs Chernin-Venhovens to divert Public Footpath No. 130, Godstone as shown on Drg. No. 3/1/26/H30 is refused.

Reasons for decision

Officers were of the view that the criteria for making a diversion order had not been met. However Members deferred a decision to allow the applicant to meet with the Parish Council in order to see whether an alternative route might be considered.

[Meeting Ended: 1.23pm]

Chairman