

MINUTES: of the meeting of the Tandridge Local Committee held at 10.15 am on Friday 29 June 2012 at the District Council Offices in Oxted

THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT THE 5 OCTOBER 2012 MEETING

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 Lindsey Dunbar
Cllr Martin Fisher
 - * Cllr Ken Harwood
 - * Cllr Simon Morrow
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- * Cllr Rose Thorn (Substitute)

* = Present

PART ONE - IN PUBLIC

[All references to items refer to the agenda for the meeting]

15/12	APOLOGIES FOR ABSENCE [Item 1]
	Apologies for absence were received from Mr Elias and Cllr Fisher. Cllr Thorn substituted for Cllr Fisher. District Councillors – DC Childs, DC Cooper, DC Dunbar, DC Harwood and DC Thorn joined the meeting after Item 11.
16/12	MINUTES OF PREVIOUS MEETING – 2 MARCH 2012 [Item 2]
	The minutes were agreed as an accurate record of the previous meeting.
17/12	DECLARATIONS OF INTEREST [Item 3]
	Mr Orrick and Mrs Marks declared Personal interests in Item 10 by virtue of their membership of the Ridge Radio management board.

18/12	PETITIONS [Item 4]
	None received.
19/12	PUBLIC QUESTIONS AND COMMENTS [Item 5]
	None received.
20/12	MEMBERS' QUESTIONS [Item 6]
	None received.
21/12	LOCAL COMMITTEE PROTOCOL ANNUAL REVIEW [Item 7]
	<p>The Community Partnership and Committee Officer presented the report, no changes to the protocol were proposed at this time due to Public Value Review currently taking place in the Community Partnership Team.</p> <p>During discussion by the Committee, the following key point was raised:</p> <ul style="list-style-type: none"> • The Committee should continue with the current protocol until the Public Value Review has finished, after this time changes can be considered. <p>The Local Committee AGREED the Protocol.</p>
22/12	REPRESENTATION ON YOUTH TASK GROUPS AND COMMUNITY SAFETY PARTNERSHIP FOR 2012/13 [Item 8]
	<p>The Community Partnership and Committee Officer presented the report.</p> <p>The Local Committee:</p> <ul style="list-style-type: none"> (i) AGREED - the terms of reference for the Youth Task Groups. (ii) APPOINTED – SALLY MARKS, NICK SKELLETT, ROSE THORN & JILL CAUDLE to the membership for the Youth Task Groups (iii) APPOINTED – MICHAEL SYDNEY to represent the Local Committee on the Community Safety Partnership.
23/12	DELEGATION OF COMMUNITY SAFETY BUDGET [Item 9]
	<p>The Community Partnership and Committee Officer presented the report and explained. This is a standing item at the start of the municipal year.</p> <p>The Local Committee:</p>

- (i) **NOTED** – The Tandridge Community Safety Partnership Priorities for 2013/13.
- (ii) **AGREED** – to allocate its budget of £3,160 to fund community safety initiatives identified by the Community Safety team.
- (iii) **AGREED** – To delegate authority to the Community Partnership Manager to oversee expenditure of this budget.
- (iv) **NOTED**- The possible changes for the Community Safety Partnership following the appointment of the Police and Crime Commissioner.

24/12 **MEMBERS' ALLOCATION FUNDING [Item 10]**

The Community Partnerships Team Leader (East) presented the report. An addendum was tabled at the meeting and is attached to the minutes at **Appendix A**.

The Committee:

- (i) **NOTED** the summary of the Local Committee's Member Allocation expenditure in 2011/12, as detailed in section 2 of the report submitted.

Mr Orrick and Mrs Marks declared Personal interests in this item by virtue of their membership of the Ridge Radio management board.

- (ii) **APPROVED**- the items presented for funding from the Local Committee's 2012/13 revenue budget as set out in section 3 of the report and summarised below:

Sally Marks and John Orrick abstained from voting on SUSY radio application.

Organisation	Project Title	Amount
Horne Parish Council	Regeneration of Newchapel Green	£2500
Home-Start East Surrey	Volunteer Preparation Course	£2030
SUSY Radio Ltd	SUSY Community Radio Project	£2750
SCC Children and Families	Looked After Children's Celebration and Bursary Fund	£3000

During the discussion by the Committee the following points were raised:

- SUSY Radio Ltd –As the station is across areas, Members asked for clarification on the number of listeners in the Tandridge District. The Committee asked that a report be submitted by SUSY radio regarding the progress of the project and detailing the activities proposed and undertaken.
- Looked after Children’s Celebration and Bursary fund- A member asked how the bursary would be awarded. This would be through tokens and overseen and managed my County Hall.

(iii) **APPROVED** the items considered for funding from the Local Committee’s 2012/13 capital funding as set out in section 3 of the report and summarised below:

Organisation	Project Title	Amount
Lingfield Skate Park Venture	Lingfield Skate Park Venture	£2500
Victoria Sports & Social Club	Cellar Refurbishment	£2500
Felbridge Hall Management Committee	Window and Door Replacement	£1664
Nutfield Parish Council	South Nutfield New Playground	£7000
Care & Repair – Tandridge DC	Supply and Fitting of ‘FREE’ Key Safes	£5500
Ridge Radio	Disabled Toilet/Baby Changing Area	£900
Douglas Brunton Centre	Men in Sheds	£4000
1 st Felbridge Brownies and Guides	Replacement of Camping equipment	£675

During the discussion by the Committee the following points were raised:

- Victoria Sports and Social Club – The Committee felt that alternative sources of funding could be sought for the refurbishment and agreed to contribute 50% of the amount requested.
- South Nutfield Playground – The Committee agreed that they would

	<p>be happy to fund the full amount on the proviso that the playground is completed this financial year.</p> <p>(iv) NOTED the expenditure previously approved by the Community Partnerships Manager and the Community Partnerships Team Leader, in consultation with County Councillors, under delegated powers, as set out in section 4 of the report.</p> <p>(v) NOTED any returned funding and/or adjustments, as set out within the report and at Annex B of the report submitted.</p>
25/12	APPROVAL OF YOUTH SMALL GRANTS BIDS [Item 11]
	<p>The Contract Performance Officer presented the report.</p> <p>During the discussion by the Committee the following key points were raised.</p> <ul style="list-style-type: none"> • A question was asked regarding how the funding was advertised to groups to apply and why were there no bids from the youth centres in Caterham and Oxted. The Contract Performance Officer advised that it was advertised through the website, and due to the criteria, the youth centres named would be over the threshold. • A question was asked if all the bids submitted were eligible for the funding. The Contract Performance Officer explained that some did not meet the criteria and therefore discounted from the process. • The Committee felt that young people should be involved in this decision making, and proposed that this task should be delegated to the Head of Commissioning in consultation with the Youth Task Group. <p>The Local Committee (Tandridge):</p> <p>(i) AGREED to delegate all decisions with respect of Youth Small Grants to the Head of Commissioning in consultation with the Youth Task Group.</p>
	District Councillors – DC Childs, DC Cooper, DC Dunbar, DC Harwood and DC Thorn joined the meeting at 11.15am
26/12	PETITIONS [Item 12]
	There was one petition of 402 signatures requesting a crossing and traffic calming across Whyteleafe Road to Audley, St Francis and Sunnydown Schools. The written response is attached to the minutes at Appendix B .
27/12	PUBLIC QUESTIONS [Item 13]
	One public question was received, regarding Rook Lane pavement

	extension. The written response is attached to the minutes at Appendix C.
28/12	MEMBERS QUESTIONS [Item 14] No formal questions received.
29/12	HIGHWAYS SCHEMES 2012/13 [Item 13] The Area Team Manager presented the report. During discussion by the Committee, the following key points were raised: <ul style="list-style-type: none"> • Road surfacing - The Area Team Manager explained that due to recent weather issues there has been an impact on the surface treatment programme. All schemes are inspected and the contractor is not paid until the works are complete and satisfactory. • Surfacing material – The Committee asked questions regarding the new material being used. The Officer explained that the surface material available is quieter than the older larger stones. David Hodge confirmed that the new surface is of good quality and as the cost of materials varies across regions, Surrey are working hard to ensure value for money with a working group to get the best price for material. • A25 –East Hill, Oxted is currently with design team an update will be given as soon as available to the division member. • Harts Lane – A Member stated that the road used to be wider but now covered by vegetation. The Area Team Manager confirmed that there are plans to consider dealing with this problem and will be passed the maintenance engineer to investigate. • Cats’ eyes- Members discussed that in some cases, for example Limpsfield Road and A264 the road has been resurfaced and the cats eyes not replaced. The Area Team Manager explained that this was due to changes in speed limits and improved lighting. It was suggested that in future officers advise in advance the county member if cats’ eyes will be replaced or not. The Asset Planning team will be asked to provide this information. <p>The Committee NOTED the report for information</p>
30/12	APPLICATION FOR A MAP MODIFICATION ORDER TO ADD A BRIDLEWAY TO THE DEFINITIVE MAP AND STATEMENT FOR SURREY BETWEEN CLAREKS LANE AND THE AVENUE, TATSFIELD The Senior Country Access Officer presented the report. No members of the public have registered to speak on this item, the Committee discussed the item and the following key points were raised: <ul style="list-style-type: none"> • The Divisional member raised concerns over the surface and the

gradient of the footpath, with walkers and horses using the same path. The Officer explained that the bridleway would have to be in the same place that the horses/ riders have been using and not on another part. If an accident was to occur involving a rider and a walker it would be categorised as due care of the user and not the responsibility of the County.

The Committee discussed adding a third recommendation to the item; David Hodge proposed the wording of the recommendation and this was seconded by Cllr Ken Harwood.

The Local Committee **AGREED**:

- (i) **AGREED** -Public bridleway rights are recognised over the route 'A'- 'B'-'C' on Drg. No. 3/1/33/H22 and that the application for a MMO under sections 53 and 57 of the Wildlife and Countryside Act 1981 to modify the DMS by the addition of the a bridleway is approved. The route will be known as Public Bridleway No. 25 (Tatsfield).
- (ii) **AGREED** - A MMO should be made and advertised to implement these changes. If objections are maintained to such an order, it will be submitted to the Secretary of State for Environment, Food and Rural Affairs for confirmation.
- (iii) **AGREED** - That Officers assess and evaluate whether there is a need to provide a separate pathway/ bridleway route for safety reasons so that walkers and horses are separated and that Tatsfield Parish Council and the Landowners are consulted before final details are agreed for public bridleway No 25 (Tatsfield) once the Secretary of State/ County Council has confirmed the Map Modification Order.

[Meeting Ended: 12.13pm]

Chairman

ITEM10 – MEMBER ALLOCATIONS FUNDING – ADDENDUM

1. ADDITIONAL CAPITAL BIDS

1.1 The following are new funding proposals from Local Committee **capital** funding:

Caterham Men in Sheds

Mr John Orrick

£4,000 capital

An application for funding has been received from the Management Committee of the Douglas Brunton Centre to erect and equip a ‘shed’ in which retired people can exercise and develop their carpentry and DIY skills. It will be particularly aimed at men to give them a purpose and outlet for socialisation and attracting constructive participation from those not usually well catered for by traditional voluntary or commercial clubs and societies. Similar projects have been proven to provide mental health benefits for older men who often feel isolated. Men are under-represented at the Centre, making up only about a third of membership and it is hoped that this project will attract more male members. The cost of the project is estimated at over £9000, with the Centre agreeing to contribute £4000.

1st Felbridge (St Johns) Brownies and Guides

Mr Michael Sydney

£675 capital

An application for funding has been received for the replacement/renewal of Brownie and Guide camping equipment. One damaged tent, which is not repairable, needs to be replaced and other items for camping such as tables and benches need to be updated. This will allow more girls to go camping and give older girls greater privacy in the tents. The tables and benches are to ensure the girls eat in a more hygienic way rather than sitting on ground sheets. The total cost of the project is £1474.94, with Felbridge PC having offered £500 and £300 having been raised at the village show.

2. REVISED OFFICER RECOMMENDATIONS

The Local Committee (Tandridge) is asked to:

- (i) Note the summary of the Local Committee’s Member Allocation expenditure in 2011/12, as detailed in section 2 of the original report submitted.
- (ii) Agree the items presented for funding from the Local Committee’s 2012/13 **revenue** funding, as set out in section 3 of the original report submitted and summarised below:

Organisation	Project	Amount
Horne Parish Council	Regeneration of Newchapel Green	£2500
Home-Start East Surrey	Volunteer Preparation Course	

SUSY Radio Ltd	SUSY Community Radio Project	£2030
SCC Children and Families	Looked After Children's Celebration and Bursary Fund	£2750 £3000

- (iii) Agree the items presented for funding from the Local Committee's 2012/13 **capital** funding, as set out in section 3 of the original report submitted and paragraph 1.1 above and summarised below:

Organisation	Project Title	Amount
Lingfield Skate Park Venture	Lingfield Skate Park Venture	£2500
Victoria Sports & Social Club	Cellar Refurbishment	£5060
Felbridge Hall Management Committee	Window and Door Replacement	£1664
Nutfield Parish Council	South Nutfield New Playground	£7000
Care & Repair – Tandridge DC	Supply and Fitting of 'FREE' Key Safes	£5500
Ridge Radio	Disabled Toilet/Baby Changing Area	£900
Douglas Brunton Centre	Caterham Men in Sheds	£4000
1 st Felbridge (St Johns) Brownies & Guides	Replacement/renewal of camping equipment	£675

- (iv) Note the expenditure previously approved by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated authority, as set out in section 4 of the original report submitted.
- (v) Note any returned funding and/or adjustments, as set out within the report and also in the financial position statement at Annex B of the original report submitted.



APPENDIX B

OFFICER REPORT TO LOCAL COMMITTEE (TANDRIDGE)

WHYTELEAFE ROAD, CROSSING FOR AUDLEY, ST FRANCIS AND SUNNYDOWN SCHOOLS PETITION REPORT

KEY ISSUE

To consider a petition requesting road safety improvements in Whyteleafe Road, Caterham for Audley, St Francis and Sunnydown School.

SUMMARY

A petition has been received, signed by 402 residents, with the following request:

“We, the undersigned, ask Surrey County Council to provide a light- controlled pedestrian crossing and traffic calming to give safe access across Whyteleafe Road to Audley, St Francis and Sunnydown Schools.”

The Local Committee Chairman Responds:

The Caterham on the Hill Safety Study identified the need for a pedestrian facility on Whyteleafe Road near to the access to Audley Primary, St Francis Primary and Sunnydown School. A number of options were considered, including a zebra crossing, which was discounted due to the recorded vehicle speed on Whyteleafe Road, and a pelican crossing, which did not meet the Department for Transport criteria that applied at that time. In 2004, two uncontrolled pedestrian crossing points were installed in Whyteleafe Road, one located each side of the access road serving the schools. The northern crossing point comprised a pedestrian refuge and the southern crossing a full width road crossing with no island. Both crossing points have dropped kerbs and tactile paving.

A technical report was produced by Officers in 2005 following the implementation of the above measures which examined continuing safety concerns raised by the schools and proposed further works to address these concerns. The report noted that the rules governing the use of pelican crossings had been relaxed and their provision was at the discretion of the local authority. However, the report raised concerns that the road alignment resulted in lack of forward visibility for drivers travelling south, which would still rule this option out.

The speed of traffic on Whyteleafe Road was also considered in the technical report. The report looked at traffic calming measures, the introduction of a 20mph speed limit, Vehicle Activated Signs (VAS) and the provision of a speed camera. The report recommended the

provision of VAS, which were subsequently installed on both approaches to the access road to the schools.

A further study was carried out in 2009/2010 to investigate on the options available for improving crossing facilities for pedestrians travelling to and from the three schools. The report concluded that there were two feasible options; the installation of four pairs of speed cushions between Portley Lane and Matlock Road and the installation of speed tables at the crossing points in conjunction with speed cushions on the approaches between Cedar Park and just east of Strathmore Close. Due to withdrawal of funding for Integrated Transport Schemes in 2010/11, no further work was carried out on improving pedestrian facilities in Whyteleafe Road.

The organiser of the petition approached Surrey Highways in March 2011 to express her concerns about the safety of pedestrians crossing the road by the schools. A meeting was held on site in May 2011 attended by the petition organiser, the headteacher of Audley Primary School and officers from Surrey Highways and the Safer Travel Team. It was explained that no funding was available at that time to take a scheme forward but that the request for additional measures would be added to the ITS schemes list for possible future funding, subject to Local Committee approval. In March 2012, the Tandridge Local Committee allocated £5,000 to carry out feasibility design. The design team has been asked to develop options to improve pedestrian facilities in the vicinity of the schools and this will include re-examining the feasibility of a controlled crossing (zebra or signals) using the current criteria set out by the Department for Transport, traffic calming measures and the introduction of a 20mph speed limit using new methods now available to highway authorities.

It is suggested that Officers meet with representatives from the parents, schools and the divisional Member when options have been developed. A report will be presented to Local Committee later this year outlining the options with estimated costs and suggesting a preferred scheme to take forward, subject to Member approval and allocation of funding.



**SURREY COUNTY COUNCIL'S
LOCAL COMMITTEE (TANDRIDGE)**

PUBLIC QUESTION

29 JUNE 2012

On the subject of Rook Lane Pavement extension, Chairman of Chaldon Village Council asks:

“The Rook Lane project to extend the pavement adjacent to Chaldon infants school has been included in your recent agendas and the Chaldon Village Council was assured that the project would be completed during the first 6 months of this year. With this assurance in mind the Council provided £15,000 towards the cost of the project in April but have yet to receive a firm date for the start of the works.

Our contribution of £15,000 to this project surely makes us a significant partner in the work and I think that it is regrettable, to say the least, that we have not received any communication on the progress of the work. I should also like to remind the committee that we are paying interest on this loan which we received from the Public Works Board.

Please can you confirm when the work will commence?

The Local Committee Chairman Responds:

It is unfortunate that there has been a delay in implementing the footway extension scheme for Rook Lane but it was brought to our attention that we had not carried out an Environmental Impact Assessment. Whilst an Environmental Impact Assessment is not required for a minor highway improvement within the extent of the existing highway such as at Rook Lane, it was considered appropriate to carry out an Ecological Assessment. This report has now been completed and concludes that there will be no significant ecological impact resulting from the extension of the footway in Rook Lane.

Following the Ecological Assessment and to ensure full and open discussion has taken place on all aspects of the scheme, a report will be presented to a special Local Committee meeting in September 2012. This is considered the best approach to take for all parties concerned. It is anticipated that construction will then take place in October 2012.