

DRAFT

Minutes of the meeting of the
Waverley LOCAL COMMITTEE
held at 10.00 am on 16 September 2016
at Cranleigh Village Hall, Village Way, Cranleigh GU6 8AF.

Surrey County Council Members:

- * Mrs Pat Frost (Chairman)
- * Mr David Harmer
- * Mrs Nikki Barton
- * Mr Steve Cosser
- * Ms Denise Le Gal
- Mr Peter Martin
- * Mr Alan Young
- Mr Wyatt Ramsdale
- * Mrs Victoria Young (Vice-Chairman)

Borough / District Members:

- * Cllr Brian Adams
- * Cllr Carole Cockburn
- Cllr Brian Ellis
- Cllr Denis Leigh
- * Cllr Julia Potts
- * Cllr David Round
- * Cllr Richard Seaborne
- Cllr Val Henry
- Cllr Jeannette Stennett

* In attendance

28/16 MINUTES OF PREVIOUS MEETING [Item 1]

The minutes of the previous meeting were agreed and signed by the Chairman.

29/16 APOLOGIES FOR ABSENCE [Item 2]

The following Members gave their apologies:

Mr Peter Martin
Mr Wyatt Ramsdale
Cllr Denis Leigh
Cllr Jeannette Stennett
Cllr Val Henry

30/16 DECLARATIONS OF INTEREST [Item 3]

Cllr Julia Potts declared a non-pecuniary interest in item 5

31/16 DECISION TRACKER [Item 4]

The committee noted further updates to the decision tracker and agreed the removal of completed items.

32/16 PETITION [Item 5]

Local residents led by Ms Ann Hare presented their petition, where they called for the restoration of a local bus service.

Ms Le Gal, the divisional Member, added that this was a bus service which initially was going to be completely cancelled but which Stagecoach had been persuaded to retain in some measure in Farnham.

She added that she was in the process of distributing a survey across the community (including Folly Hill) to see if re-instating the bus service was supported by the wider community. Previously, there had been some objections to Folly Hill being used by larger vehicles such as HGVs and buses and this had resulted in the police monitoring speeding in the area.

Ms Le Gal said that she would be happy to share the results of the survey in time for the next Committee in December.

The Chairman stated that she would await the outcome of the survey. If the results show strong support, the Committee could write to Stagecoach asking them to clarify their stance.

The Chairman wished the petitioners good luck in their endeavours.

33/16 FORMAL PUBLIC QUESTIONS [Item 6]

Four questions had been received

Question 1 had been received from Thursley Parish Council where they called for the County Council to work with the Parish Council to alleviate traffic problems caused by unscheduled closures of the Hindhead tunnel.

Mr David Harmer, the divisional Member, stated that this was a serious issue and had gone on for a long time and had recently been brought to the attention of the Cabinet Member. Trucks often cause damage when the Lorries go down dead-ends (possible mis-navigated by sat-navs). This often happens in the small hours of the morning and causes disruption. He also stated that this issue was being brought to the attention of the Cabinet Member for discussion.

The Local Committee agreed that it would write to the Cabinet Member, expressing their support in any efforts to liaise with Highways England and the local Member of Parliament in order to bring about an effective inter-agency solution.

Question 2 received from Mr Christopher Peck calling for more community engagement around the development of cycling strategy.

It was noted by the Local Committee that there is a Waverley Cycle Forum and that they would be feeding in information about improvements to cycle paths into the up-coming area task groups. It was recognised however that there this group had only met once and there was a need to engage with the cycling community as early as possible.

David Sharpington, Cycling Strategy Manager is due to present at the next Local Committee in December and this is something he can be asked to address then.

Question 3 (annex 3) was from Mr David Beaman (councillor for Farnham Town Council- Castle Street ward.)

Cllr Julia Potts reported that Waverley Borough Council was working with the local Chamber of Commerce on these issues. In addition, a further Environmental Enforcement officer had been appointed and was due to start work Monday 19 September to target this area and the Council was also working with the Police and Crime Commissioner, Mr David Munro to look at funding options for future work.

A programme to crack down on fly-tipping was also underway.

Question 4 was sent in by Mr Mark Westcott calling for the removal of parking spaces in Castle Street, Farnham.

The Local Committee acknowledge Mr Westcott's question and the officer response.

34/16 MEMBER QUESTIONS [Item 7]

No Member questions had been received.

35/16 HIGHWAYS UPDATE (EXECUTIVE FUNCTION) [Item 8]

The Area Highways Manager presented his reported which provided an update on the 2016/17 programmes of highway improvement and maintenance works funded by this committee.

By the end of October, the Horizon programme for the next five years will be established and any works that have not been completed under the current scheme will be subsumed into the new one. A schedule of drainage improvements will also be included and Members will be asked to nominate wet spots in their areas for inclusion in the next few weeks.

Members will be supplied with a breakdown of highways improvements in their respective areas and this will be discussed in more detail at the private committee meeting on 4th October.

Mr Cosser asked if roads were given different priority according to their construction as he noticed that concrete based roads in his division did not seem to be given priority. The Highways Manager acknowledged that concrete roads were more expensive to renew but assured Mr Cosser that there were not given a lower priority as a result.

Mr Cosser also expressed his support for proposed lighting improvements in Station Road, Godalming. Mrs Barton raised that there had been some issues with lighting in her division which the Highways Manager noted and advised Mrs Barton that the appropriate officer would be informed.

Mr Brian Adams expressed his thanks to the Highways Manager for improvements to Green Lane, Tilford.

The Committee discussed a proposal raised by Mr Harmer, who suggested that the Committee should be able to allocate funding to the upkeep of Rights of Way. The rationale behind the suggestion was that funding such as that provided by the Planning Infrastructure Contribution (PIC) was issued with the caveat that it is used for the benefit of the community and that some of the rural communities in Waverley, may benefit more from a well maintained Right of Way than from road or pavement improvements. A formal motion was proposed by Mr Young to request this which Mr Harmer seconded and which was passed by the Committee with a show of hands

The Local Committee resolved to:

- i. Note progress of the 2016/17 programme of highway works funded by this committee and by developer contributions
- ii. Formally allocate £45,000 of the revenue budget to Community Enhancement as in previous years.
- iii. Formally request that Rights of Way are considered by Local Committees alongside other highways issues

Reason:

- (i) To allow the highways department to continue their community enhancement work.
- (ii) To allow the local committee to influence the maintenance of Rights of Way issues alongside other highways issues as residents consider them to be of equal importance.

**36/16 LOCAL COMMITTEE COMMUNITY SAFETY BUDGET 2016/17
[EXECUTIVE FUNCTION] [Item 9]**

The Community Partnerships and Committee Officer presented the report which outlined a proposal to change the procedure for allocating community safety funding.

The Committee acknowledged the reasons for the proposed change in procedure. Mr Cosser proposed that in addition to the recommendations offered by the report, the divisional Member is also included in the decision making so that their local knowledge can ensure that each project will be of benefit to the community. This amendment was agreed by the Committee.

It was also noted that the new Police and Crime Commissioner for Surrey also holds funding for community safety projects and Waverley Borough Council

has a budget of £11,000. This may be a source of match funding for any projects that the Committee wishes to support.

The Local Committee resolved to:

- (i) The delegated Community Safety budget of £3,000 per Local Committee for 2016/17 is to be retained by the Community Partnership Team, on behalf of the Local Committee, and that the Community Safety Partnership is invited to submit proposals that meet the criteria and principles for funding, as defined at paragraph 2.6 of this report.
- (ii) Authority is delegated to the Community Partnership Manager, in consultation with the Chairman, Vice-Chairman and local divisional Member of the Local Committee, to authorise the expenditure of the Community Safety budget in accordance with the criteria and principles stated at paragraph 2.6 of this report.
- (iii) The Committee receives a report detailing the projects that were successful in being awarded the local community safety funding and the outcomes and impact they have achieved.

Reason:

To secure greater oversight of the Committee's expenditure and better value for money for projects that help to achieve the County's community safety priorities.

To ensure that the local knowledge of the relevant divisional Member can be considered when evaluating proposals for funding.

37/16 REVIEW OF LIBRARY SERVICES IN THE BOROUGH (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 10]

The Lead Manager for Libraries presented the report which provided an update on the Libraries service and the issues it faced. She commented that the service's current focus was to determine what the service might look like in the future.

Mrs Young enquired as to the level of savings that had been achieved as a result of the introduction of community-partnered libraries. The Libraries Manager reported that savings of £381,000 per annum will be achieved as a result.

Mr Cosser noted that changes had been made to the management structure and asked for advice on the best way to liaise with staff. The Libraries Manager advised that managers now oversee a cluster of three or four libraries each rather than a single site. A list of dedicated 'customer network

leads' would be provided so that councillors could be kept up to date with library services in their area.

The Committee discussed the financial challenges that the service might face and asked if the service had considered any fund raising initiatives such as community donations. Donations need not be monetary but could be in the form of books. The Libraries Manager advised there are still major policy changes to be determined but that this might be considered in the future.

Ms Le Gal commented that the library service currently employs 500 people and that the demands of other departments such as Adult Social Care put pressure on services like the Libraries.

The Local Committee resolved to:

- i. Note the content of the report and its recommendations

Reason:

The County Council is facing severe and ongoing financial pressures to which services have to respond by making changes in their service offers to Surrey residents and how they deliver them.

38/16 ANNUAL PERFORMANCE REPORT FROM SERVICES FOR YOUNG PEOPLE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 11]

The Youth Team Manager presented the report which provided the Local Committee with an update on how Services for Young People has supported young people to develop their employability during 2015/16

The Team Manager reported that there had been a reduction of 64% since 2011/12 of young people who are classified as Not in Education, Employment or Training (NEET). Surrey has the lowest level of NEET young people of any authority of its size in England.

Waverley has highest percentage of 10-17 year olds (at 10.4%) across boroughs/district in Surrey. Approximately half of these have special educational needs or a learning disability which can prevent them working or being able to participate in education or training. It was noted that there are a number of special needs schools in Waverley and that families where there is a child with additional needs will often settle close to the school.

A suggestion was put forward by Mrs Barton that there might be a benefit in fostering a link with 'Stepping Stones' in Hindhead which is an independent special school that has had great success in preparing children for life in the mainstream world.

There has been a 70% reduction in young people entering the youth justice system for the first time.

Detached youth workers operate out of a number of locations in the borough:

- In Farnham, there is a detached project in Sandy Hill that delivers activities to around sixty young people twice a week. As well as recreational activities, the workers promote well-being and help them access services around mental health and housing as needed.
 - In Godalming, youth services run a session in Eashing on Monday and Farncombe on Friday.
- 1.
- In Cranleigh, the parish council has put forward funding to assist in the running of projects in their area.
 - The Youth Service would also like to offer services in Haslemere and are currently running one session a week, using funding from the town council

Presently, the service is finding it difficult to recruit experienced workers to Waverley so that they can extend their services.

Ms Le Gal stated that she was very proud of the work that is done in her division and that the outcomes are very commendable.

The chairman reported that the Youth Task Group had met with Step-by-Step and Eikon two of the providers who deliver youth services into the borough and this had been very positive. The task group agreed that it would be beneficial to meet with their providers more regularly.

The Local Committee resolved to:

Note the report from the Youth Service.

Reason:

The Local Committee has an important part to play in supporting the local development of Services for Young People, ensuring that we are providing the right support in local communities. In particular they have an important formal role in relation to the Neighbourhood and 1-to-1 Local Prevention commissions and the Community Youth Work Service.

39/16 ARMED FORCES COMMUNITY COVENANT [FOR INFORMATION] [Item 12]

Canon Peter Bruinvels, the Surrey County Council's Civilian Military Liaison officer was joined by Cllr Maurice Byham who is Military Champion for

Waverley Borough Council and Sgt Guy Johnson and Major Andy Duggan from 27 Regiment RLC.

The covenant helps military families to take part in community life by attempting to ensure that there are no disadvantages that come as part of the military lifestyle. An example of this is that living in military accommodation means that they do not have a postcode and therefore have difficulty registering for services such as doctors' surgeries for which such information is mandatory. Another example of that of ex veterans who have moved on after their military career has finished and who may get into financial difficulties as a result of being not being to trace and claim any pension rights.

Advice is available to promote good mental health and well being. Some veterans can find it difficult to adjust to civilian life. Between 3% and 7% of the prison population are veterans who have become caught up in criminal activity as a result of trauma or because of problems in finding work outside of the service.

Assistance is also available for former military personnel and current reservists to find work or to set up their own business. It is noted that Surrey County Council has 29 reservists as part of their staff (although this may be higher as some reservists prefer not to disclose this information)

Sgt Johnson reported that attending the Committee was part of their aspiration to extend their community engagement activities as part of the covenant. Currently they do a lot of work with young people through a number of cadet groups in Waverley.

The Committee extended its thanks to the military for what they bring to the community. In particular, Ms Le Gal wanted to express thanks for the help the forces provided during the flooding of 2014. This help helped saved the lives of those who found themselves trapped.

The Local Committee resolved to:

- I. Note the contents of the report.

Reason:

Surrey County Council (SCC) signed the Armed Forces Community Covenant with the military on 13 March 2012, with Waverley Borough Council (WBC) signing on 31 October 2012. The report provides an update on their recent activities.

40/16 LOCAL COMMITTEE FORWARD PROGRAMME 2016-17 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 13]

Mr Cosser requested that a report from Adult Social Care is included in a future meeting to update on services in their area.

Meeting ended at: 13.05

Chairman

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Minute 33/16

Annex 2

**LOCAL COMMITTEE (WAVERLEY)****PUBLIC QUESTION & RESPONSE**

DATE: 16 September 2016

A question has been received from Thursley Parish Council:

Thursley Parish Council has been trying to work with Highways England, Surrey County Council and the Police to ensure effective traffic management whenever the Hindhead Tunnel has to be closed, either as a planned closure or as the result of an emergency. This is to avoid large vehicles coming through the narrow lanes of Thursley and becoming stuck in certain places, causing damage to both public and residents' property, resulting in further traffic chaos as the highways become impassable.

This is not proving to be successful, with numerous traffic incidents being reported whenever the tunnel is closed. Recently, on the night of 31 August, one articulated lorry became stranded in Bowlhead Green at 2.30 am, and a second became stranded outside the Church in Thursley at 12.30 am. Both incidents resulted in the roads becoming completely blocked, preventing access for all vehicles, and serious damage to both private and public property.

Our question to the committee is this:

With the problems associated with the tunnel closures as described above. how can Thursley Parish Council and SCC work together to escalate the situation so as to prevent further problems?

Response:

Surrey County Council Highways officers have worked closely with Surrey Police, Highways England and Thursley Parish Council over the last year to try and prevent errant heavy goods vehicles entering Thursley and Bowlhead Green villages during planned and unplanned Hindhead Tunnel closures.

The local highways team have installed 'Unsuitable for HGV' signs at the entry points to both villages at the A3 flyover bridge and the signs are clearly visible on both approaches. Thursley village is also protected by a 6'6" weight restriction that prevents any large vehicle entering unless access is required. The restriction is signed in advance and at both entry points to the village. In addition to this, 'Risk of grounding' signs have also been installed to further highlight the problems large vehicles may encounter if they enter the village. Any heavy goods vehicle that exceeds 6'6" can be prosecuted should they enter Thursley as a result of a tunnel closure if they do not require access. Surrey Police are responsible for enforcing the restriction.

Highway officers have also worked closely with Surrey Police Road Safety Officers and Highways England to look at the strategy used when an unplanned tunnel closure occurs, as well as advanced warning signs, diversion signs and vehicle activated signs on the A3 and all of the diversion routes. As a result of this work, Highways England is hoping to implement various upgrades to signs etc over a phased approach. Surrey County Council will consider engaging with the local MP Jeremy Hunt in order to expedite these measures.

Surrey County Council will continue to work with Thursley Parish Council, Surrey Police and Highways England to try and prevent heavy goods vehicles from entering Thursley and Bowlhead Green during planned and unplanned tunnel closures.



LOCAL COMMITTEE (WAVERLEY)

PUBLIC QUESTION & RESPONSE

DATE: 16 September 2016

A question has been received from Mr Christopher Peck

The Godalming Cycle Campaign are pleased to note the plans on page 11 of the Waverley Local Plan Infrastructure Delivery Plan (published August 2016) for 'quality cycle routes' from Milford to Godalming, and from Godalming to Guildford, to be delivered between 2016-2020. Currently 3,840 people either commute from Godalming to Guildford (30% of Godalming's commuters), or from Guildford to Godalming (Census 2011). Despite good bus and rail connections and a short distance, 77% travel by car, and just 50 people cycle, in part due to the lack of suitable routes. Well designed cycle routes could help relieve congestion, improve public health and provide valuable leisure and transport infrastructure for the area.

My question to the committee is this:

When will plans for these routes be published and will the Waverley Local Committee ensure there is dialogue and consultation with local stakeholders and interested parties on alignment and design?

Response:

In summary, the Local Committee is developing a Cycling Plan and will decide its priorities and a programme. The Cycling Plan will have regard for the needs identified in the Infrastructure Delivery Plan.

The Local Committee is resolved to develop cycle facilities in Waverley as part of the Surrey Cycling Strategy. To this end, a members' cycling task group has been formed. The Local Area Task Groups are developing specific ideas with the assistance of local stakeholders, including members of the Waverley Cycle Forum, with a report back to the Local Committee planned for December 2016. Consultation with local stakeholders will be an integral part of an ongoing process.

To answer the question more fully - and in terms of the Local Committee's role - it is helpful to set out three processes that will each inform each other: the Waverley Local Plan, the Cycling Plan being developed by the Local Committee and Local Transport Strategy that will need to be developed after adoption of the Local Plan.

Infrastructure Delivery Plan

The Infrastructure Delivery Plan (IDP) is produced by Waverley Borough Council and is part of the evidence base to support the Local Plan. The IDP states, "The Infrastructure Delivery Plan will be a living document and will be updated on a regular basis to reflect any changes to the delivery of infrastructure". The IDP published by the Borough identifies numerous infrastructure improvements, including cycling facilities. The proposed infrastructure will provide a basis for the Community Infrastructure Levy (CIL). Much of its implementation will depend on the funds arising from CIL and, in this way, infrastructure implementation and timing is conditional; hence the need for the IDP to be a 'living' document.

Cycling Plan

As described above, the Cycling Plan will identify a network of proposed cycle facilities. It will be for the Local Committee to decide how it wants to prioritise and programme the proposals.

The Local Committee may decide to fund cycle facilities from its own budget. However, due to budget limitations, these are more likely to be localised improvements. Larger schemes will require external funding – CIL or other sources if they become available.

Local Transport Strategy

The county council is producing Local Transport Strategies and Forward Programmes for each district and borough in the county. The purpose of these strategies is to support the growth set out within district and borough local plans and provide a programme of transport infrastructure required to deliver this growth. They also provide an evidence base for future funding bids. The Waverley Local Transport Strategy will be developed after the adoption of the Local Plan and be informed by the Local Plan including the IDP. It will need to be approved by the Local Committee. A Local Transport Strategy is accompanied by a Forward Programme that contains a list of infrastructure schemes with implementation dates.

Cycling Plan and Local Transport Strategy

It is anticipated that the Cycling Plan would form part of the Local Transport Strategy.

Cycling Plan and Local Plan including IDP

It is anticipated that the Cycling Plan will be incorporated into the Local Plan. The document "Waverley Borough Pre-Submission Local Plan Part 1: Strategic Policies and Sites" currently out for consultation states (paragraph 7.9): "A number of preferred cycle routes have already been identified in the Waverley Cycling Plan Supplementary Planning Document (SPD) which was adopted in April 2005 and the proposed list of routes is being updated." The 'update' is the Cycling Plan currently being developed. The SPD in turn informs the IDP.

Conclusion

The implementation of much of the infrastructure will be dependent upon available funding, which is likely to have to come from a number of sources. The level of funding required will be determined once the detailed designs are drawn up, agreed and costed.

The Local Committee can set its priorities and programme through its commitment to a Cycling Plan, which in turn may become part of a Local Transport Strategy.

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LOCAL COMMITTEE (WAVERLEY)

PUBLIC QUESTION & RESPONSE

DATE: 16 SEPTEMBER 2016

A question has been received from Mr David Beaman.

I was recently elected to represent Castle ward on Farnham Town Council and one of the issues raised during the campaign was the problems caused by litter and unsightly commercial waste bins in Farnham Town Centre which is a Conservation Area. I am aware of at least one couple who regularly go litter picking on Castle Street in an attempt to maintain a clean environment. Such a situation could, of course, be avoided if people were more careful with disposing of their litter. As for the unsightly commercial waste bins I understand that Farnham Town Council are making attempts to improve the situation.

My question to the local committee is this:

Could the 3 local authorities (SCC, WBC and FTC) investigate ways of improving the street environment in Farnham Town Centre?

Response:

The duty to keep publically accessible areas clear of litter and the power to impose fines for littering lies with the Waverly Borough Council. Surrey County Council is responsible for arranging for the disposal of any litter collected by the borough council. Therefore in this case I would suggest that the borough council and town council work together to agree an appropriate litter cleaning regime.

With regard to trade waste bins being left on the street. I am aware that other district and borough authorities have used their enforcement powers under the Environmental Protection Act to ensure that bins are only left out on the street immediately prior to or after a collection and not left there permanently.

Therefore I suggest that a discussion take place between Waverley Borough Council and Farnham Town Council to work out how best to address these issues.



LOCAL COMMITTEE (WAVERLEY)

PUBLIC QUESTION & RESPONSE

DATE: 16 September 2016

A question has been received from Mr Mark Westcott:

This question is a request for the Waverley Local Committee to consider the removal of all parked cars on both sides of Castle Street, Farnham in the commercial area beneath Long Garden Walk. A recent count on site suggests that it would involve the loss of only 25 spaces.

Such a proposal would make a truly wonderful improvement (at little or no expense) and allow for all sorts of things to happen on the generous cobbled and paved areas, not least the vastly improved visual amenity and the opportunity for community and civic activities throughout the commercial length other than the virtual emasculation and blocking of the broad handsome street by tonnes of permanently parked metal.

Once removed, apart from opening up the views of one of the most handsome of market town set-pieces in the south of England, there would be considerable flexibility for activities such as market stalls (weekly, or even throughout the week and changing as necessary on a themed or weekly/daily basis), café tables, or even dancing troubadours.

It seems extraordinary that the monthly Farnham farmers' market is held in Central Car Park when one of the UK's foremost Georgian avenues lies dormant just metres away.

My question to the committee is this:

Please can you tell me if the Waverley Local Committee might support such a proposal to eliminate the parking spaces as described above and how such an idea might be progressed?

Response:

Castle Street is of course one of Surrey's most visually impressive streets, with lots of history to it. However, it is also located in the centre of what has grown to be one of Surrey's largest and heavily trafficked towns. In response to this, Castle Street has had to adapt and evolve over the years in order to meet with the ever increasing population and its use of cars. This is apparent in the street today; with the mixture of resident permit parking and pay and display parking, which is there to strike a balance between those who have homes in Castle Street and those who just wish to visit the town. With regards to through traffic, Castle Street is also the end of one of the key main road routes into the town centre.

For Castle Street to resemble a more pedestrianised nature, it would not only see the loss of on street parking - which is currently in very high demand by both residents and visitors - but Farnham itself would also lose one of its key routes into the town. Whilst this still may be favoured by some Farnham residents, it is very unlikely that this would be favoured by the majority of Farnham residents and businesses, or by Castle Street residents themselves.