

Minutes of the meeting of the  
**Tandridge LOCAL COMMITTEE**  
held at 10.15 am on 6 March 2020  
at Tandridge District Council offices, Station Road East, Oxted, RH8 0BT.

These minutes are subject to confirmation by the Committee at its next meeting.

**Surrey County Council Members:**

- \* Mr Cameron McIntosh (Chairman)
- Mrs Rose Thorn (Vice-Chairman)
- \* Mr Chris Botten
- \* Mr David Lee
- \* Mrs Becky Rush
- Mrs Lesley Steeds

**Borough / District Members:**

- \* District Councillor Michael Cooper
- District Councillor Tony Elias
- \* District Councillor Harry Fitzgerald
- \* District Councillor Chris Langton
- \* District Councillor Simon Morrow
- \* District Councillor Sir Nicholas White

\* In attendance

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**OPEN FORUM**

The questions and responses from the open forum session are included as Annex A to these minutes.

**1/20 APOLOGIES FOR ABSENCE [Item 1]**

Apologies received from Mrs Lesley Steeds, Mrs Rose Thorn and District Councillor Tony Elias.

**2/20 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes from the previous meeting on 6 December 2019 were agreed as a true record and signed by the Chairman.

**3/20 DECLARATIONS OF INTEREST [Item 3]**

None declared.

**CHAIRMAN ANNOUNCEMENTS**

The Chairman, wished to make the following announcements;

**Youth Work Consultation** - The public consultation on whether Surrey County Council delivers universal open access youth work and to enable the

voluntary, community and faith sector to use the youth centres at little or no cost closes on 30 April. Please go online to [Surreysays.co.uk](http://Surreysays.co.uk) to have your say.

**Members Community Allocation** – The fund has now closed for 2019/20. In Tandridge 100% of the funds were committed and allocated to local projects across the District.

**Members Highways Fund** – All money for 2019/20 has been committed and spent

**Rural Gigabit voucher scheme** – Members should all recently have received an email in relation to the Rural Gigabit Voucher Scheme. These vouchers can be applied for by residents in rural designated postcodes. Groups of two or more residential properties or small/medium businesses (SMEs) in Defra designated rural postcodes could be entitled to vouchers to upgrade their broadband to full fibre. It is estimated that approximately 10,000 residents and businesses could be eligible for these vouchers in Tandridge. Can I urge members to spread the word to residents and businesses who this may be suitable for and encourage them to apply? Katie Brennan, at SCC will be attending the Parish Assembly on the 18th March but is also very happy to speak to anyone who would like to know more.

#### 4/20 **PETITIONS [Item 4]**

Petition 1

**Declarations of Interest:** None

**Officers attending:** Zena Curry, Area Highways Manager

The lead petitioner Diane Brown presented the petition. She thanked Officers for the response and welcomed a meeting with Officers on site. The owner of the dog grooming business, Linda Barker was also in attendance and offered to show the Committee in excess of 250 photographs of cars which had had an accident on the section of road outside of her property. In 12 months, 16 cars have driven into her fence.

It was asked why only one serious accident at the site had been recorded as emergency services often attend on a regular basis, yet these do not seem to be logged.

The Area Highway Manager, responded on behalf of the Road Safety Team. She thank Mrs Brown and Mrs Barker for their petition and appreciated it is often distressing to see an accident outside of your property. In terms of the logging of an accident, whilst the emergency services maybe called, it is only logged as a personal injury should treatment of the driver, passengers or pedestrian be required, otherwise it is categorised as damage only.

**Member discussion – key points:**

- Concern was raised that accidents were serious enough to require the emergency services, which uses public funding, however these are not

recorded. In failing to record them, it does not allow the issue to be highlighted to the Road Safety Team.

The Area Highways Manager explained that the system is used to address personal injury first. Repeated instances of damage only and anecdotal information from residents is taken into consideration, and considered by the Road Safety Team as in this instance.

## **Resolution**

The Local Committee:

- (i) AGREED that the road safety engineering team will meet with the resident/petitioners on site to help understand the extent and nature of the problem. Following investigation a highway safety scheme will be developed for implementation within the next financial year. This will be funded from the council's central budget for addressing collision hotspots managed by the road safety engineering team.

Petition 2

**Declarations of Interest:** None

**Officers attending:** Zena Curry, Area Highways Manager

The lead petitioner, Davina Matlock was unable to attend the meeting. The Divisional Member for Caterham Valley, read her statement to the Committee advising members that the petition was prompted following a fatality on Godstone Road in January.

Mrs Matlock stated that she and many other parents in the Whyteleafe Community felt unsafe crossing Godstone Road. In the past 6 months, residents have witnessed lorries mounting the pavement to get past another lorry on the other side of the road and quad bikes using this road as speedway, a death and people parking on the pavements indiscriminately. Outside 331 Godstone Road the road narrows and the pathway extremely and causes zero visibility for drivers.

She felt there needed to be a change to the roads around the Whyteleafe Community area. A zebra crossing/further traffic light is required between Whyteleafe parade of shops and Whyteleafe South. This can be positioned in a number of places along the stretch of road and would not impend on bus stops or driveways along the area. A zebra crossing/further traffic light could be positioned at the bottom of Hillbury Road to enable the safe crossing to either to the bus stop (for Warlingham) or down from Warlingham School or to the park. It was asked if speed cameras could be installed at crossings to prevent drivers constantly jumping the lights/crossing. More signs warning of speed reduction and road speed along Whyteleafe as pedestrians are crossing.

The Divisional Member, supported the petition and raised the following points;

- 1) The A22 is a wide road as it enters Whyteleafe (northbound), but then dramatically narrows near Hillbury Road, close to where the fatality happened in January. It was asked what can Highways do either to reduce speed, considering the number of HGVs using this truck road, and also in regards to the narrow pavement on the western side?
- 2) There have been a number of accidents that have occurred on this stretch of road, however if speed is not a factor, are there any repeat factors that officers are seeing?
- 3) In the response Hillbury Road was not mentioned, but it may be helpful if officers could provide information about this road.
- 4) The response refers to a question raised by the Village Council to the Local Committee in 2018. Their request for a crossing, and it was advised that this would be put on the ITS, would it be possible to have an update on this and is there anything that he could do with his funds or help to facilitate the Village Council using their CIL money.

The Area Highways Manager, responded to the points raised by both the lead petitioner and Divisional Member.

There is a small informal crossing on Hillbury Road at the junction with the A22. It is a narrow island as it was designed and complies with the standards of when it was installed. At the moment, whilst the request for an additional crossing does not score highly enough for the limited ITS funding, she would be happy to discuss further with the Village Council and Divisional Member.

Only the Police have the legal powers to take action on drivers who drive through red lights at crossings. Neither the County Council or Parking Enforcement Officers are able to take action.

The speed on that section of the A22 is 30mph and as there are street lights and traffic lights along the road, SCC are unable to install repeater signs displaying the speed limit. We can review the signs, to see if a Vehicle Activated Sign could be installed, but this would need to be in partnership with the Road Safety Team. The Divisional Member advised that there are Vehicle Activated Signs southbound, there is question from the Village Council at item 5 of the meeting, as they are not working, so SCC need to ensure they are working properly.

With regards to an update on the request for a crossing, it was advised that it had not been prioritised. It was explained that there are three types of crossings available; the cost of an informal crossing is around £20,000, a zebra crossing cost approximately £75,000 and a traffic light controlled crossing would cost around £250,000, sometimes considerably more. A feasibility study would need to be carried out first and the Village Council can use their CIL funding on this should they so wish.

## **Members – Key Points**

- 1) The Cabinet Member for Highways has advised that the County Council will not fund feasibility studies. It was felt that there was a major structural problem in the Highways budget if third parties, such as Parish Councils are being asked to fund feasibility studies for schemes that are accepted as an option which should be explored to resolve an issue. Whilst Members were supportive of working together with CIL across the three tiers of Councils in Tandridge, it was felt that asking a Parish to fund a feasibility study becomes a blockage to cooperation and working together.

It was suggested that the Chairman of the Local Committee raise the concerns of the committee to the Cabinet Member, querying if asking Parishes to fund feasibility studies, which may not be constructed, is an appropriate way of managing the demand on highway services.

- 2) It was asked why feasibility studies cost approximately £5000 as a minimum, (with some costing between £10,000- £15,000) and was it necessary to have detailed feasibility studies as the start of the process?

The Area Highways Manager advised that the feasibility study is good value in comparison to using an external consultant. The feasibility study is part of the design process and is to protect the investment. For example, understanding any drainage issues or location of underground utilities, which may conclude that the suggested location is not a suitable or indicating measures which may need to be additional funding to be factored in to the final cost. This reduces any unforeseen costings due to issues relating to these during the construction process.

- 3) It was suggested that a feasibility study should be considered as part of the whole project cost. Should a scheme be deemed necessary by the County Council and proceeds through to construction, the cost of the feasibility study should be returned to the Parish Council, as the project cost should be met by the County Council.

The Chairman, confirmed on behalf of the Committee he and Mr Chris Botten would take this matter forward with the Cabinet Member for Highways.

- 4) With regards to the petition, it was asked of the Divisional Member if a review of the on street parking on that section of Godstone Road, would be beneficial. Mr Lee advised that he felt there could be a number of options to consider to assist with the issue. If parking restrictions were installed this would reduce parking spaces for local residents, who have no off street parking and would create a further issue. The Divisional Member would welcome a discussion with a members of the Road Safety, Local Highways and Parking Teams to explore what could be done.

### **Resolution**

The Local Committee:

- (i) AGREED to note the contents of the response.

The Chairman thanked Mrs Brown and Mrs Matlock, for their time in submitting a petition and bringing their concerns to the Local Committee's attention.

## **5/20 FORMAL PUBLIC QUESTIONS [Item 5]**

**Declarations of Interest:** None

**Officers Attending:** Zena Curry, Area Highways Manager, SCC

**Petitions, Public Questions and Statements:** The questions and officer response were published within the supplementary agenda.

A total of five public questions were received.

**Question 1** from Whyteleafe Village Council, a supplementary question was asked.

'The Village Council does not want to see the removal of any Vehicle Activated Signs (VAS). We welcome the commitment by SCC to install a working replacement near to Hillside Road in the next Financial Year and would like this to happen promptly. In respect of the VAS on Whyteleafe Hill, we wish to work together with SCC and our County Councillor to explore ways in which a mains operated replacement can be funded. So, can we have an assurance from SCC that they are happy to work with us on this?

We would also welcome discussions with Highways Officers about the relocation of the two camera signs to more appropriate positions on the Godstone Road in an attempt to slow traffic.'

The Area Highway Manager responded stating that, Officers would be pleased to work with the village council to fund and implement replacement vehicle activated signs for the two that are beyond economic repair. The good news is that both are very close to existing lamp columns upon which replacement signs could be mounted. Alternatively different lamp columns could be chosen if they provide a better location.

We would also be pleased to work with the village council on repositioning the camera warning signs to deter speeding on the approaches to enforcement locations.

**Question 2** from Nutfield Parish Council, a supplementary question was asked for parts a) and c).

- a) The road dips by at the verge side by 0.75m, two vehicles have been damage. Is there anything that can be done?

The Area Highways Manager, advised that where there is a dip over a large area, although it may be considered a highway defect and not how SCC would like, it is not a safety defect. All SCC Members have their own member highways funding to use on the Highway, the Divisional Member for Godstone has indicated that she would be happy to use her funding on this issue and officers are looking to progress this in the next financial year.

- c) Regarding King Cross Lane, the Parish Council were disappointed to see that the road is not considered a priority, as the Parish had previously received notification that the road would be resurfaced. It was asked when this will happen?

The Area Highways Manager advised that there may have been a misunderstanding, as the road did close but for patch repair through the Severe Weather Repair programme and not closed for whole road resurfacing. The Network and Asset Management Team have advised that the Road is currently not on the prioritisation list for resurfacing.

**Questions 3, 4 and 5** received from District Councillor Alun Jones. Cllr Jones was not in attendance, and Mr David Lee spoke on his behalf.

Question 5, Cllr Jones would like to thank the Council and Officers for the response, and he was pleased to hear that the gully clearing would be carried out more regularly.

Questions 3 and 4, concerned about the roads around Tillingdown as they are disintegrating under foot, it was asked where these roads are on the priority list?

The Area Highways Manager advised that the roads mentioned are concrete roads which have a thin layer of surfacing over the top. She will pass the question to the Network and Asset Management Team to ask where the roads are on the priority list.

#### **6/20 MEMBERS QUESTIONS [Item 6]**

None received.

#### **7/20 DECISION TRACKER (FOR INFORMATION) [Item 7]**

Item 7 taken after Item 10.

The Chairman introduced the item explaining that this document monitors the progress against the decisions that the local committee has made.

No Member comments made.

#### **Resolution**

The Local Committee (Tandridge)

- (i) NOTED the contents.
- (ii) AGREED to remove the closed items from the tracker.

#### **8/20 CABINET MEMBER FOR HIGHWAYS UPDATE (FOR INFORMATION) [Item 8]**

The Chairman introduced the item as a new standing item for all local committee meetings going forward and is for information only. The report covers the most recent statements given by the SCC Cabinet Member for

Highways to council. The Chairman welcomed questions from Members which would be collated and passed to the Cabinet Member for a response.

Members comments;

- 1) It was asked, as the LED street lights will save SCC money compared with the current street lights, will the council be reviewing the part night street lighting policy once the programme has been rolled out across all Districts and Boroughs?

Whilst not all members of the committee were supportive of returning to lighting after 1am for environmental reasons, it was felt it would be helpful to understand if a review would be taking place and if lights on after 1am would be considered by the Cabinet Member in the future.

- 2) Members sought clarification for the extra £92m for Highway Maintenance. It was asked how this extra funding would be used? Would only the major roads and main roads be considered for investment? Members raised particular concerns on the underinvestment of many of the side roads in Tandridge, with these residential roads being in desperate need of attention. How will the Cabinet Member ensure these roads are in a sound state of repair? Many of the side roads do not score highly on the criteria for Horizon 2, of being near a school or shops etc and therefore low on the priority list for investment, yet the Member allowance is not enough to fund works that are needed.

- 3) Cllr Morrow, regarding the town centre agreement report which went to Cabinet in July. He wished to make everyone aware of the Warlingham Green Improvement scheme, which residents have been voting on. Whilst Warlingham is not a town centre, it is a large village, who have put together a well-developed plan to improve the Green and shop area. He asked all at Surrey County Council to be supportive of this scheme, which is what the residents of Warlingham would like.

## **9/20 HIGHWAYS UPDATE- END OF YEAR REPORT (EXECUTIVE FUNCTION FOR DECISION) [Item 9]**

**Declaration of Interest:** None

**Petitions, Public Questions, Statements:** None

**Officer in Attendance:** Zena Curry, Area Highways Manager (South East)

The Officer introduced the report, drawing members attention to the increase in the Capital Maintenance allocation for each County Councillor since the previous committee report on 6 December 2019. The new figure for capital maintenance per divisional member is £29,500.

The committee are also asked to agree to the recommendation of installing a bus clear way at two separate locations in the district.

**Members Discussion- Key Points**

The following points were raised:

1. Members were fully supportive of the recommendation for the bus clearways.
2. Councillor Morrow wished to thank Highway Officers and Divisional Member Becky Rush for the installation of two halos at the pedestrian crossing on Warlingham Green and the excellent resurfacing on Farleigh road, Warlingham.
3. It was asked if the new capital maintenance amount would be enough to resurface Shelton Ave, Warlingham? The Divisional Member responded that she had discussed with Highways officers and Shelton Ave would need to be on a scheme, as the cost would exceed the divisional member allowance. She is working with the Maintenance Engineer to spend her allocation in the best way for the division.
4. It was asked on the programme timeline for ITS schemes?

The Area Highways Manager advised that officers undertake a prioritisation assessment for all schemes on the ITS list during the autumn, taking into account the assumed funding for the next two financial years, this includes both design and construction. This is agreed with members at the Local Committee meeting in the December, and the works agreed are completed by the end of the next financial year. Should following SCC's full council meeting, the budget for the local committee change, which has an impact on the agreed work for schemes on the ITS list, a new report is brought to the Local Committee.

## **Resolution**

The Local Committee (Tandridge);

- i. NOTED the contents of this report.
- ii. AGREED to the installation of a bus stop clearway in Salmons Lane, Caterham just prior to property number 150 Salmons Lane, operating from 07:00am to 19:00pm Monday to Saturday. This will include a 23m bus cage with appropriate road marking (further information is available in Annex 4).
- iii. AGREED to the installation of a bus stop clearway in Limpsfield Road, Warlingham opposite Greenacres Lodge residential home, operating 24 hours a day Monday to Sunday. This will include a 23m bus cage, with appropriate road markings (further information is available in Annex 5).

## **Reason**

The Local Committee agreed to a bus stop clearway at Salmons Lane Green and at Church Road. Limpsfield Road Warlingham as it is important that buses are able to access stops to provide step free access and ensure

passengers are able to safely board and alight, especially those with mobility issues, wheelchair users and those with push chairs.

## **10/20 TANDRIDGE ON STREET PARKING REVIEW (EXECUTIVE FUNCTION FOR DECISION) [Item 10]**

Item 10 taken after Item 11.

**Declarations of Interest:** None

**Petitions, Public Questions, Statements:** None

**Officer in attendance:** Rikki Hill, Parking Team Leader

The Officer introduced the report.

Verbal correction made, Granville Road should state Limpsfield not Oxted in Annex 1.

### **Members Discussion- Key Points**

The following points were raised:

1. Members requested confirmation on the expected timeframe for this parking review, including the start of the consultations process and estimated completion?

The Officer advised that if agreed in principle by the committee, the process for applying for Traffic Regulation Orders would begin and the consultation would start in late April/May. It was his intention to have works completed by the autumn in case of a wet autumn/winter like in 2019, which delayed the lining works.

2. It was asked if Parish Councils would be included in the consultation process.

The Officer confirmed that Parish Councils are a statutory consultees, so would be contacted as part of the process.

3. Clarification was sought on the drawing for Lime Grove, Warlingham (map 31). The member felt that the line was too long opposite Cedar Close as taking away valuable parking spaces for the residents who need the on street parking. Would it be possible to shorten to outside property numbers 11 and 12?

The Officer advised that the request had originated from Tandridge District Council, who require space for the rubbish collection vehicles to turn. All the properties along that section of the road would be contacted to comment on the proposal. As it is agreed by the committee, it is easier to make modifications to shorten the line, rather than extend at a later date.

4. It was mentioned that a meeting to discuss commuter parking across the district took place the previous week. The purpose of the meeting was to look at options to ease commuter parking for local residents.

The ward member for Oxted South advised that the Parking Strategy and Implementation Manager had agreed to undertake a review as to what options would be available in Hurst Green.

5. It was asked what the purpose of reducing the spaces on Church Road, Caterham (Map 5) would be, as there is a football ground close by and parking is often required. It was suggested that the section be reviewed as perhaps the current lines are in the wrong place, as we do not wish to move parking further along.

The Divisional Member advised that the request came from the residents in the houses as they have issues entering and exiting their driveways, even with vehicles currently legally park on the road.

The Officer thanked the member for his comments and would take into consideration his suggestion.

## **Resolution**

The Local Committee (Tandridge):

- (i) AGREED the changes to parking and waiting restrictions contained in Annexes 1 and 2 should be introduced.
- (ii) AGREED if necessary, minor adjustments can be made to the proposed changes by the parking strategy and implementation team manager in consultation with the chairman/vice-chairman and local divisional member prior to formal advertisement and statutory consultation.
- (iii) AGREED the intention of the county council to make traffic regulation orders (TROs) under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on street parking restrictions in Tandridge as shown in the annexes (and as subsequently modified by ii) is advertised and that if no objections are maintained, the order is made.
- (iv) AGREED if there are unresolved objections, they will be dealt with in accordance with the county council's scheme of delegation by the parking strategy and implementation team manager, in consultation with the chairman/vice chairman of this committee and the appropriate county councillor.
- (v) AGREED if necessary the parking team manager will report the objections back to the local committee for resolution.

## **Reason**

The committee agreed to the recommendations which will improve road safety, increase access for emergency vehicles, improve access to shops, facilities and businesses, increase access for refuse vehicles and service

vehicles, ease traffic congestion and better regulate parking and serve communities.

## **11/20 INTRODUCTION TO SEVENOAKS DISTRICT COUNCIL PARKING ENFORCEMENT (AGENDA ITEM) [Item 11]**

Item taken after Item 6 on the agenda.

**Declarations of Interest:** None

**Petitions, Public Questions, Statements:** None

**Officer in attendance:** Nikki Tagg, Projects Specialist, Tandridge District Council (TDC) and John Strachan, Parking Services Manager, Sevenoaks District Council (SDC)

The Tandridge Officer advised the Local Committee that, subject to the final contract being signed, from 1st April 2020, Sevenoaks District Council will be contracted to carry out on street parking enforcement in the Tandridge District, on behalf of Tandridge District Council. The new contract with Sevenoaks DC will allow for parking enforcement to be carried out Monday to Saturday with Sunday on an ad hoc basis when required. Tandridge DC will have access to information, receive monthly updates and will have the ability to request responsive enforcement visits when necessary. Sevenoaks DC and Tandridge DC will provide the Local Committee with regular updates, Key Performance Indicators and trends relating to the service.

The Parking Services Manager, informed the Local Committee of the work carried out by the Sevenoaks Parking Team. The two parking officers, from the incumbent (Reigate and Banstead Borough Council) will be absorbed within his team, with two members of the team working in the Tandridge District each day. The role of an Enforcement Officer includes ensuring that vehicles are parked legally, not causing an obstruction, having a presence outside of schools for safety and supporting commercial areas to help with churn.

### **Member Discussion – Key Points**

- 1) The Chairman thanked the Sevenoaks Parking Manager for attending the meeting and welcomed the new contract to provide regular parking enforcement in the District.
- 2) Warlingham Parish Council have been budgeting to fund an extra presence in the village to enforce parking restrictions. It was asked if a site meeting could be arranged with the officer to explain the issues in greater detail?

The Parking Manager advised that it may be helpful to review the request to fund of additional enforcement in Warlingham until a few months after the contract has started. Residents, businesses and the Parish Council may notice the change in parking in the village as tickets are issued from the 1 April, which may resolve the matter. However, happy to discuss further if necessary.

- 3) It was asked if two Enforcement Officers would be enough to cover the whole of Tandridge?

The Parking Manager advised that in Sevenoaks, the enforcement officers are cost neutral. The contract with TDC is a commercial bid and currently for one year. For this year, two enforcement officers from his team will be deployed each day. There is the potential to increase this, however Sevenoaks District Council would need assurances that the contract would be extended beyond one year, due to cost of an additional vehicle and the equipment would be required. Additional officers could cover the Tandridge area on an ad hoc basis during the first year if deemed necessary to do so.

Clarification was provided that TDC do not receive money from SCC to provide on street parking enforcement. TDC will be paying Sevenoaks DC for the service and the revenue generated from tickets will be returned to TDC. It is hoped that this will be cost neutral.

- 4) If a yellow line is not continuous due to the road surface being damaged, can the parking restriction still be enforced?

The Parking Manager advised that this is decided on a case by case basis, and the Enforcement Officer will make a judgement. Sevenoaks DC are able to issue warning notices, which records the car registration but does not issue a ticket unless the vehicle contravenes the restriction on another occasion.

- 5) It was asked how is time allocated for visits to towns, such as Oxted and Caterham, and the more rural communities who also need enforcement? Will enforcement be carried out on a set day or will it be random?

The Parking Manager advised that the visits are random and times would vary. Whilst less tickets are issued in rural areas compared with the more populated areas, the team will work responsively and will attend the villages to enforce parking restrictions. Enforcement Officers will not be able to issue a ticket to all vehicles that are parked in contravention of the restrictions, however when people see that Enforcement Officers operate regularly in the area, it is anticipated there would be around 95% compliance of parking restrictions.

- 6) Do officers have flexibility in the times that they work?

The Parking Manager advised that they currently deploy officers to work till 8pm in Sevenoaks due to their night time economy. For Tandridge this will be on an ad hoc basis. Should there be a problem area of dangerous parking, this can be reported and Enforcement Officers will target those particular areas.

- 7) How often will Members receive the reporting data from Sevenoaks DC on the Key Performance Indicators?

The system generates automatic reports, and these can be produced on a daily, weekly or monthly basis. For GDPR reasons, some details are redacted, however information such as number of tickets issued

and location can be made available. It was highlighted, by the TDC Officer, that this contract includes a 'time to respond to issues' performance indicator and Members will also receive a satisfaction survey after 6 months on their views of the new service.

Members felt that it would be helpful at the start of the contract to have monthly reports, this could then change to quarterly. It was agreed that the Parking Manager would generate a suite of sample reports and members of the Local Committee could decide what information they would like to see at an informal meeting.

- 8) How will Members and resident be able to report issues online to Sevenoaks?

This has not yet been finalised, however work is being done with TDC IT to ensure that reporting is easy and clear for residents and Members. It is anticipated that a link will be provided on the Tandridge District Council webpage that will direct automatically to Sevenoaks DC parking reporting form.

- 9) Has the list of defected signage been provided by the current enforcement contractor?

The list of defected signs from the incumbent, has not yet been received but it is expected before the new contract starts, so the signs can be rectified so that tickets can be issued.

- 10) An update was requested on the meters in Caterham, it was asked when they can be expected and why has there been a delay?

The TDC Officer advised she appreciated the disappointment and frustration for residents and businesses that the meters will not be installed by the 1st April. The signs and meters are very specific, as offer free parking for a set period with no return, and there have been some technical issues on the signage and meters which have caused the delay. It is anticipated that the end of April/ May is more realistic timeframe for their installation.

- 11) It was asked if enforcement would be carried out on Saturdays?

Saturdays would be included however this would be at the detriment of a week day.

- 12) It was asked if the Parish Clerks could also receive the monthly information on enforcement carried out in their area?

It was advised that the reports could be generated in this way and available to clerks if they wished.

The Chairman thanked the Officers for attending and answering Members questions. On behalf of the Committee he was delighted that this was now moving forward and looked forward the start of the new contract in April.

**12/20 LOCAL COMMITTEE FORWARD PROGRAMME (FOR INFORMATION)  
[Item 12]**

Members of the Committee were invited to suggest additional topics for consideration at future committee meetings.

No suggestions were made.

**Resolution**

The Local Committee (Tandridge)

- (i) NOTED the forward plan.

Meeting ended at: 11.55 am

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**Chairman**

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## Open Forum questions

- 1) Stephen Hall from Nutfield Parish Council raised concerns over the condition of Fullers Wood Lane, Nutfield. Repairs had been carried out on the potholes but these have been washed out. In addition to this, the gully on the left before the hill, has not been cleared out for around two years, resulting in a 'lake' across the road.

The Area Highways Manager advised she would arrange for the Maintenance Engineer to attend this afternoon to assess the road and arrange for any necessary remedial works.

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