

DRAFT

Minutes of the meeting of the
Guildford LOCAL COMMITTEE
 held at 7.00 pm on 11 December 2013
 at Guildford Borough Council.

Surrey County Council Members:

- * Mr Mark Brett-Warburton (Chairman)
- * Mr W D Barker OBE (Vice-Chairman)
- * Mr Graham Ellwood
- Mr David Goodwin
- Mr George Johnson
- * Mrs Marsha Moseley
- * Mrs Pauline Searle
- * Mr Keith Taylor
- * Mrs Fiona White
- * Mr Keith Witham

Borough / District Members:

- Cllr Mark Chapman
- * Cllr Monika Juneja
- * Cllr Nigel Manning
- * Cllr Bob McShee
- * Cllr James Palmer
- * Cllr Tony Phillips
- * Cllr Caroline Reeves
- * Cllr Tony Rooth
- * Cllr David Wright
- * Cllr Stephen Mansbridge

* In attendance

32/13 CHAIRMAN'S ANNOUNCEMENTS [Item 1]

The Chairman announced that the meeting would be recorded for training purposes and that the recording would not be broadcast.

33/13 APOLOGIES FOR ABSENCE [Item 2]

Apologies for absence were received from County Councillors Mr David Goodwin and Mr George Johnson and Ward Councillor Mark Chapman.

34/13 DECLARATIONS OF INTEREST [Item 3]

No declarations of interest were received.

35/13 MINUTES OF PREVIOUS MEETING [Item 4]

ITEM 3

The minutes of the meeting held 18 September 2013 were confirmed as a true record.

36/13 PETITIONS [Item 5]

The committee received three petitions.

The first petition requested measures to reduce vehicle speeds on Glaziers Lane. A written response from the committee was tabled at the meeting and can be found at **Annexe 1** of these minutes. The meeting heard that though the local divisional member was pleased to utilise his Local Members Allowance in this instance he felt that additional funds may be required and requested that the matter be referred back to the committee's Transportation Task Group for further consideration. The meeting heard that a Vehicle Activated Sign (VAS) would be installed and the matter reviewed by Surrey Police and Highways officers thereafter.

The second petition requested measures to reduce vehicle speeds through Merrow Woods. This petition would lie with the committee and receive a response at the next formal meeting to be held 12 March 2014.

The third petition requested a 20mph speed limit in named streets in Onslow Village. This petition would lie with the committee and receive a response at the next formal meeting to be held 12 March 2014.

37/13 PETITION RESPONSE [Item 5a]

The committee agreed that that the recommendation to proceed with further consultation was the appropriate next step in addressing the matters raised in the petition.

The Local Committee (Guildford) agreed to:

- (i) Set aside a total of £5,000 from the 2013/14 budget to meet the cost of undertaking consultation with businesses in Walnut Tree Close to establish their views on any proposed closure.

Reason for decision

To enable the Local Committee to engage with residents and businesses on matters of local concern.

38/13 PUBLIC QUESTION TIME [Item 6]

Three formal written questions and one statement were received by the committee. The written responses from the committee can be found at **Annexe 1** of these minutes.

In follow up to the written answers Highways officers would check the toucan crossings in Burpham and find out which authority had responsibility for the grass splays entering Fairway, Merrow.

39/13 MEMBER QUESTION TIME [Item 7]

Two questions were received by Ward Councillor Bob McShee and the committee written response to those questions can be found at **Annexe 1** of these minutes.

Members recalled that the volume of traffic on the Egerton Road roundabout had been fully debated through the planning process prior to the new Park & Ride car park being built.

It was noted that all schools are currently experiencing difficulties with the volume of traffic generated by parents delivering and collecting children. It was suggested that there should be a strategic approach to tackling this matter.

40/13 GUILDFORD PARTNERSHIPS ANNUAL REPORT [Item 8]

A report providing an overview of the work of local partnerships, and in particular those partnerships that include a nominated member from the committee, is considered annually. The Community Partnerships and Committee Officer spoke to the report. The Guildford Borough Council Community Safety Officer and the Guildford Neighbourhood Inspector were in attendance.

The Neighbourhood Inspector would provide members with updated figures on drug related crime produced by the Safety Advisory Group.

The Safer Guildford Partnership was thanked for the support it had offered to residents of Haydon Place in Guildford. The Neighbourhood Inspector urged members to raise the matter of New Psychoactive Substances (NPS or 'legal highs') at the highest level in order to secure a change in legislation.

The meeting heard about the successful Junior Citizens programme run for two weeks during the summer of 2013 and engaging over 1,000 Guildford school children.

Members heard that overall there had been a decrease in domestic burglary and that public confidence in the Police remained high.

The Local Committee (Guildford) agreed to:

- (ii) continue to use the resources at its disposal to promote the development of stronger, more self-reliant communities in Guildford

Reasons for decision

Partnership and collaborative working is a good way to ensure best outcomes and value with regards to resources and funding. The Local Committee, and the local members in particular, have invested in many projects in priority communities and the support of members is highly valued.

41/13 GUILDFORD ON-STREET PARKING REVIEW - SCOPING REPORT FOR NON-CPZ REVIEW [Item 9]

The Guildford Borough Councillor Parking Services Manager spoke to the report. The report provided members with the proposed scope of on-street reviews outside of the Guildford Controlled Parking Zone for the coming year.

The Parking Team would be pleased to consider the comments of the Ashenden Residents Association with regard to the forthcoming on-street reviews. In addition, members requested that any review in Shalford should include the train station and that Parish Councils should be involved in any local consultation.

Overall the report was favourably received by the committee.

The Local Committee (Guildford) agreed:

- (i) Informal public consultation of parking controls in and around the following areas will be undertaken and the outcomes considered by the Parking Strategy and Implementation Manager in consultation with the Chairman and Vice-Chairman of the Local Committee and local ward and divisional councillors with any proposals arising presented back to the Local Committee for authority to formally advertise,
 - a. Burpham and Merrow shopping parades
 - b. Avondale Estate, Ash Vale
 - c. Effingham Junction
 - d. Fairlands Estate
 - e. Shalford
- (ii) That, subject to the approval of the proposed Woodbridge Hill improvement scheme, any resulting parking restrictions will be included in the scope of this review.
- (iii) That in respect of the Ad Hoc requests referred to in paragraph 2.24 and 2.26 of the committee report a preliminary desktop assessment is undertaken, and the findings reported to a future meeting of the Local Committee,
- (iv) To receive a report at a future meeting of the Committee seeking authority to formally advertise the changes necessary to accommodate formalised Disabled Bays and Vehicle Crossovers (CPZ or non CPZ),
- (v) That the proposals for the traffic regulation order for Chilworth is made with changes to parking restrictions as set out in **Annexe 1** of the committee report and that the controls implemented are funded from the Guildford on-street parking account.

Reasons for decisions

To assist with safety, access, traffic movements, increase the availability of space and its prioritisation for various user-groups in various localities, and to and make local improvements.

42/13 LOCAL SUSTAINABLE TRANSPORT FUND UPDATE [Item 10]

The Local Sustainable Transport Fund was secured by Surrey County Council from the Department for Transport to encourage local sustainable approaches to transportation. The committee received a general update on schemes and initiatives to date. The Transport Projects Team Manager and the Travel Smart Engagement Team Manager spoke to the report.

The committee heard that there would be a promotional programme roll out to encourage the use of the Park & Ride services and in particular the new Onslow service. The Urban Traffic Control (UTC) system work in Guildford was complementary of any future work around the town centre including any future bids to the Local Transport Body (LTB). Research would be undertaken in partnership with the Highways Agency to determine how many users of the Park& Ride services were arriving via the A3 in order to put in place appropriate signage.

It was explained there was presently nine different styles of pedestrian navigation signage in Guildford town centre. The committee agreed that these be removed in favour of a single style Wayfinder mapping programme. The new programme had been subject to local user testing and could function interactively with mobile phones.

The Stoke Community Day was held on 23 November and not the 9th as mentioned in the committee report. Local members asked if the date could be bought forward next year so as to avoid clashes with festive events. Thanks were relayed to the Travel Smart team from the communities of Stoke, Stoughton and Westborough for holding successful Community Day events. It was suggested that Travel Smart could support school travel plans and cycle to school initiatives during the coming year.

The Local Committee (Guildford) agreed to:

- (iii) the design for the Wayfinder mapping programme

Reason for decision

The wayfinder mapping programme is consistent with the objectives of the LSTF and with best practice developed in the United Kingdom.

43/13 HIGHWAYS UPDATE [Item 11]

The report provided members with an update on progress for the current schemes and allocated budget for the current year. The Area Highways Manager spoke to the report.

The committee agreed the report and in particular noted that the county council would be encouraging Thames Water to undertake necessary works on Guildford High Street prior to work on the setts progressing. Members of

ITEM 3

the committee concurred that any utilities work on the High Street should be required to replace the setts to an existing standard.

The Local Committee (Guildford) agreed:

- (i) that £10,000 be allocated towards professional services to develop the High Street setts scheme, particularly refining the cost estimate.
- (iii) to the introduction of a 20mph speed limit to replace the 30mph limit in Shere village.

Reasons for decisions

Funding to progress preparation of the High Street setts schemes will assist in arriving at firm costing figure and the introduction of a lower speed limit in Shere village will form part of a safety scheme that incorporates traffic calming measures.

44/13 HIGHWAYS BUDGET 2014/15 [Item 12]

The Area Highways Manager submitted the proposed local committee Highways budget for the next financial year.

The committee heard that the county council would announce its budget for 2014/15 in the spring and that the budget proposal within the report would therefore not be finalised until the March 2014 committee.

The proposal for Wood Street would include Broad Street.

The Local Committee (Guildford) agreed:

- (i) The following budget allocations for 2014/15:-

New signs, bollards etc by Guildford team	£20,000
Community Gang for 48 weeks	£96,000
Jetter for 5 weeks	£25,000
Ad-hoc maintenance ordered by Guildford team	£10,000
Reserve funding for Lengthsman scheme	£25,000
Implement three ITS schemes currently in design	£290,000
'New' ITS schemes prioritised by TTG	£255,500
High Street setts project (reserved)	£100,000

- (ii) To authorise the Area Highways Manager, in consultation with the Chairman and Vice Chairman and locally affected members, to amend budgets throughout the year if required to ensure schemes are delivered in a timely manner and with any such amendments reported to committee in the Highways Update reports.

Reason for decisions

The committee was asked to agree 2014/15 allocations at this stage so that the design of schemes can start at the earliest opportunity, increasing confidence in delivery.

45/13 FORWARD PROGRAMME [Item 13]

The committee requested a report covering Adult Social Cares services be brought to a future meeting. In particular the report should cover the new Friends, Family and Community approach.

The committee requested another Forward Programme for its series of private meetings.

Meeting ended at: 9.18 pm

Chairman

This page is intentionally left blank