

**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT  
THE 3 MARCH 2014 MEETING**

Minutes of the meeting of the  
**REIGATE AND BANSTEAD LOCAL COMMITTEE**  
held at 2.00 pm on 2 December 2013  
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

**Surrey County Council Members:**

- \* Mrs Dorothy Ross-Tomlin (Chairman)
- Mrs Kay Hammond (Vice-Chairman)
- \* Mrs Natalie Bramhall
- \* Mr Jonathan Essex
- \* Mr Bob Gardner
- Mr Michael Gosling
- \* Dr Zully Grant-Duff
- \* Mr Ken Gulati
- \* Mr Nick Harrison
- Ms Barbara Thomson

**Reigate and Banstead Borough Council Members:**

- Cllr Victor Broad
- \* Cllr Adam De Save
- \* Cllr Julian Ellacott
- \* Cllr Ms Sarah Finch
- \* Cllr Norman Harris
- \* Cllr Roger Newstead
- \* Cllr Graham Norman
- Cllr David Powell
- Cllr John Stephenson
- \* Cllr Mrs Rachel Turner

\* In attendance

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**63/13 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]**

Apologies for absence were received from Mrs Kay Hammond, Mr Michael Gosling, Ms Barbara Thomson and Cllr John Stephenson.

Apologies for lateness were received from Mr Nick Harrison.

**64/13 MINUTES OF PREVIOUS MEETING (AGENDA ITEM ONLY) [Item 2]**

The minutes were agreed as a true and accurate record of the meeting.

**65/13 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]**

There were no declarations of interest.

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### **66/13 PETITIONS (AGENDA ITEM ONLY) [Item 4]**

One petition was received.

### **67/13 PETITION - 20MPH SPEED LIMIT - WOODMANSTERNE STREET/CARSHALTON ROAD [Item 4a]**

The Committee received a petition signed by 135 residents, requesting that the speed limit of that section of Woodmansterne Lane from the village sign to Carshalton Road be reduced from 30mph to 20mph, and that the speed limit of Carshalton Road from Woodmansterne Lane up to and including the pinch point be reduced from 30mph to 20mph.

The Committee **NOTED** the response of the Area Team Manager, attached to the minutes as **Appendix A**.

### **68/13 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]**

One formal public question was received. A response was tabled and is attached to the minutes as **Appendix B**.

[Cllr Patsy Shillinglaw asked a supplementary question. She was grateful that the roads surrounding Reigate School mentioned in her original question will be included in the next review, and wished to know when this was likely to be implemented. She also asked for a commitment from Surrey County Council that the headteacher of Reigate School will be supported to create an additional entrance and parking. A written response from the Parking Team Manager would be sought.]

### **69/13 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]**

One Member question was received from Cllr Roger Newstead. A response was tabled and is attached to the minutes as **Appendix C**.

[Cllr Newstead asked a supplementary question. He wished to know whether Surrey County Council was seeking a temporary alternative site, and if so, the progress made with this so far. He also wished to know what the space allocation would be when the works were complete. A written response from the Property Team would be sought; the divisional Member for Reigate, Dr Zully Grant-Duff, added that she also had serious concerns about Reigate Priory and emphasised that he was pursuing the matter actively with Cabinet colleagues.]

### **70/13 LOCAL COMMITTEE AND MEMBERS ALLOCATION FUNDING - UPDATE [FOR INFORMATION ONLY] [Item 7]**

#### **Resolution:**

The Committee **NOTED** the amounts that have been spent from the Members' Allocation (revenue) and Local Committee capital budgets, as set out in Annex 1 of the report submitted.

[The Chairman reminded Members that all funding must be committed by the end of February 2014.]

**71/13 HIGHWAYS FORWARD PROGRAMME 2014/15 - 2015/16 [EXECUTIVE FUNCTION] [Item 8]**

**Declarations of Interest:** None

**Officers attending:** Anita Guy, Senior Engineer, South East Area Team, Surrey Highways

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

**Member Discussion – key points:**

- Dr Zully Grant-Duff proposed amending recommendation (ix) with the effect of bringing forward the deadline for bids to the Highways Localism Initiative forward from the end of November 2014 to the end of October 2014, in order to enable the funding to revert to the relevant Member's Community Enhancement Fund one month earlier. This was seconded by Mr Jonathan Essex and agreed by the Committee.
- Discussion took place regarding speeding on Gatton Park Road, Reigate, and whether it would be possible to bring forward the implementation of safety measures which were currently scheduled for 2016. The Senior Engineer informed Members that there was flexibility to bring forward items in the Integrated Transport Schemes (ITS) programme if there were underspends elsewhere, with the agreement of the Local Committee Chairman and Vice-Chairman.

**Resolution:**

The Committee:

- (i) **NOTED** that it has been assumed that the Local Committee's devolved highways budget for capital, revenue and Community Enhancement works for 2014/15 remains the same as for 2013/14, at £780,210.
- (ii) **AUTHORISED** that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman be able to amend the programme should the devolved budget vary from this amount.
- (iii) **AGREED** that the capital improvement schemes allocation for Reigate and Banstead be used to progress the Integrated Transport Schemes programme set out in Annex 1 of the report submitted.
- (iv) **AUTHORISED** the Local Committee Chairman, Vice-Chairman and Area Team Manager, together with the relevant local divisional Member to progress any scheme from the Integrated Transport Schemes programme for the period 2014/15 to 2016/17, including consultation and statutory advertisement that may be required under the Road Traffic Regulation Act 1984, for completion of those schemes.
- (v) **AGREED** that where the Local Committee Chairman, Vice-Chairman, relevant local divisional Member and Area Team Manager agree that an Integrated Transport Scheme should not progress for any reason, a

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report be submitted to the next formal meeting of the Local Committee for resolution.

- (vi) **AGREED** that the capital maintenance schemes allocation for Reigate and Banstead be divided equitably between County Councillors to carry out Local Structural Repair, and that the schemes to be progressed be agreed by the Area Team Manager in consultation with the Local Committee Chairman, Vice-Chairman and local divisional Members, based on the roads identified in Annex 2 of the report submitted.
- (vii) **AUTHORISED** that the Area Team Manager, in consultation with the Local Committee Chairman, Vice-Chairman, be able to vire money between the capital improvement schemes (Integrated Transport Schemes) and capital maintenance (Local Structural Repairs) budgets for the period 2014/15 to 2015/17, if required.
- (viii) **AUTHORISED** that the Area Team Manager, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member, to use £100,000 of the revenue maintenance budget for 2014/15 as detailed in Table 2 of the report submitted.
- (ix) **AGREED** that £5,000 per County Councillor be allocated from the revenue maintenance budget for Highways Localism Initiative works, and that if this funding is not distributed by the end of October 2014, the monies revert to the relevant Member's Community Enhancement allocation.
- (x) **AGREED** that the remaining £134,110 of the revenue maintenance budget be used to fund a revenue maintenance gang in Reigate and Banstead and to carry out other minor works identified by the Area Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member.
- (xi) **AUTHORISED** that the Area Maintenance Engineer, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire the revenue maintenance budget between the identified work headings in Table 2 of the report submitted for period 2014/15 to 2016/17.
- (xii) **AGREED** that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division.
- (xiii) **AGREED** that Members should contact the Area Maintenance Engineer to discuss their specific requirements with regard to their Community Enhancement allocation and arrange for the work activities to be managed by the Area Maintenance Engineer on their behalf.

### **72/13 HIGHWAYS SCHEMES UPDATE [FOR INFORMATION ONLY] [Item 9]**

#### **Resolution:**

The Committee **NOTED** the contents of the report for information.

**73/13 REDHILL BALANCED NETWORK UPDATE AND STATION ROAD (EASTERN END) CONSULTATION [EXECUTIVE FUNCTION] [Item 10]**

**Declarations of Interest:** None

**Officers attending:** Narendra Mistry, Principal Design Engineer, Surrey Highways and Yvonne Shaw, Senior Regeneration Officer, Reigate and Banstead Borough Council

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

**Member Discussion – key points:**

- Discussion took place regarding Marketfield Way as a location for the disabled parking bays. Whilst Members were in broad agreement with this, it was felt that promotion of the new location was required. Concerns were also raised regarding the number of people with disabilities taking part in the consultation. The Borough Council's Redhill Regeneration Officer reported that she had visited Redhill Hub to explain the consultation, offer a meeting and seek support on spreading information on the consultation to disability groups. Very few objections to the proposed location had been returned to her.
- Concerns were raised regarding co-ordination of works, and the need to ensure that safeguards were in place to prevent the new paving being removed to enable other works to take place. The Principal Design Engineer reported that Section 58 notices were in place to ensure that works cannot take place within a year (except in the event of an emergency). It was also noted that the Redhill Station redevelopment was due to commence in January 2014. The Borough Council's Redhill Regeneration Officer added that discussions were taking place with the developers of all sites adjacent to the balanced network scheme in order to knit together designs, taking into account different delivery timescales.

**Resolution:**

The Committee **AGREED** to:

- (i) **NOTE** the feedback from the consultation and the need for further discussions with Solum Regeneration (developer of Redhill railway station).
- (ii) **DELEGATE** the decision on the layout and material usage to the Area Team Manager in consultation with the Chairman of the Local Committee, Member Task Group and Project Manager and to report the findings to the next available Local Committee.

**74/13 LOCAL SUSTAINABLE TRANSPORT FUND - TRAVEL SMART - WAYFINDER SIGNAGE [EXECUTIVE FUNCTION] [Item 11]**

**Declarations of Interest:** None

**Officers attending:** Marc Woodall, Travel SMART Engagement Team Manager

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

**Member Discussion – key points:**

- Members wished to know how the map would be kept up to date, given the proposed changes in Redhill town centre. The officer informed the Committee that only significant changes in the town would require the map to be updated, and that any shops marked on the map were for wayfinding purposes only, rather than advertising. For example, Sainsbury's is a key landmark in the town centre. The officer reported that he was working with colleagues in Transport Development Planning to ensure that Section 106 funds from the new developments in Redhill are used to fund updates to the maps.
- A question was asked regarding the maintenance of the maps. The officer explained that there two types of maintenance: regular cleaning with a pressure washer, for which negotiations are ongoing with Reigate and Banstead Borough Council for this to be incorporated into the borough council's streetworks contract; and 'hard' maintenance such as repairs to damage which would be delivered by the contractor delivering the signage. A service level agreement would be entered into, with a 48 hour call out time. It was noted, however, that the signs will be "vandal proof", with foundations and hardened glass; they will be extremely robust.
- Members thanked the officer for his work and looked forward to seeing the proposals come to fruition.

**Resolution:**

The Committee **AGREED:**

- (i) The final designs, sign locations and map base for the wayfinder signage programme.
- (ii) For the programme to proceed to installation in 2014, subject to final Local Sustainable Transport Task Group sign off of costs.

**75/13 SURREY TRADING STANDARDS WORK IN REIGATE AND BANSTEAD DURING 2013 [FOR INFORMATION ONLY] [Item 12]**

**Declarations of Interest:** None

**Officers attending:** David Bullen, Senior Trading Standards Officer

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

**Member Discussion – key points:**

- Members wished to know if there was a “Buy with Confidence” logo. The officer informed Members that there was, and traders subscribing to the scheme were entitled to display this on their vans, advertising and other paperwork. There is also a “Buy with Confidence” directory of members, and a website.
- Noting that Raven Housing Trust had distributed 1,000 No Cold Calling sticker packs to its residents, Members wished to know whether other social landlords had received the packs. The officer undertook to find out this information. He requested that any suggestions for other suitable organisations that may be able to distribute the packs should be sent to Trading Standards. The Chairman suggested that the Live at Home Schemes in Redhill and Horley would be suitable organisations; the officer reported that the Redhill scheme had received packs and would check with regards to Horley.
- Members commended the service on their work in protecting vulnerable and older people, and for their communications, particularly the weekly email bulleting which was extremely useful and valued by residents.
- A question was asked regarding the recovery of money from rogue traders. The officer informed Members that it was easier to protect money which had not been paid in the first place. Options for recovering funds included the Small Claims Court; however, this could be a costly and difficult process, and there was no guarantee that the money would be recovered. If Trading Standards achieve a successful prosecution, victims can apply for compensation via the courts. Victims can also apply for compensation via the Proceeds of Crime Act in the event of a prosecution.

**Resolution:**

The Committee **NOTED** the report for information.

**76/13 CABINET FORWARD PLAN [FOR INFORMATION ONLY] [Item 13]****Resolution:**

The Committee **NOTED** the report for information.

[The Chairman informed Members that she would be writing to Mrs Linda Kemeny, the Cabinet Member for Schools and Learning, to thank her and her team for their hard work in meeting the timescales to deliver additional school places in the borough.]

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**77/13 LOCAL COMMITTEE FORWARD PLAN [FOR INFORMATION ONLY]  
[Item 14]**

**Resolution:**

The Committee:

- (i) **NOTED** the report for information.
- (ii) **AGREED** the meeting dates for 2014-15 as set out in the report submitted.

Meeting ended at: 3.22 pm

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**Chairman**