

**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT  
THE 7 MARCH 2014 MEETING**

Minutes of the meeting of the  
**Tandridge Local Committee**  
held at 10.15 am on 13 December 2013  
at Tandridge District Council Offices, Station Road East, Oxted, Surrey,  
RH8 0BT.

**Surrey County Council Members:**

- Mr Michael Sydney (Chairman)
- \* Mr Nick Skellett CBE (Vice-Chairman, in the Chair)
- \* Mr David Hodge
- \* Mrs Sally Ann B Marks
- \* Mr John Orrick
- \* Mrs Helena Windsor

\* In attendance

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**31/13 APOLOGIES FOR ABSENCE [Item 1]**

Apologies were received from Mr Michael Sydney (Chairman). Mr Nick Skellett chaired the meeting.

**32/13 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes were agreed as an accurate record of the meeting.

[It was noted that correspondence received by the Committee from Mrs Margaret Duignan was appended to the minutes as requested by Members.]

**33/13 DECLARATIONS OF INTEREST [Item 3]**

None received.

**34/13 PETITIONS [Item 4]**

None received.

**35/13 FORMAL PUBLIC QUESTIONS [Item 5]**

Two formal public questions were received. Written responses are attached to the minutes as **Appendix A**.

Mrs Lucy Stuart Lee requested a single yellow line to be painted outside her property (12 Detillens Lane).

Mr Simon Bold, on behalf of Whyteleafe Village Council and in conjunction with local residents, asked whether the Local Committee would be willing to

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commission a feasibility study into the creation of a one-way system up Station Road and down Station Approach, Whyteleafe.

### **36/13 MEMBERS QUESTIONS [Item 6]**

Two formal Member questions were received. Written responses are attached to the minutes as **Appendix B**.

Mr Nick Skellett requested an update on Grants Bridge Lane, Oxted.

Mrs Sally Marks requested an update on the alleged footpath between Nethern Court Road and Southfields Road, Woldingham.

[Mrs Marks asked a supplementary question; she wished to know what could be done in future to speed up requests such as this, and when there will be a further update. The question has been sent to the relevant officer for a response.

Mr Skellett asked an additional question on behalf of Tandridge Parish Council regarding the possibility of including Tandridge Lane (south of Crowhurst Lane End) as a Priority One Gritting Route. The question has been sent to the relevant officer for a response.]

### **37/13 MEMBERS ALLOCATIONS SUMMARY [FOR INFORMATION ONLY] [Item 7]**

**Declarations of Interest:** None

**Officers attending:** Sandra Brown, Community Partnerships Team Leader (East)

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

**Member Discussion – key points:**

- Members were reminded that all proposals must be received by February 2014 so that the Community Partnerships team can process them in a timely manner.
- Members expressed reservations regarding the Home to School Transport consultation proposal supported by Mr Michael Sydney as they did not feel that it was in keeping with the spirit of Member Allocations. The Community Partnerships Team Leader reported that consultations with officers regarding this project were still ongoing.
- Members discussed projects they were supporting with their Member Allocations.
- Members thanked the Community Partnerships Team for the improvements and speed of processing of bids.

**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.

**38/13 TANDRIDGE ON STREET PARKING REVIEW 2013/14 [EXECUTIVE FUNCTION] [Item 8]**

**Declarations of Interest:** None

**Officers attending:** David Curl, Parking Strategy and Implementation Team Manager, and Adrian Harris, Assistant Engineer

**Petitions, Public Questions, Statements:**

Questions in relation to the On Street Parking Review from the public audience were invited in this section:

- A question was received from a member of the public (Cllr Eithne Webster) on behalf of the residents association, residents of Cedar Court and four neighbouring homes, regarding Coulsdon Road, Caterham Hill.  
The residents suffer from displaced parking and the parking review suggests the removal of 3-4 parking bays here, which would make parking near their homes impossible, therefore the question asked was whether this could be removed from the review. The Parking Strategy and Implementation Team Manager responded that the item was initially added to the parking review as it was requested by these residents; however they agreed to remove the item which was supported by Mr John Orrick, Caterham Hill Division.
- A question was received from a member of the public (Cllr Chris D'Avray) on behalf of Lingfield Parish Council and residents regarding Station Road, Lingfield. Concerns were raised regarding the full years monitoring of side roads from Station Road however not of Station Road itself where the concern is that commuters will be using this road for parking. Cllr D'Avray asked for further restrictions, due to the poor use of existing car park spaces with a view that residents will then fill all spaces and those coming from outside of the County (for cheaper commuter fares) will be deterred. A request therefore has been made for Surrey County Council to write to Meteor in order to offer a reduction for season ticket holders to use the car parking spaces. Members agreed that the request would be shared with Mr Sydney to pursue and that more engagement with Network Rail was required.
- A question was received from a member of the public (Cllr Jill Caudle) on behalf of Caterham Valley Parish Council regarding Commonwealth Road:  
On Commonwealth Road, numbers 24 – 44 and the proposed removal of parking outside which was part of a previous parking review undertaken in 2010. They would like this removed from the parking review as they believe the visibility to be of no concern. On Commonwealth Road, numbers 58 – 68; would like removal of parking

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here instead were the road is narrower and visibility is poor. On Commonwealth Road, numbers 18 – 44 were also part of the 2010 parking review and it was previously decided that parking enforcement can control persons parking across dropped curbs therefore there is no need to now implement a double yellow line.

- A question was received from a member of the public (Cllr Simon Morrow) on behalf of Warlingham Parish Council regarding: Searchwood Road – he agreed with the double yellow lines however would like to complete the line on the left hand side of the road in order to avoid a corridor of cars parking on (in some places, non existent) verges. Limpsfield Road and Grenham Road, Warlingham – he would like to extend the yellow line just beyond church road and included on the other side of the road however members felt that there was no need for another yellow line to be added here. Searchwood Road, Warlingham – he believed that there were too many restrictions and a lack of parking availability here
- A question was received from a member of the public (Cllr Lindsey Dunbar, district councillor for Limpsfield) regarding Church Road, Limpsfield regarding the Days Garage which requires parking. Cllr Dunbar requested that the parking here be reviewed at a later date when the construction of buildings was completed. Members agreed that perhaps the addition of a passing place or shrinking of the line was required.
- A question was received from a member of the public (Cllr David Cooley) on behalf of Warlingham Parish Council regarding Limpsfield Road. Members suggested the addition of a time restriction here.
- A question was received from a member of the public (Mr David Oliver), resident of Dome Hill. He requested that the three bridleways were taken into account and extension of the yellow lines by approximately 6 parking spaces would remove the danger for horses.

### **Member Discussion – key points:**

- The Vice-Chairman informed the Local Committee that they could only make adjustments to locations mentioned in the report or locations highlighted in the meeting
- Members identified the following locations which they wanted added and/or to remain in the On Street Parking Review to be assessed and adjusted appropriately in the consultation. This was proposed by the Vice-Chairman and seconded by all Committee Members:
  - Town End, Caterham Hill – Remove bus stop restrictions (which are no longer used). These have currently only been removed from one side and would require a single yellow line to be added
  - Longmead Close (junction of Macauley Road), Caterham Hill – Public are parking too close to the junction
  - Oakley Road, Warlingham – Disagreed that the full road required restrictions; halfway is sufficient or perhaps the implementation of a time restriction

- Farleigh Road, Warlingham – Questioned the validity of the two no waiting restrictions
  - Limpsfield Road, Warlingham – Double yellow line has been painted illegally and needs to be removed. Requested the addition of a time restriction
  - Tithepit Shaw Lane, Warlingham – All day no parking restrictions was previously agreed to be extended until number 219 however it is currently only until number 215 so requires checking
  - Church Road, Warlingham – Suggested a shrink line or passing place
  - Church Road, Whyteleafe – Double yellow line only on one end. New parking restrictions do not appear to be adequate in particular at school times.
  - Commonwealth Road, Caterham Valley – Road is very narrow and problematic for cars, refuse trucks and emergency services therefore should be included in the parking review
  - Brassey Road, Oxted – Curfew does not extend far enough
  - Detillens Lane, Oxted – Re-assess the yellow lines here (as requested by Mrs Stuart Lee who submitted a public written question)
  - Snatts Hill, Oxted – At the top of the hill, lines and sight lines require review
  - Limpsfield High Street, Oxted – Needs to be re-assessed
  - Hurst Green Road, Oxted – instead of shortening the parking area, a passing area was suggested for inclusion
- A request was made that all future changes to any new parking arrangements in the Tandridge District should allow a period of seven days where no enforcement tickets should be issued after the implementation of a new parking arrangement. In place of an enforcement ticket during this period, a letter should be sent to the vehicle owner advising them of the new parking arrangements and the date from which they will begin to be enforced. This was proposed by Mr David Hodge and seconded by the Vice-Chairman.

Members also raised concerns (unrelated to the On Street Parking Review) regarding:

- HGVs using the A22 going north into the London Borough of Croydon. They requested that Croydon Council be lobbied to implement double yellow lines in order to deter card from parking and blocking the road as it also affects the bordering Tandridge District.
- White lines in the District damaged by weather required repair (including Gresham Road).
- Westall Road, Warlingham – Two no waiting signs have been vandalised and knocked off their posts.

**Resolution:**

The Committee **AGREED:**

- (i) The proposals in Annexes 1 to 7 to the report submitted.

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- (ii) That if necessary, adjustments can be made to the proposals agreed at the meeting by the Parking Team Manager in consultation with the Chairman, Vice-Chairman and local Member prior to statutory consultation.
- (iii) The intention of the County Council to make Traffic Regulation Orders 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 to the report submitted (and as subsequently modified by ii) is advertised and that if no objections are maintained, the Order is made.
- (iv) That 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) That if necessary the Parking Team Manager will report the objections back to the local committee for resolution.
- (vi) To allocate funding of £15,000 in 2014/15 to implement the parking amendments.
- (vii) That the locations identified during the Committee's debate\* be reassessed by the Parking Team Manager and adjusted as necessary in consultation with the Chairman, Vice-Chairman and relevant divisional Member(s).
- (viii) That all future changes to any new parking arrangements in the Tandridge district area should allow a period of seven days where no enforcement tickets should be issued. In place of an enforcement ticket during this period, a letter should be sent to the vehicle owner advising them of the new parking arrangements and the date from which they will begin to be enforced.

\*Town End (Caterham Hill); Longmead Close junction with Macauley Road (Caterham Hill); Coulsdon Road (Caterham Hill); Oakley Road (Warlingham); Farleigh Road (Warlingham); Limpsfield Road (Warlingham); Tithepit Shaw Lane (Warlingham); Church Road (Warlingham); Church Road, Whyteleafe (Caterham Valley); Commonwealth Road (Caterham Valley); Brassey Road (Oxted); Detillens Lane (Oxted); Snatts Hill (Oxted); Limpsfield High Street (Oxted); Hurst Green Road (Oxted)

### **39/13 TANDRIDGE FREIGHT REVIEW (FOR INFORMATION ONLY) [Item 9]**

**Declarations of Interest:** None

**Officers attending:** Peter Hitchings, Transport Policy Team Manager

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

**Member Discussion – key points:**

- Members agreed that much of the problems falls with SatNav errors and diversions from major roads however that much of the congestion also resulted from drivers with local knowledge using shortcuts, drivers ignoring HGV signs and was not necessarily solely from those diverting from the M25 as inferred in the report.
- Members agreed a reporting mechanism was required in order to report SatNav errors and asked the officer to circulate the link for reporting these.
- Members agreed the paper and maps required strengthening, as although all parishes had been consulted, not all had reported back with problems (in particular the North of the District which was not represented). The chair asked for the officer to report back to the Local Committee on the ongoing review in the next formal Local Committee in March 2014, when all parishes in the District will have been re-engaged with again.
- Members agreed to help in the engagement of parishes should the officer require it.

**Resolution:**

The Committee:

- (i) **NOTED** the progress of the Highways Agency's M25 and A23 projects and their potential to reduce HGV impacts on local roads.
- (ii) **NOTED** the proposed A22 and A25 route corridor improvements and their potential to reduce HGV impacts on local communities.
- (iii) **NOTED** the overall approach of the Tandridge Freight Review so far and the further development of local solutions identified through consultations with Parish Councils and local Members.
- (iv) **REQUESTED** that officers provide Parish Councils and local Members with a mechanism for reporting issues to Satnav companies.

**40/13 SUCCOMBS HILL & BUG HILL, WARLINGHAM WIDTH RESTRICTION ORDERS (EXECUTIVE DECISION) [Item 10]**

**Declarations of Interest:** None

**Officers attending:** Anita Guy, Senior Engineer and Philippa Gates, Assistant Engineer, South East Area Team, Surrey Highways

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

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### **Member Discussion – key points:**

- Mr David Hodge thanked the officers for their report and recommendations, which would be helpful going forward.

### **Resolution:**

The Committee **AGREED**:

- (i) To prohibit vehicles wider than 6'6" from using the roads shown in Annexes 1 and 2 to the report submitted, except for access;
- (ii) To authorise the advertisement of a notice in accordance with the Road Traffic Regulation Act 1984, the effect of which will be to prohibit vehicles wider than 6'6" from using the roads shown in Annexes 1 and 2 to the report submitted, except for access and subject to no objections being upheld, the Order be made; and
- (iii) To authorise delegation of authority to the Area Team Manager in consultation with the Local Committee Chairman and Vice-Chairman and the local Divisional Member to resolve any objections received in connection with the proposals.

## **41/13 HIGHWAYS SCHEMES UPDATE (FOR INFORMATION ONLY) [Item 11]**

### **Resolution:**

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

## **42/13 HIGHWAYS FORWARD PROGRAMME 2014/15 - 2015/16 (EXECUTIVE FUNCTION) [Item 12]**

**Declarations of Interest:** None

**Officers attending:** Anita Guy, Senior Engineer and Philippa Gates, Assistant Engineer, South East Area Team, Surrey Highways

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

### **Member Discussion – key points:**

- Members reported their concerns regarding the large cost of advertising changes and questioned the necessity of advertising in the local press. Mr Hodge responded that he had made representation to the Secretary of State to agree a deal with the newspapers for next year.

### **Resolution:**

The Committee:

- (ii) **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 £648,586.

- (iii) **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.
- (iv) **AGREED** that the capital improvement schemes allocation for Tandridge be used to progress the Integrated Transport Schemes programme set out in Annex 1 to the report submitted.
- (v) **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.
- (vi) **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 report be submitted to the next formal meeting of the Local Committee for resolution.
- (vii) **AGREED** that £120,000 of the capital maintenance schemes allocation for Tandridge be used to supplement the Integrated Transport Schemes budget to enable the delivery of the programme set out in Annex 1 to the report submitted.
- (viii) **AGREED** that the remaining capital maintenance schemes allocation for Tandridge 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.
- (ix) **AUTHORISED** that the Area Team Manager, in consultation with the Local Committee Chairman and Vice-Chairman, be able to vire money between the capital improvement schemes (ITS) and capital maintenance (LSR) budgets for the period 2014/15 to 2016/17, if required.
- (x) **AUTHORISED** the Area Maintenance Engineer, 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.
- (xi) **AGREED** that if the £5,000 per County Councillor allocated for Highways Localism Initiative works is not distributed by the end of November 2014, the monies revert to the relevant Member's Community Enhancement allocation.
- (xii) **AGREED** that the remaining £152,110 of the revenue maintenance budget be used to fund a revenue maintenance gang in Tandridge and to carry out other minor works identified by the Area

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Maintenance Engineer, in consultation with the Local Committee Chairman, Vice-Chairman and relevant local divisional Member.

- (xiii) **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, with the exception of the Localism Initiative funding, for the period 2014/15 to 2016/17.
- (xiv) **AGREED** that the Community Enhancement Funding is devolved to each County Councillor based on an equitable allocation of £5,000 per division.
- (xv) **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.

### **43/13 SURREY FAMILY SUPPORT PROGRAMME (FOR INFORMATION ONLY)** **[Item 13]**

[This item was taken before item 12 at the request of the Vice-Chairman.]

**Declarations of Interest:** None

**Officers attending:** Sean Rafferty, Head of Family Services and Duane Kirkland, Supporting Families Team Leader

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

**Member Discussion – key points:**

- The Head of Family Services explained to members that 6 teams were in place across the county bringing local agencies together to work in a coordinated way with families with multiple needs. Families get 12 weeks (or more if required) of intensive support, in order to link them into services they are entitled to and to agree a single multi-agency family support plan. Each family then gets a team around them of Family support from a range of agencies for up to 12 months.
- The Department for Communities and Local Government (DCLG) has stated that Surrey is currently the leading county in this initiative. Whilst the team is happy with this feedback they will be better able to confirm successes after a period of 12 months. Key to this will be whether the changes the families make are sustainable.
- Tandridge is part of a Tri-Borough partnership with Mole Valley and Reigate and Banstead. The Service was extended to Tandridge in October so it is still very early days for Tandridge residents.
- Tandridge has currently five referrals (four of which are active) however it is too early to share results, although the signs are positive.

- Members raised concerns regarding whether the programme was sustainable and asked for an update in 12 months time along with a more relevant case study or scenario highlighting what progress had been made.
- Members raised concerns regarding the number of low referrals however the officers clarified the referral processes and continued that they would welcome any suggested partners from members to approach regarding the scheme.
- The officers explained to the committee that the target for Surrey was 1050 families to be turned around by May 2015 with an indicative target for Tandridge of 48 families. Local criteria have been added to the Government's criteria for the national programme in order to make a better fit with Surrey families. (For example, in relation to being unemployed). It is hoped that the programme will be extended further in 2014 as part of Surrey's participation in the Government's Transforming Public Services Network. If this is the case the local criteria will be extended further to offer support to a wider number of families.  
Officers generally found that the families were keen to participate in the programme and only 30 (out of over 350 currently approached) have turned it down; however these families will be approached once more.
- Members stated concerns regarding the diversion of resources from the non consenting families (who would likely be the most problematic) to those who have consented, thus leaving them more vulnerable. Officers responded that there had been no evidence of this thus far and that all families would be given the opportunity to change their minds to enter the programme.  
The most difficult families would never be ignored, particularly as they will always already be in the system and dealt with through a legal framework, such as through the courts. To work, it is important that the families have the desire to change.
- Members praised the work of the programme and the teams involved and Mr David Hodge expressed his gratitude and congratulations to the team as Louise Casey, Director General of the Government's Troubled Families Unit, had written to him personally to inform him of Surrey being the leader in this field.
- Members asked how they could support the programme and as a result agreed to keep the programme at the top of their agendas

**Resolution:**

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

Meeting ended at: 12.35 pm

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**Chairman**

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