

**THESE MINUTES REMAIN DRAFT UNTIL FORMALLY APPROVED AT
THE 4 MARCH 2013 MEETING**

Minutes of the meeting of the
Reigate AND BANSTEAD LOCAL COMMITTEE
held at 2.00 pm on 3 December 2012
at Reigate Town Hall, Castlefield Road, Reigate, Surrey RH2 0SH.

Surrey County Council Members:

- * Dr Zully Grant-Duff (Chairman)
- * Mrs Frances King (Vice-Chairman)
- * Mrs Angela Fraser
- * Mr Michael Gosling
- * Dr Lynne Hack
- * Mrs Kay Hammond
- * Mr Nick Harrison
- * Mr Peter Lambell
- * Mrs Dorothy Ross-Tomlin

Reigate and Banstead Borough Council Members:

- * Borough Councillor Mrs Natalie Bramhall
- * Borough Councillor Mark Brunt
- * Borough Councillor Keith Foreman
- * Borough Councillor Mrs Rita Renton
- * Borough Councillor Jonathan Essex
- * Borough Councillor Norman Harris
- * Borough Councillor Graham Knight
- * Borough Councillor David Powell
- * Borough Councillor Sam Walsh

* In attendance

55/12 APOLOGIES FOR ABSENCE (AGENDA ITEM ONLY) [Item 1]

Apologies for absence were received from Mrs Frances King, Mrs Kay Hammond, Cllr Mark Brunt and Cllr David Powell. There were no substitutions.

56/12 MINUTES OF PREVIOUS MEETING - 17 SEPTEMBER 2012 (AGENDA ITEM ONLY) [Item 2]

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

57/12 DECLARATIONS OF INTEREST (AGENDA ITEM ONLY) [Item 3]

There were no declarations of interest.

58/12 PETITIONS (AGENDA ITEM ONLY) [Item 4]

None received.

59/12 FORMAL PUBLIC QUESTIONS (AGENDA ITEM ONLY) [Item 5]

One public question was received from Cllr Christopher Whinney, on the subject of the maintenance of Reigate Priory. The question and response were tabled, and are attached to the minutes as **Appendix A**.

Cllr Whinney asked a supplementary question, asking when Surrey County Council would be providing the annual report on the maintenance of Reigate Priory, which he understood was one of the terms of the lease agreement with Reigate and Banstead Borough Council. The Chairman indicated a written response will be provided.

60/12 FORMAL MEMBER QUESTIONS (AGENDA ITEM ONLY) [Item 6]

None received.

61/12 MEMBER ALLOCATIONS FUNDING (EXECUTIVE FUNCTION) [Item 7]

The Community Partnerships Team Leader (East) presented the report.

The Committee:

- (i) **AGREED** the items presented for funding from the Local Committee's 2012/13 revenue budget, as set out in section 2 of the report submitted and summarised below:
 - Wheels for Us in a Bus - £3,000
 - Reigate and Banstead Winter Night Shelter - £2,500
- (ii) **AGREED** the item presented for funding from the Local Committee's 2012/13 revenue budget, as set out in section 2 of the report submitted and summarised below:
 - Pathfinder Scout Group: Renovations to Scout Hall in Salfords - £22,600
- (iii) **NOTED** the expenditure previously approved by the Community Partnerships Manager and the Community Partnerships Team Leader under delegated authority, as set out in section 3 of the report submitted.
- (iv) **NOTED** any returned funding and/or adjustments, as set out within the report submitted and also in the financial statement at Appendix 1 of the report submitted.

62/12 APPROVAL OF SMALL GRANTS BIDS (EXECUTIVE FUNCTION) [Item 8]

The Contract Performance Officer presented the report.

An additional bid was tabled and is attached to the minutes as **Appendix B**.

The Committee:

- (i) **APPROVED** the following bids for funding:

- Redhill Youth Consortium – Redhill Youth Club - £5,000
- Raven Housing Trust – Merstham Youth Clubs – Residential - £2,009*
- Studio ADHD Centre – Fishing Project - £2,176
- 1st Walton on the Hill Scouts – the purchase of new tentage and portable stoves - £1,714.75
- Reigate & Banstead Duke of Edinburgh Award Forum Group - £500**
- Surrey Young Farmers – core supportive activities 2012 - £425
- Tadworth Cricket Club – Support towards costs of coaching - £750

*approved on the condition that activities take place at one of Surrey Outdoor Learning and Development's venues.

**reduced amount as Members wished to see the funding spent directly on the purchase of books for young people participating in the scheme.

(ii) **REFUSED** the following bid:

- ReigateHub Limited – CodeClub – £5,000

[Reason: concerns were raised regarding the fact that the organisation was not yet established and lacked a base.]

(iii) **DEFERRED** the following bid to the next meeting:

- 7th Banstead Scout Group – New Scout Van - £1,000

[Reason: to enable further bids to be received prior to a decision on a final award to this group.]

63/12 LOCAL PREVENTION COMMISSIONING 2012/13 (EXECUTIVE FUNCTION) [Item 9]

The Contract Performance Officer presented the report.

During discussion by the Committee, the following key points were raised:

- Members were satisfied that the performance of the Surrey Youth Consortium had improved significantly since the previous meeting of the Committee. It was felt that the previous refusal to extend the contract had sent a message that had been responded to, and therefore Option 3 (extension of the current contract by 5 months) was preferred.
- Members wished to know what the next steps would be. The Contract Performance Officer explained that the provider would continue work under the current contract until 31 August 2013. Alongside this, a procurement exercise would take place for a new contract to begin on 1 September 2013. The new contract would be for 2 years.

The Committee **AGREED** to adopt Option 3 as set out in the report submitted.

64/12 BOROUGH WIDE REVIEW OF ON-STREET PARKING (EXECUTIVE FUNCTION) [Item 10]

The Parking Strategy and Implementation Team Manager presented the report.

An addendum was tabled and is attached to the minutes as **Appendix C**.

During discussion by the Committee, the following key points were raised:

- Members raised a number of locations around the borough which they considered to require additional measures. These were noted by the Parking Strategy and Implementation Team Manager for further investigation, and he agreed to respond on these points and include them where necessary prior to finalising the statutory consultation.
- It was noted that all Members would be able to comment further on the proposals after the meeting, but the deadline for these was the end of December. Changes could then be made if necessary prior to the statutory consultation period. Finalised plans would be re-circulated to Members prior to the statutory consultation. After this, the comments and objections would be reported back for consideration.

The Committee **AGREED**:

- (i) The proposed amendments to on-street parking restrictions in Reigate and Banstead, as set out in Annexes 1 and 2 to the report submitted.
- (ii) That the Parking Team Manager, in consultation with the Chairman, Vice-Chairman and local Member, make any necessary adjustments to the proposals and agree detail, based on informal consultation, prior to statutory consultation.
- (iii) That the intention of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 to impose the waiting and on-street parking restrictions in Reigate and Banstead, as shown in the annexes to the report submitted (and as subsequently modified by (ii)), are advertised, and that if no objections are maintained, the Order be made.
- (iv) That the Parking Team Manager will report the objections back to the Local Committee for resolution.
- (v) To allocated funding of £20,000 in 2012/14 to implement the parking amendments.
- (vi) That bus stop clearways be marked at the existing stops in Chetwode Road, Tadworth, and Fir Tree Road junction with Nork Way, as described in the report submitted.

**65/12 HIGHWAYS SCHEMES PROGRESS REPORT (INFORMATION ITEM)
[Item 11]**

[This item was taken after Item 13 on the agenda.]

The Area Highways Manager presented the report.

During discussion by the Committee, the following key points were raised:

- A request was made for the junction of Tadworth Street and the A217 to be widened using Section 106 funding, in order to reduce the waiting time at the traffic lights. The Area Highways Manager agreed to add this to the list of externally funded schemes.
- Concerns were raised regarding ongoing work at Honeycrook Lane, Salfords. The Area Highways Manager would look into the issues around this.
- Issues in the Banstead East division, including Woodmansterne Lane, Croydon Lane, and White Hill were raised. The Area Highways Manager agreed to ascertain the start dates for works on Woodmansterne Lane and White Hill.
- Concerns were raised regarding the proposed footway scheme at The Drive, Banstead, and the fact that microslabs could not be used due to trees. The Area Highways Manager would look into this and provide feedback.
- Feedback was requested regarding Epsom Lane North and Yew Tree Road, Banstead.
- Concerns were raised regarding the condition of Waterlow Road, Reigate. It was noted that works were imminent and the road was due to be closed for resurfacing.
- Issues regarding blocked drains in The Cutting, Earlswood, and the condition of Philanthropic Road, Redhill; Holly Lane, Banstead; Netherne Lane, Hooley and Woodplace Lane, Hooley were also noted. Flooding at the junction of Bolters Lane and Garners Lane, Banstead was felt to be particularly hazardous.
- Members thanked the Area Highways Manager for progress during the last financial year and the noticeable improvements in service.

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

66/12 REDHILL BALANCED NETWORK (EXECUTIVE FUNCTION) [Item 12]

The Transport Policy Team Manager and Local Sustainable Transport Fund (LSTF) Project Manager presented the report.

The Transport Policy Team Manager explained an amendment to the recommendation contained in the report submitted. The Committee were

asked to extend their support for a joint bid to the Growing Places Fund to include the Coast to Capital Transport Fund Body or other funding opportunities that may arise. The reason for this was to enable officers to secure the most advantageous funding sources available.

Revised costings were tabled and are attached to the minutes as **Appendix D**.

During discussion by the Committee, the following key points were raised:

- Members wished to know why the proposed public realm changes focused on the most expensive option available. The LSTF Project Manager replied that this was the worst-case scenario.
- Clarification was sought as to the meaning of “statutory undertakings”. Officers informed Members that this referred to the diversion of gas, electricity and water plant. All costs had been taken into account.
- A suggestion was made that the unstaffed public exhibition remain in the Harlequin Theatre during the busy pantomime season. Officers responded that it was not possible to leave the exhibition in place due to a lack of space at that time.
- Members welcomed the news that the response from the public so far had been good. It was suggested that further publicity be given to the fact that the consultation is open until 4 January 2013, in case people had overlooked it in the build up to Christmas. This point was noted by officers.

The Committee **AGREED**:

- (i) To support a joint bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund by Surrey County Council and Reigate and Banstead Borough Council, or other funding opportunities that may arise.
- (ii) To delegate authority to the Chairman, Vice-Chairman and Divisional Member for agreement to proceed towards submitting a bid to the Growing Places Fund, and/or Coast to Capital Transport Body Fund, or other funding opportunities that may arise, following the public consultation.

[Mr Peter Lambell, Cllr Norman Harris and Cllr Graham Knight left the meeting at 3.50pm]

67/12 TRAVEL SMART LOCAL SUSTAINABLE TRANSPORT FUND (LARGE BID) DELEGATION OF BUSINESS TRAVEL FORUM DECISIONS (EXECUTIVE FUNCTION) [Item 13]

The Travel SMART Delivery Manager presented the report.

The Chairman proposed an amendment to the recommendation contained in the report submitted to enable consultation with the Local Sustainable

Transport Fund Task Group. This was seconded by Mr Michael Gosling and carried.

The Committee **AGREED** to delegate authority to the Chairman and Vice-Chairman of the Local Committee, in consultation with the Local Sustainable Transport Fund Task Group, to determine the proposals from the forums for implementation this financial year (2012/13) only.

[Reason: to enable consultation with the Local Sustainable Transport Fund Task Group.]

68/12 TRADING STANDARDS UPDATE REPORT (INFORMATION ITEM) [Item 14]

The Business Advice and Compliance Supervisor, Surrey Trading Standards, presented the report.

During discussion by the Committee, the following key points were raised:

- Members wished to know if a list of rogue traders operating in the area was available. The officer informed the Committee that whilst there was no definitive list, the service worked to publicise and raise awareness of the tactics used by rogue traders.
- The weekly update emails from the service were felt to be very useful, and Members commended the service on these.
- Members wished to know how Pedlars' Licenses were issued and regulated. The officer reported that these were issued and regulated by the police.
- An offer was made to fund "No Cold Calling" sticker packs via Member Allocations. The officer thanked the Member for their offer, but confirmed that funding was currently in place for the sticker packs.
- Concerns were raised regarding budget reductions to the service. The officer responded that the service was focusing on delivering a quality service. It was noted that ongoing business advice would be charged for in future, with the first hour of advice provided free of charge. There had been no noticeable reduction in the take-up of the service. The service also received income from its role as a Primary Authority for large companies based in the county.
- The service was thanked for its role in supporting the recent Alcohol Awareness Week events in Redhill and Reigate, and for its promotion of the Eat Out, Eat Well campaign.

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

[Mr Michael Gosling left the meeting at 4.40pm]

69/12 CABINET FORWARD PLAN [Item 15]

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

70/12 LOCAL COMMITTEE FORWARD PLAN [Item 16]

The Committee:

- (i) **NOTED** the report for information.
- (ii) **AGREED** the provisional meeting dates for 2013/14.

Meeting ended at: 4.45 pm

Chairman