

DRAFT

Minutes of the meeting of the
Tandridge LOCAL COMMITTEE
 held at 10.15 am on 3 March 2017
 at Tandridge District Council Offices, Station Road East, Oxted, Surrey, RH8
 0BT.

Surrey County Council Members:

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

District Members:

- * Mr Martin Fisher
- * Mr Chris Botten
- * Mr Pat Cannon
- * Mr Michael Cooper
- * Mr Rod Stead
- * Mrs Lesley Steeds

* In attendance

99/17 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Mr John Orrick.

The Chairman thanked the officers involved with the committee for their support over the past 4 years, and thanked members of the committee for their contributions. Mrs Marks seconded this. The Chairman was pleased that the District Councillors had rejoined the committee, and hoped that over the next council term the committee will continue to work for the best for local residents.

100/17 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes of the previous meeting on 9 December 2016 were agreed as an accurate record of the meeting and were signed by the Chairman.

101/17 DECLARATIONS OF INTEREST [Item 3]

None declared.

102/17 PETITIONS [Item 4]

No petitions received.

103/17 FORMAL PUBLIC QUESTIONS [Item 5]

4 public questions had been received. Responses to the questions are annexed to the minutes.

1) Reducing traffic speeds on Church Lane, Oxted, from Mr Geoff Knowles, Mr Chris Shirtcliffe and Mr Andrew Lotter

Mr Knowles and Mr Shirtcliffe attended the meeting. Mr Knowles spoke to the committee to express the residents' concerns. He explained that they had sent out a questionnaire to 167 households, and 90 responded. 95% of those who responded said that traffic speeds were a serious issue on this road. He asked if the Traffic Engineer had attended the site in drafting the response. The residents were disappointed with the response received, and felt that the data being used was out of date, and the response did not reflect that traffic speeds have increased. He said that the location of the previous speed survey did not reflect where the problems were arising. He suggested that a new speed survey should be undertaken at the entrance to Master Park, where there was good visibility. He asked whether the residents could see the data from the previous speed survey. Residents feel this is a dangerous situation. Residents would like to have a vehicle activated sign in place.

The Area Highway Manager agreed that the nature of traffic does change over time. She confirmed that a further speed survey would be conducted. Speed surveys are conducted in conjunction with Surrey Police, and therefore while she can put forward the suggested location, the Police may have reasons for locating the speed survey at a different point. The Area Highway Manager agreed to provide the residents with a summary of the previous speed survey.

Mr Martin Fisher, Leader of Tandridge District Council, and District Councillor for Oxted North and Tandridge, invited Mr Knowles, Mr Shirtcliffe and Mr Lotter to meet with him to look at the work the District Council is proposing regarding the roundabout on Church Lane, so that their suggestions could feed into the design.

2) Extending the 30mph speed limit on Kings Cross Lane, South Nutfield, from Mrs Liz Butler.

Mrs Liz Butler attended the meeting. Mrs Butler spoke to the committee about her concerns for safety on this stretch of road. She argued that the County Council should not wait for an accident before acting. The road is used by a growing number of vulnerable residents of Kings Lodge, who exit Nutfield Park on foot onto Kings Cross Lane where there is a blind bend and no pavement. Mrs Butler asked the council to consider extending the 30mph speed limit, or to look at a Vehicle Activated Sign (VAS) indicating 'slow-concealed entrance'.

The Area Highway Manager thanked Mrs Butler for bringing this issue to the Local Committee and confirmed that a speed survey is on the programme for 2017/18. She confirmed that these concerns are taken seriously, and personal injury data is just one factor that is looked at. A VAS can be considered once the speed survey results are known.

The Divisional Member for Godstone, Mrs Helena Windsor, confirmed that there has been an increase in the use of the cul de sac of Nutfield Park and an increase in the number of vulnerable users on this part of the road.

3) Parking at Welcomes Terrace, Whyteleafe, from Whyteleafe Village Council

No representative of the Village Council attended the meeting.

The Divisional Member for Caterham Valley, Mrs Sally Marks, suggested that a residents' parking scheme should be considered. The area in question is right on the border of Tandridge with Croydon, and a block of flats built by Croydon just to the north, without parking restrictions, as well as local businesses expanding nearby, has led to it becoming impossible for Welcomes Terrace residents to park. She asked for the Parking Manager to liaise with Croydon Council about the possibility for a cross-border solution.

4) Safety on Bluehouse Lane, Oxted, from Mr Gary Scrace

Mr Scrace was unable to attend the meeting. The Chairman confirmed that Highways would pursue the issues raised.

In response to a question on responsibility for landowners to maintain vegetation, the Area Highway Manager confirmed that the Local Highway Officer can visit addresses where there is a problem and ask that they cut trees back. The priority is where trees are causing an obstruction.

104/17 MEMBERS QUESTIONS [Item 6]

One written member question had been received. The response to the member question is annexed to the minutes, alongside two tabled papers provided to the committee at the meeting. Tabled papers were an updated list of streets to be affected by the part-night street lighting programme in Tandridge, and an explanatory summary sheet.

1) Part-night street lighting in Tandridge, from Mr Nick Skellett

The Chairman confirmed that the Surrey County Council officer due to attend on this item had had to send his apologies, due to illness. The Chairman noted that the response given was helpful, but given the absence of this officer, the Chairman proposed to arrange a meeting with him for the following week, to discuss the specific concerns of members.

The Chairman referred members to the tabled papers giving an updated list of roads, and noted that the County Council was open to the committee's suggestion for Parish Councils to contribute financially if they wished to do so, to keeping the lights on in their areas.

The Chairman noted reassurances given by officers about specific roads in Oxted where the lights will stay on all night, specifically Station Road East, East Hill and West Hill, and others where the lights switch off will be delayed to accommodate the arrival of the last trains, specifically East Hill Road, Station Road West and Station Approach.

Member discussion – key points:

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- Members asked to see the costings for Tandridge so that Parish Councils could explore this further.
- Members asked to be included in the meeting with the County Council officers managing the project
- The main concerns locally centre on accommodating the last night trains. Members asked that all stations are considered for later switch off, and whether other local considerations, such as a social club, could also be taken into account.
- Mrs Lesley Steeds, District Councillor for Dormansland and Felcourt asked to join officers on a site visit around Dormans Station.
- The Leader of Surrey County Council confirmed that officers will be mindful of local knowledge, and that Parish Councils' concerns will be listened to. The changes to street lighting will help the county council make necessary savings, and further savings will be needed over the coming months

Informal members' questions

Mrs Sally Marks, Divisional Member for Caterham Valley, raised concerns about illegal and dangerous parking by taxi drivers at Caterham Station. Her concerns were endorsed by Mr Rod Stead, District Councillor for Queens Park. The committee agreed to write to Tandridge District Council's Licensing Team about the issue, and to ask the County Council's Parking Strategy and Implementation Team Leader to arrange more parking enforcement there.

105/17 DECISION TRACKER (FOR INFORMATION) [Item 7]

Members noted the report.

106/17 MEMBERS ALLOCATIONS SUMMARY (FOR INFORMATION) [Item 8]

Officer attending: Sandra Brown, Community Partnerships Team Leader

The Community Partnerships Team Leader thanked members for getting their bids in on time, and noted that most, if not all the funding, had been spent. An updated spreadsheet detailing the final totals was circulated to County Councillors at the meeting, and is annexed to the minutes.

Member discussion – key points:

- County members offered their thanks to officers for their support and hard work processing the bids. The Chairman endorsed this.
- Members were disappointed that the funding is likely to reduce next financial year.
- Mr David Hodge, Leader of Surrey County Council, reminded members that with the County Council elections taking place in May, members should refrain from offering any future funding at this time when talking with local groups.
- Mr Pat Cannon, District Councillor for Chaldon, thanked Surrey County Council for this much needed local funding.
- Members asked that organisations are asked to better publicise the outcome of local funding received..

Resolution:**The Local Committee (Tandridge) resolved to note:**

(i) The Members' Allocation applications received and amounts spent, where indicated, as set out in **Annex 1** of the report.

Reasons:

The allocation of the Committee's budgets is intended to enhance the wellbeing of residents and make the best possible use of the funds. Greater transparency in the use of public funds is achieved with the publication of what Members' Allocation funding has been spent on.

107/17 HIGHWAYS FORWARD PROGRAMME 2017/18 AND 2018/19 UPDATE (EXECUTIVE FUNCTION FOR DECISION) [Item 9]

Officers attending: Zena Curry, Area Highway Manager, Anita Guy, Principal Highway Maintenance Engineer, Philippa Gates, Traffic Engineer

The Area Highway Manager introduced the report. There are considerable budget pressures, and therefore the capital budget for 2017/18 is not yet confirmed. This report asks the Local Committee to authorise delegation of authority to the Area Highway Manager, in consultation with the Local Committee Chairman and Vice-Chairman, to agree a revised programme if the budget is reduced. The Area Highway Manager has already met with the Chairman to agree the priorities – drainage, gully clearing, dangerous locations where vegetation is overgrown. The budgets will not be known until the next Local Committee meeting.

Resolution:**The Local Committee (Tandridge) resolved to agree to:**

- (i) Note the contents of the report; and
- (ii) Authorise delegation of authority to the Area Highway Manager, in consultation with the Local Committee Chairman and Vice-Chairman, to agree a revised programme of highway works for 2017/18 if there is a change in the Local Committee's devolved budget.

Reasons:

To enable delivery of the Local Committee's 2017/18 programme of highway works to commence without delay at the start of the financial year if there is a change in the devolved budget.

108/17 HIGHWAYS SCHEMES 2016/17 - END OF YEAR UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 10]

Officers attending: Zena Curry, Area Highway Manager, Anita Guy, Principal Highway Maintenance Engineer, Philippa Gates, Traffic Engineer

The Area Highway Manager introduced the report.

Member discussion – key points:

- Members offered their thanks to the Area Highway Manager and her team for all their work, and commended the results of the county's major road resurfacing project 'Horizon'. Surrey has twice the volume of traffic than any other county.
- The road markings on some zebra crossings in Oxted need repainting. The Principal Highway Maintenance Engineer confirmed that this will be completed during 2017/18, piloting a new, more durable material.
- The Chairman requested that if project Horizon continues, that the Local Committee retains 20% of the funding to allocate, so that there continues to be local input into this programme – this year the 20% enabled the Local Committee to improve Titsey Hill.
- Station Road East in Oxted will be repaired over the summer.
- Members noted a couple of failures, specifically Hornchurch Hill. While the contractor is responsible for the repair, it can take too long and cause disruption for local residents. The contractor should be tasked with repairing the error more quickly.

Resolution:

The Local Committee (Tandridge) resolved to:

- (i) Note the contents of the report.

Reasons:

To update the Local Committee on the progress of the highway works programme in Tandridge.

109/17 FLOOD RISK STRATEGY UPDATE (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 11]

Officer attending: Tor Peebles, Flood Risk Management Strategy and Partnerships Team Leader

The Flood Risk Management Strategy and Partnerships Team Leader introduced the report. The draft strategy is very different from the original strategy in 2014. It is shorter, and does not go into the local detail. Instead it sets out a number of objectives to work towards. The Local Committee is asked to note the strategy, and to support it as it goes to Surrey County Council's Cabinet at the end of March. The strategy is not about stopping future flooding, but about reducing the impact of it, and building up the community's resilience.

Following the Caterham flooding, there remain a small number of properties where authorities have not been able to secure access to clear underground watercourses. The officer reported that all Risk Management Authorities are at the table in Caterham, with residents, and are working together.

The Area Highway Manager drew members' attention to the District Council's policy for allocation Community Infrastructure Levy (CIL) funding, with flood alleviation schemes having high priority. The County Council's Asset

Management Strategy also makes drainage a high priority and this therefore attracts more funding.

Member discussion – key points:

- In response to a question about Objective 4, the officer clarified that the team are always looking to gather more data, and are looking to share this information across agencies.
- Members offered thanks to Tandridge Chief Executive Louise Round and her team for their leadership and support during the Caterham on the Hill flooding, as well as District Councillor Chris Botten and the Parish Council.
- When Somerset and Gloucestershire suffered flooding, they were permitted to introduce a 1% flood levy on their council tax, and yet a higher number of properties were flooded in Caterham than in either Somerset or Gloucestershire.
- A major issue is when Riparian owners do not maintain the ditches on their land. The officer responded that Flood Management Authorities are not able to require people to provide maintenance schedules, but that they are working on a publicity campaign to promote how all landowners with ditches and gullies have a responsibility and a role to play. There are 8000km of ditches across Surrey. A new leaflet is being prepared, and a lot of information is available online at 'Surrey Prepared'.
- Members acknowledged the traumatic effect of being flooded and said that everything possible has to be done to minimise it.
- The ability to report blocked drains online in a similar way to potholes, should be more widely promoted.
- The strategy needs to include a mechanism for reporting local knowledge.
- The strategy is succinct and to the point, and has embodied local experience within it.
- Objective 6 is welcome given the cumulative impact of small-scale developments.
- Members asked why Woldingham substation is located in the lowest point of the valley, and whether officers have had discussions with the utility companies about moving. The impact of flooding at this substation would be massive.
- Objective 2 is very important – capital release takes time and requires a lot of match funding, so maintenance is critical.
- Councillors should be told if there are residents in their division who are flooded.
- Mrs Lesley Steeds, District Councillor for Dormansland and Felcourt, asked if officers are liaising with Edenbridge on cross-boundary issues. The officer agreed to find out and come back to Mrs Steeds on this question.
- In response to a question on the new auditing process of the gully clearing contract, the Area Highway Manager confirmed that a new contractor has been selected and the new contract will be in place from April.

Resolution:

The Local Committee (Tandridge) resolved to:

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(i) Note and comment on the Local Flood Risk Management Strategy's approach which sets out a more holistic set of objectives to flood risk across the County

(ii) Support the Strategy as it goes to the Surrey County Council's Cabinet on the 28 March 2017.

Reasons:

The refreshed Local Flood Risk Management Strategy sets out a series of updates and changes to the Risk Management Authorities (RMAs) business as usual activities to reduce the impact of flooding in the County. The long term benefits will include improved maintenance of watercourses and drains, clearer targeting of high risk areas for investment and effective flood risk management through the planning process. The broad understanding of delivering these outputs and support for the strategy will ensure its successful delivery.

110/17 COMMUNITY SAFETY: REVIEW OF EAST SURREY COMMUNITY SAFETY PARTNERSHIP AND PRIORITIES FOR 2017/18 (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 12]

Officers attending: Gordon Falconer, Senior Manager – Community Safety, Louise Round, Chief Executive Officer, Tandridge District Council, Hilary New, Community Safety Manager, Tandridge District Council

The Chairman called a short break in the meeting ahead of this item. Mr Michael Sydney left the meeting at this point.

The Senior Manager – Community Safety introduced the report, which sets out the background to the East Surrey Community Safety Partnership, and its priorities, as well as the proposals for the use of the Local Committee's community safety funds. The Senior Manager – Community Safety acknowledged that there were some issues around securing a qualified youth worker for the project, and that officers were working with the Arc to try and resolve this. The Community Safety Manager, Tandridge District Council, confirmed the need for the project, though the venue was something that could change if necessary.

The Senior Manager – Community Safety outlined the priorities for the partnership going forwards, with a greater emphasis on less 'traditional' crimes such as burglary, and a greater focus for the partnership on rural crime, Prevent, modern slavery, serious organised crime and Child Sexual Exploitation. In addition, the main local partnership meetings, known as 'Community Incident Action Groups' (CIAG), are evolving to encompass a greater focus on supporting victims, as well as looking at perpetrators.

The Neighbourhood Inspector confirmed that Tandridge Police are focusing more on rural crime, and working to engage with local landowners on this.

Member discussion – key points:

- Some members expressed concerns about the suitability of the Arc as the venue, but others disagreed. The Chairman confirmed that the proposals have his full support.
- Whether members can be kept informed of CIAG discussions, without breaking the confidentiality of the meetings. The Chairman proposed that officers consider how best to share local issues. This was formally seconded by Mr Pat Cannon.
- Concerns around recent animal cruelty and vandalism crimes in the Lingfield and Smallfield areas. The Neighbourhood Inspector confirmed that this is being investigated.
- Concerns around a lack of communication with the Police in some rural areas, e.g. Outwood. The Neighbourhood Inspector agreed to look into this.

Resolution:**The Local Committee (Tandridge) resolved to note:**

- (i) The range of work the East Surrey CSP has been delivering since the last update report in December 2015.
- (ii) That a further report will be brought to the committee within 6 months on the results of the project at the Arc in Caterham.

Reasons:

To ensure that the Local Committee is aware of the priorities and work of the East Surrey CSP.

111/17 TRADING STANDARDS ANNUAL REPORT (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 13]

Officer attending: Charlotte Keene, Senior Trading Standards Officer

Mrs Sally Marks left the meeting during this item.

The officer introduced the report. She noted that Trading Standards have a number of 'Truecall' devices available for local residents. This device helps vulnerable people stay safe from phone-based scams. The team also have an officer working on intelligence relating to flytipping, and are encouraging joined-up intelligence sharing with the District Council.

Member discussion – key points:

- In response to a question about the Primary Authority Partnership (PAP), the officer confirmed this refers to local and national businesses that pay Surrey to provide comprehensive business advice and guidance on legislation. Through Primary Authority, local

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authorities are providing businesses with robust and reliable regulatory advice.

- Members asked that future recommendations are more proactive, reflecting that the service is proactive in seeking to prevent issues.
- Members felt the report did not fully reflect the achievements of the service, and would like more information in future about the number of successful prosecutions, and what has been achieved. Mr David Hodge proposed an additional recommendation to reflect this. Mr Nick Skellett, Chairman, formally seconded this proposal.
- In response to a question about the Rapid Action Team, the officer confirmed that there are 2 officers on duty each day (Monday to Friday), able to respond within a short space of time to incidences in Tandridge.

Resolution:

The Local Committee (Tandridge) resolved to note that Buckinghamshire and Surrey Trading Standards Service:

(i) Reacts to any local issues specifically drawn to Buckinghamshire and Surrey Trading Standards in respect of Tandridge consumer issues.

(ii) Responds to any Trading Standards and consumer issues highlighted by intelligence gathering and reporting. This routinely includes Tandridge local area in any project and routine undertakings including test purchasing and sampling as appropriate.

(iii) Responds to business enquiries and bespoke/chargeable requests from businesses based in Tandridge focusing on Small/Medium Enterprises (SME) and national businesses. Buckinghamshire and Surrey Trading Standards actively promotes membership to the Better Regulation Delivery Office Primary Authority Partnership scheme.

(iv) The following is for information. Please note the report content which is for information and not recommendation.

(v) Will summarise prosecutions, number of callouts and key achievements in the next annual reports to Surrey's Local Committees

Reasons:

To enable Local Committee scrutiny of the Trading Standards service.

112/17 SURREY FIRE AND RESCUE ANNUAL REPORT (SERVICE MONITORING AND ISSUES OF LOCAL CONCERN) [Item 14]

Officer: Stuart de Fraine Ford, Borough Commander, Surrey Fire and Rescue Service

The officer noted that the co-responding project had been very successful, and that there was largely a downwards trend regarding the fire statistics.

Member discussion – key points:

- Members asked that future reports that come to the Local Committee contain more recent and up to date data. Members felt the report did not fully reflect the service's substantial achievements, and the variety of the services provided, and asked that future reports contain the service's forward plan. Mr Nick Skellett proposed amendments to the report's recommendations to reflect this, and this was seconded by Mr Pat Cannon.
- In response to a question about future plans for local fire stations, Mr David Hodge, Leader of the County Council, referred members to recent guidelines issued by the Home Office which will require Fire and Rescue Services to collaborate further with the Police in future.
- In response to a question about road traffic collisions (RTC), and the proportion of the service's work these encompass, the officer noted that RTCs are reducing nationally, and that the service does undertake awareness work, visiting schools and scout groups.
- Members were concerned to note the high number of malicious false alarms. The officer noted that this related largely to one individual. This has since been addressed, and the rate has returned to a more typical level.

Resolution:**The Local Committee (Tandridge) resolved to :**

(i) Recognise the achievements of the District teams within Tandridge District and support their commitment to improve initiatives to reduce risk and make Tandridge District safer through the delivery of the District/station plan.

(ii) Note the targets and initiatives **that were** set within the Tandridge District plan for 2015/16 and support the Fire and Rescue Service in the delivery of this plan.

(iii) Support the achievements of the all personnel at Godstone, Lingfield and Oxted and acknowledge the availability offered by employers who release staff, and those who are self-employed.

(iv) Note that from 28th September 2015 to 31st March 2016 SFRS attended 285 co-responding incidents. These were detailed as Red 1 incidents, i.e. chest pains etc. This project won the 'Gold' Working Together Improvement and Efficiency Awards as well as being shortlisted for the Guardian Public Services Award.

(v) Express their appreciation for the work the service does in relation to Road Traffic Collisions.

Reasons:

To update the Local Committee (Tandridge) on the work carried out by Surrey Fire and Rescue Service teams within the District.

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Meeting ended at: 1.00 pm

Chairman