

**DRAFT**

Minutes of the meeting of the  
**Woking LOCAL COMMITTEE**  
 held at 6.00 pm on 26 June 2013  
 at Woking Borough Council Civic Offices, Gloucester Square, Woking GU21  
 6YL.

**Surrey County Council Members:**

- \* Mrs Liz Bowes (Chairman)
- \* Mr Ben Carasco
- \* Mr Will Forster
- \* Mrs Linda Kemeny
- \* Mr Saj Hussain
- \* Mr Colin Kemp
- \* Mr Richard Wilson

**Borough / District Members:**

- \* Cllr John Kingsbury (Vice-Chairman)
- \* Cllr Mazaffar Ali
- \* Cllr Ann-Marie Barker
- Cllr Tony Branagan
- \* Cllr Bryan Cross
- \* Cllr Derek McCrum
- \* Cllr Anne Murray

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

Cllr Tony Branagan gave apologies for absence.

**14/13 MINUTES OF PREVIOUS MEETING [Item 2]**

The minutes of the last meeting held on 6 March 2013 were agreed and signed.

**15/13 DECLARATIONS OF INTEREST [Item 3]**

There were no declarations of pecuniary interests.

**16/13 PETITIONS [Item 4]**

In accordance with Standing Order 68, Mr Resham Gauchan presented the following petition on behalf of local residents. The petition received 149 signatures.

## ITEM 2

Residents in Wakehurst Path, Sheerwater have experienced ongoing parking problems due to lack of access for vehicles and spaces available for parking in the street. Wakehurst Path has only a short access for car from one end and this does not reach the house. This means that residents of Wakehurst Path often have to park their car elsewhere and this has caused problems for the resident in the surrounding road as they are heavily parked. Cars left parked in the nearby Blackmore Crescent and Burnyard Road have suffered repeated vandalism. We call on the council to create a road on Wakehurst Path, using barriers at its middle point to prevent it being used for through traffic to solve these parking problems.

Mr Gauchan introduced the petition and explained local residents have had to deal with failed attempts of vehicles being stolen, vandalism of cars, inconsiderate parking of non-residents, difficulty for access by emergency vehicles and utilities and personal inconvenience, especially for disabled residents and visitors. The local residents are struggling to accept the situation and would like serious consideration to be given to the petition.

The Chairman invited Andrew Milne to comment. A full response would be brought to the next meeting of the Local Committee. It was noted that this is a controversial request as street scene would be altered, and officers have already received an objection letter to the petition.

The Chairman thanked the petitioner for coming.

### **17/13 WRITTEN PUBLIC QUESTIONS [Item 5]**

Three public questions were received and tabled. A copy of the questions and answers can be found in Annex 2 of these minutes. Supplementary questions and responses are set out below.

The Chairman agreed to take Member Question one with Public Question one as they were both questions on the proposed study on the A322 corridor.

**Question 1:** Both Mr Stubbs and Mr Forster were disappointed with the response. Mr Stubbs asked whether Woking Borough Council funding was an option, and Will asked if there was a date when the Cabinet would discuss the issue.

Cllr Kingsbury explained that he has discussed this with John Furey, Cabinet Member for Transport, Highways and Environment at Surrey County Council. In order to accelerate the study, the Borough Council have suggested that Woking could carry out the review with the support of Surrey County Council (SCC). SCC has a number of other priorities at the moment, and without the consent of the Cabinet Member the Borough is unable to proceed. A report will be brought to the next meeting if a resolution has been reached.

**Question 2:** On behalf of Mr Thomas, Mr Chapples asked whether there is an end date for the works. The Chairman advised that a response would be given in writing after the meeting.

### **18/13 WRITTEN MEMBERS QUESTIONS [Item 6]**

Three member questions were received and tabled. A copy of the questions and answers can be found in Annex 3 of these minutes. Supplementary questions and responses are recorded below.

**Question 2:** Will Forster asked to schedule a local committee item in six months time to look at whether Albion Square has been adopted as public highway, and any issues around it.

### **19/13 ANNUAL REPORT ON THE SAFER WOKING PARTNERSHIP [Item 7]**

Cllr Cross declared a non-pecuniary interest in this item due to the fact that he is the Woking Borough Council representative on the Police and Crime Panel.

Liz Bowes welcomed Camilla Edmiston, Community Safety Officer at Woking Borough Council and Neighbourhood Inspector for Woking, John Davies to the meeting. Camilla introduced the report.

#### **Public and Member Questions:**

The Chairman opened the meeting up so that both members of the public and members of the committee could ask questions on this item. Below is a summary of the main points made:

- Thanks were given to the local Police officers and partner agency staff who do an excellent job.
- Concerns were raised about anti social behaviour in Knaphill and the issues regarding licensing hours and advertising for alcohol. In response it was noted the antisocial behaviour issues are being addressed by Sergeant Lee and his team, and petitions can be submitted to the licensing committee regarding new/extended licences. Pressure needs to be put to Government on a change in the law.
- The strategic assessment did not highlight drugs as a big issue in Woking. However, local preventative work is done through the visits to primary schools by Surrey Life Education Centre, and any work locally preventative enforcement action necessary is carried out by the Police.
- Cross border issues are dealt with by all levels of the Police. In addition, the Community Safety Officers across the county regularly get together to discuss issues and often work together on a cluster basis.
- There has been a rise in burglary dwelling in the last month, but it is hoped that a recent arrest will have a positive effect on this trend. Preventative work is being carried out in those areas where there has been an issue.

The Chairman closed the debate to the members of the public so that the Committee could consider the recommendations. The decision regarding funding was made to facilitate timely decision making in relation to allocating funding to crime and disorder issues in Woking.

#### **RESOLVED**

The Local Committee agreed to:

## ITEM 2

- (i) Note the contents of the report and the progress made in 2012/13.
- (ii) Agree that the community safety budget of £3,226 delegated to the Local Committee be transferred to the Woking Community Safety Partnership and the Community Partnership Manager authorise its expenditure in accordance with the Local Committee's decision.

### **20/13 HIGHWAYS UPDATE [Item 8]**

Andrew Milne introduced the report which updated the committee on highways schemes within the borough. Regarding paragraph 2.3 Andrew explained that due to increased costs of the Albert Drive scheme, and the uncertainty of the area given the proposed Sheerwater regeneration, it was recommended to Members that the alternative scheme of Maybury Hill be progressed for the 13/14 ITS programme and to re-look at the Albert Drive scheme for 2014/15 when more detail on what the Sheerwater scheme will look like will be available. The Maybury Hill scheme would make use of developer deposits and could be delivered within the financial year.

#### **Member discussion:**

Members had mixed views on which scheme should be progressed for 13/14 given the recent development proposals and increase in costs. Issues raised included:

- The increase in costs of the Albert Drive scheme and affordability.
- Whether it would be possible to partly implement the Albert Drive scheme from the Bishop David Brown roundabout to Sheerwater Road.
- Request for more clarity over the vision for Sheerwater and what would be included.
- The impact of developer traffic on a new traffic calming scheme.
- Further information and consultation would be required for the Maybury Hill scheme.
- The impact of going with the Maybury Hill scheme on the rest of the 13/14 ITS programme.
- The knock on effect of the Sheerwater Link Road on traffic on Albert Drive.

The Committee therefore requested that a report on the 2013/14 ITS funded schemes be brought back to Committee in September for decision. This will enable members to fully consider the implications of progressing with the Albert Drive scheme, whether it is possible to partly implement it on the section of the road from the BDB roundabout to Sheerwater Road, and the other options available to members, including progressing with the alternative Maybury Hill scheme. Andrew explained bringing the item back for decision in September may have an impact on deliverability.

Other points raised on this report included:

- Lockfield Drive and Well Lane junction - white lines and poor signage. Andrew confirmed that others have raised concerns and the junction is currently under review.
- The lack of markings for the Sythwood shared use path was raised. Officers would look at this and respond to Cllr Cross outside the meeting.

Mrs Kemeny noted she has continued to receive reports from residents about speeding on Blackhorse Road and asked whether this could be reviewed again. Andrew explained that when this was last reviewed the accident history was looked at and a site visit with the Cabinet member was held. The view was that a decrease in speed limit from 40mph to 30mph was counter to SCC policy and could not be supported. If a further report was to be brought to committee, the officer recommendations would remain unchanged. The Chairman requested that a further report be brought back to a future meeting so the committee could look at the issue again.

### **RESOLVED**

The Local Committee agreed to note:

- i) The progress with the ITS highways and developer funded schemes with the exception of paragraph 2.3 which will come back to Committee in September 2013.
- ii) The progress with budget expenditure.
- iii) That a further Highways Update will be brought to the next meeting of this Committee.

### **21/13 OPERATION HORIZON - 5 YEAR MAINTENANCE PLAN [Item 9]**

Mark Borland and Jane Young introduced the report which set out the Operation Horizon Programme for Woking. Mark explained an officer amendment to recommendation (ii) which will enable changes to be made within the programme if any of the roads currently listed are affected by future development, which may be the case for Sheerwater. Members welcomed this addition.

#### **Public questions:**

There were no public questions on this report.

#### **Member discussion:**

The following comments/responses were given in response to member questions:

- Lockfield Drive will be resurfaced within the next 2 years.
- Engineers have looked at Horsell Moor, but there were other roads in the borough in more need.
- Members asked for feedback outside the meeting on the reasons why particular roads put forward by Members were not included in the programme.

### **RESOLVED**

## ITEM 2

The Local Committee agreed:

- i) To note the decision made by Cabinet on the 26 March 2013 to allocate capital monies to Operation Horizon as detailed in the Medium Term Financial Plan
- ii) To formally approve the Operation Horizon programme for Woking and that the 36km of road, across the defined scheme list detailed in Annex One, is resurfaced over the investment period. If the scheme list is affected by any future development programme, then the funding will be re-assigned to alternative roads in that division.
- iii) That Surrey Highways produce an annual report in March 2014 confirming to Local Committee programme progress and success to date

### **22/13 WELL LANE, HORSELL - REPLACEMENT TRAFFIC CALMING [Item 10]**

Andrew Milne introduced the report which recommended that speed cushions replace the current round topped humps in Well Lane. The existing round topped speed humps need to be removed as part of the Project Horizon resurfacing scheme along the road. Such humps are no longer used in Surrey and so cannot be reinstated after to resurfacing work. There is still a need for traffic calming in Well Lane and it was therefore recommended that pairs of speed cushions are introduced at each of the current hump locations. If possible the consultation on the road humps will be combined with the consultation on the resurfacing.

#### **RESOLVED**

The Local Committee agreed:

- i) The removal of the existing round topped humps in Well Lane and their replacement with pairs of speed cushions be advertised and if no objections are maintained, that this work is carried out as part of the planned resurfacing works.
- ii) Any objections received are dealt with in accordance with the County Council's scheme of delegation by the Area Team Manager in consultation with the Chairman/Vice Chairman of the Local Committee (Woking) and the relevant Divisional Member.

### **23/13 LOCAL SUSTAINABLE TRANSPORT FUND (WOKING) PROJECT [Item 11]**

Paul Fishwick introduced the report and explained there was a slight alteration to recommendation (iv) to bring it into line with the County Council's constitution. The report set out the annual report from 2012/13 and an update on the programme for 2013/14, including relevant decisions required.

#### **Member discussion:**

During Member discussion the following issues were noted:

- The Brompton bikes in Guildford have recently been relaunched at the front of the station. It is hoped that they can be launched in Woking in the summer.

- The cycle hub in Woking will be on the south side of the station and include a covered area with media screens for train and bus times etc.
- All schools in the borough will be sent information of the cycle improvement fund.
- An officer will be working in Elmbridge to identify potential cycle routes. These could extend the cycle routes from Byfleet into Weybridge.

## RESOLVED

The Local Committee agreed:

- i) To note the Annual Report 2012/13 covering Woking, attached as Annex A.
- ii) The 7.5 tonne weight limit (except for access) for Arnold Road and Eve Road Sheerwater, attached as Annex B
- iii) The intention of the County Council to make an Order under the relevant parts of the Road Traffic Regulation Act 1984 to impose a 7.5 tonne weight limit (except for access) for Arnold Road and Eve Road Sheerwater, including the advertisement of all legal notices and traffic orders.
- iv) That if objections are received to advertisement of the legal notices and traffic orders, the Area Team Manager is authorised to try and resolve them in consultation with the Chairman/Vice Chairman, Divisional Member and Project Manager, and decide whether or not they should be acceded to and therefore whether the order should be made, with or without modification.
- v) The dropped kerb option for junction treatments on the A245 Parvis Road West Byfleet.
- vi) To note the Travel SMART 2013/14 programme for bus priority and corridor improvements, walking and cycling and the Sheerwater Link Road, including the updated Oyster Lane scheme (Annexes D1 and D2)
- vii) The Travel Planning and promotion element for 2013/14, excluding the Way Finder Mapping scheme, attached as Annex E.

## 24/13 WOKING PARKING REVIEW [Item 12]

David Curl introduced the report which set out proposed changes to on street parking restrictions. The aim would be to get new markings on the ground by March 2014, but it may take a bit longer. The costs this year would be met by the Parking Team, but in future the Local Committee may be asked for a contribution depending on the costs involved. The Chairman invited comments by division.

### Member discussion:

#### Woking South West

Mrs Kemeny raised concerns regarding the proposals put forward for her division, particularly around Connaught Crescent, Heath Drive and the Post Office. Officers confirmed that Brookwood CPZ operates for one hour between 1pm and 2pm Monday to Friday, and outside these times the single yellow lines can be parked on. As Mrs Kemeny had not had an opportunity to

## ITEM 2

fully understand the impact of the proposals on the residents in the borough, she requested that they were not approved at this time.

### **The Byfleets**

Mr Wilson was happy with the proposals with the exception of the disabled bays outside 1 Brantwood Gardens and 14 Brantwood Drive, which he asked to be withdrawn from the plans.

### **Goldsworth East and Horsell Village**

Mr Kemp and Cllr Cross were happy with the proposals and requested that the Morton Road scheme be implemented as soon as possible due to the local safety concerns around the school.

### **Woking South**

Will Forster asked how changing the hours of disabled bays in the town centre would affect churn. It was noted that officers have had several meetings with disability groups and compromised with most parking bays being 3 hours, with some all day.

A request was made for a drop off/pick up area opposite the Travel Lodge and station to be included in the next parking review in Woking.

### **Woking North**

Mr Carasco was happy with the proposals but requested additional parking outside Khan's Store which had previously been circulated to the Parking Team. It was noted that if this was to be added, the decision would need to be taken by the Parking and Implementation Team Manager in consultation with the Chairman/Vice Chairman and Divisional Member.

Cllr Ali requested that in the next parking review the restrictions on College Road need to be extended further because of the petrol station.

The Chairman requested that future parking reviews go through the Parking Task Group before committee, and Cllr Kingsbury requested that the Parking group meet every quarter.

## **RESOLVED**

The Local Committee agreed to:

- i) the proposed amendments to on-street parking restrictions in Woking as described in this report and shown in detail on drawings in annex A as amended below are agreed.
  1. Woking South West – all proposals in paragraph 3.1 are all deleted.
  2. The Byfleets – all proposals progressed with the exception of the formalisation of the disabled bays alongside 1 Brantwood Gardens and 14 Brantwood Gardens
  3. Woking North – Agreed as in report with the decision on whether to include additional parking outside Khan's General Store delegated to the Parking Strategy and Implementation Team Manager in consultation with the Chairman/Vice Chairman of the Local Committee and the Divisional Member.

- ii) the local committee allocates funding as detailed in paragraph 5.1 of this report to proceed with the introduction of the parking amendments.
- iii) 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 Woking as shown on the drawings in annex A (as amended) is advertised and that if no objections are maintained, the orders are made.
- iv) 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.

### **25/13 LOCAL PREVENTION FRAMEWORK CONTRACT AWARD [Item 13]**

Jeremy Crouch, Contract Performance Officer Youth Work introduced the report, and noted the additional officer recommendation which was asking for a monthly email update for members as to how the provider is performing against it's OVI's.

#### **RESOLVED**

The Local Committee agreed to:

Approve the Youth Task Group recommendation to award a funding agreement for a twenty four month period from 01 September 2013 to the following provider:

1. Eikon for 100% of the contract value (£105,000pa) to prevent young people from becoming NEET in Woking
2. Agree to request a monthly email update as to how Eikon is performing against its OVI's, to be sent to the Local Committee members and Youth Task Group members.

### **26/13 SERVICES FOR YOUNG PEOPLE COMMISSIONS IN WOKING 2012/13 [Item 14]**

This item was withdrawn from the agenda as the Chairman was unhappy with the report.

### **27/13 LOCAL COMMITTEE TASK GROUP AND OUTSIDE BODIES REPRESENTATION [Item 15]**

Michelle Collins introduced the report.

#### **RESOLVED**

The Local Committee agreed to:

## ITEM 2

- i) The terms of reference for the Youth Task Group and Local Sustainable Transport Fund (LSTF) Task Group as set out in Annexes 1 and 2.
- ii) The membership for these task groups for 2013-14 as set out in paragraph 2.4.
- iii) To appoint members of the Local Committee to the outside bodies as set out in paragraph 2.5.

### **28/13 FORWARD PROGRAMME [Item 16]**

#### **RESOLVED**

The Local Committee agreed to note the forward programme with the following additional reports:

September – Youth Update  
20mph speed limits around schools  
Review of Ride 100 and lessons learnt

December - Youth Update

March - Youth Update

An additional request was for a briefing on health in Woking and the future relationship with the Local Committee which would be considered at a private meeting of the Local Committee.

Meeting ended at: 9.10pm

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**Chairman**

**Notes from Public Engagement Meeting**

**1. Open Public Question Session [Public Engagement Item 1]**

**Question 1: Mr Tony Metcalf**

There is to be a 50% expansion of St Dunstan's Primary School. Condition 7 of the planning consent referred to road improvements to be in place by September 2013. When will this work be done?

Andrew Milne explained that this works is not under the remit of the local committee and will therefore ensure that Mr Metcalf receives a reply in writing following the meeting.

**Question 2: Cllr Melanie Whitehand**

Would like an update on the study on the A322 Brookwood Crossroads.

The Chairman indicated that this was the subject of two written questions and would be dealt with later in the agenda.

**Question 3: Mrs Pauline Marshall**

Would like to know what is being done about the Clifton building in Knaphill and the concern that when vehicles exit the construction site there is a safety issue with the crossing.

Cllr Kingsbury noted that the transport implications had been looked at as part of the planning process. The Chairman advised that a written response would be given outside the meeting.

**Question 4: Cllr Anne Murray**

Now the County have responsibility for public health, could the committee receive an item on health?

The Chairman agreed that this would be looked into and added to the forward programme as appropriate.

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SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WOKING)

DATE: 26 JUNE 2013

SUBJECT: WRITTEN PUBLIC QUESTIONS

DIVISION: WOKING



**1. Question from Mr Philip Stubbs**

At the Local Committee meeting held on 6 March 2013 a motion was passed on the urgent requirement for a study into the A322 Brookwood crossroads corridor congestion issues. Could the Council update the Committee on the progress of this study especially the agreed terms of reference of the study, the boundaries of the study and the County's ability to meet the agreed timescales.

**Answer from Chairman on behalf of the committee:**

Discussions continue between Surrey County Council and Woking Borough Council to see whether it is possible to bring forward the review.

**2. Question from Mr Richard Thomas**

Regarding West Hall highway works delayed by request of LOCOG - has the section 278 agreement been signed ? If not why not & when will it be signed? Further when LOCOG requested the delay what action did SCC take to ensure that the work was carried out immediately after the races? Further I know that WBC control the planning conditions " stating there should be no occupations before this work is carried out but SCC are the highway authority and between you and WBC a year has passed and no action on the ground, why before SCC agreed with LOCOG did not WBC or SCC get together to sort this out?

**Answer from Chairman on behalf of the committee:**

I can confirm that the S278 agreement has been signed by both parties, Surrey County Council and Anchor Trust. Surrey County Council as Highway Authority are working closely with the Local Planning Authority to ensure that the works are carried out as quickly as possible.

It was not possible to secure provision of the works immediately after the Olympics because the S278 agreement was still under negotiation.

The fact that the development had been occupied prior to these works being completed was a matter for Woking Borough Council as the planning authority.

### **3. Question from Cllr Dorothy Farrant**

We have recently seen an increase in the number of advertising banners attached to the railings alongside the A245 Chertsey Road roundabout. The banners are promoting, for example, school open days, events at local attractions, pre-school nurseries, health clubs and local businesses. These look untidy and can detract motorists' attention at this busy roundabout. There has also been an increase in similar banners in the centre of West Byfleet.

In neighbouring Runnymede banners can only be displayed at designated locations, have to conform to a standard size and importantly are subject to a pre-erection approval process. What procedures are in place in Woking?

#### **Answer from Chairman on behalf of the committee:**

Surrey Highways has an approved banners policy for managing existing banner sites and reviewing applications for new sites. This policy has recently been revised and applies to the whole of the County. Full details of this are found on the County Council website following the 'Apply for it' link.

The purpose of the banners policy is to allow effective publicity for local charitable, cultural and educational events. Promotion of these events and activities should be both appropriate and of benefit to Surrey and the surrounding area, with minimal environmental impact. Activities and events should serve both local population and visitors to the area without prejudice. Important issues such as safety are carefully considered in the application process.

All existing approved sites are listed on the website. In the case of Woking, there are presently two approved locations - Parvis Road at the junction with High Road, Byfleet, and Old Woking Road at the junction with Station Approach, West Byfleet. Banners which have not been approved will be removed by the Community Highways Officer. If anyone has concerns about a banner placed on the public highway, this should be raised directly with Surrey Highways by either telephoning the contact centre on 03456 009 009, or using the 'Report it' link on the County Council website.

SURREY COUNTY COUNCIL

LOCAL COMMITTEE (WOKING)

DATE: 26 JUNE 2013

SUBJECT: WRITTEN MEMBER QUESTIONS

DIVISION: WOKING



**1. Question from Will Forster, Surrey County Council**

Please could the Local Committee Chairman confirm if the Cabinet Member for Transport has either formally or informally, considered the request from this Committee for Surrey County Council to fund and conduct a study into the A322 corridor?

**Answer from Chairman on behalf of the committee:**

Discussions continue between Surrey County Council and Woking Borough Council to see whether it is possible to bring forward the review.

**2. Question from Will Forster, Surrey County Council**

Please could the Chairman update the Local Committee on what progress has been made to bring the Albion Square up to the required standards to be adopted into the public highway?

**Answer from Chairman on behalf of the committee:**

County and Borough officers are in dialogue and will seek to resolve the issue as soon as possible.

**3. Question from Cllr John Kingsbury, Woking Borough Council**

When will the approved works for refurbishment and installation of permanent traffic lights on St Johns Hill Bridge take place?

**Answer from Chairman on behalf of the committee:**

The scheme design is progressing and is scheduled to be ready for consultation by the end of July. Consultation and consent are required from Network Rail, who are the bridge owners. Road Safety Audit stage 2, and other consents are also required. Although these procedures take time, there is a commitment to construct this scheme in this financial year and it is scheduled to start the main scheme from this winter (January to March) to co-ordinate with Network Rail.

It is programmed to start work on signing the new weight limit at the bridge in advance of the main scheme starting on site, this autumn. Traffic management, for closures to carry out further site investigation and the main works, is being designed. The Local Committee will be informed of the final schedule for carrying out the works once Network Rail have officially commented on the design and confirmed acceptance of our nominated contractors.

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