

## **Minutes of Steering Committee No 50, Thursday 12<sup>th</sup> December 2024,**

### **At The village Centre, Victoria Street, Englefield Green, 6.30pm to 7.30 pm**

**Present:** Mike Kelly (Chair), Alan Sloan, Fred West, Melanie Frobisher, Terry Barnett, Tanja Rodenburg.

- 1) **Apologies for Absence;** Erik Juul-Mortensen, Albert Jamieson,
- 2) **Approval of Minutes of Meeting No 49;** Approved
- 3) **Declaration of personal interest in topics to be discussed;** none.
- 4) **Accounts;** Mike to complete mandate form allowing single signature on payments for EG Community Projects CIC
- 5) **Application for re designation of the Forum;** No news, MFK to check.
- 6) **Website, Facebook, Membership.** Melanie to formulate a plan of action for increasing membership and publicity in the new year
- 7) **EG Community Projects CIC.** Under Article 11 of the Articles of Association - Directors powers to delegate- Mike proposed that the Directors of the company delegate the running of the company to the whole Forum committee thus establishing the Company as the operational arm of the Committee as intended when it was created. Committee agreed unanimously, and the Directors will hold a meeting to formalise the arrangement.
- 8) **Projects arising from the Neighbourhood Plan**
  - a) **Transport Hub.** See attached note and a copy of the Mini Section 278 agreement forwarded to us by the Placemaking team- things now moving forward but a long way to go with little time
  - b) **Bond Street Hedges.** See attached note. Now planning for a Nov '25 planting.
  - c) **Other tree projects-** no comments
  - d) **Forest Estate Garden Project-** still in abeyance.
  - e) **Parking:** Parking questionnaire planned for the New Year. Successful on site meeting with Surrey CC rep re parking, so Surrey CC seem to be waking up to the fact we are serious.
  - f) **Speed Limits and One Way systems.** Nothing further to add re speed limits (hopefully the Callow Hill Prune Hill and Central Area reductions are progressing but there is difficulty getting feed back) One-way systems still need pushing. Alan is still getting no response from Surrey Highways but will keep trying. See notes from Alan below
- a) **The A30, Liveable neighbourhoods, National Cycling route 4;** MFK contacted Xavier Brice re the planned controlled pedestrian crossing across St Judes Road at the junction with Barley Mow Road but no response- will chase up.
- 9) **Planning;**
  - a) Fairmont tree houses- Closing date for comments has passed- no date for committee yet.
  - b) Barbara Clark House- Still nothing seems to be happening at the moment.
  - c) Victoria Street 16-18 and no 19. All need monitoring and objections where necessary.

- d) Oaklands driveway. Part of a 'landscape' proposal as a condition of the original permission and needs reviewing.

**10) AOB-**

**NDHA's-** Alan reported that Councillors agreed at the meeting of the Planning Committee held on 27 November that the proposed list of Non-Designated Heritage Assets (NDHA's) should go out for public consultation between the 10th January and 21st February 2025".

The committee congratulated Alan on his persistence in getting this significant major step in protecting our historic assets through to this point.

**Meeting with Windsor Park;** it was agreed that Mike would try and set up a meeting with Nick Day sometime in the New Year to inform on our progress re projects and discuss how Windsor Great Park might help.

**11) Next Meeting-** 16<sup>th</sup> January 2025

**Ref (8a); Notes of Transport Hub meeting**

**Note regarding a meeting with Surrey County Council officials at 3.00 p.m. on Thursday 5 December 2024 held at the proposed site of the Englefield Green Transport Hub in St Jude's Road**

**In attendance:** Kerry James – SCC Placemaking Group Manager  
Simon Lowe – SCC Placemaking Project Officer  
Katerina Organtsi – SCC Placemaking Project Officer  
James Young – SCC Highways  
Mike Kelly – Chair EGVNF Steering Committee  
Alan Sloan - Vice Chair EGVNF Steering Committee  
Trevor Gates – Cllr Englefield Green East

**Placemaking – purpose of meeting**

The purpose of the meeting was to establish with the SCC Placemaking team how to progress the Transport Hub project given that Marisa Heath has an allocation of £100k to contribute towards the project.

Mike Kelly outlined the background to the project and being on site it was easier to show what was proposed. Funding will probably mean that the project will be delivered in stages.

Kerry James explained that although the site belongs to Runnymede Borough Council it has been allocated to Surrey Highways and therefore it is SCC who have the authority or otherwise to approve what happens on or to the site.

A pull-in for small buses currently forms part of the proposal but James Young explained that any pull-in would have to accommodate a full size bus which would have the effect of taking away a large section of the site and therefore would be counterproductive. In any event James Young said that SCC policy is now not to provide pull-ins for buses as they have the positive effect of slowing traffic down.

Kerry James said that the proposed works could be carried out under section mini 278 of the Highways Act\* which permits a developer to carry out works. The fact that the Forum has already set up a Community Interest Company (CIC), which would qualify as a developer, enables that to be achieved.

*\*Section 278 of the Highways Act 1980 is a legal agreement that allows developers to make permanent alterations or improvements to a public highway, as part of a planning approval. The agreement is between the developer and the council, in the capacity of the Highway Authority. Further details of the key elements of a Section 278 agreement are attached.*

The funding of £100k would come from Your Fund Surrey which means that the works cannot be carried out by Surrey Highways. The funding is categorized as capital and therefore can be carried forward into the next financial year. The only proviso is that the allocation to the project must be made by the end of this financial year.

The only works which would have to be carried out by the Highway Authority would be the replacement of something for which they are responsible e.g. the bus shelter. Kerry James said that she would arrange for details of the Section 278 agreement to be sent to Mike Kelly and Simon Lowe would assist with the application as required. Overall a very useful and encouraging meeting.

The meeting concluded at 3.50.

Alan Sloan

5 December 2024

#### **Ref 8(a); Copy of mini Section 278 agreement**

This is 16 pages long and can be accessed via;

[https://www.surreycc.gov.uk/data/assets/pdf\\_file/0019/129061/MINI-SECTION-278-GUIDANCE-PACK.pdf](https://www.surreycc.gov.uk/data/assets/pdf_file/0019/129061/MINI-SECTION-278-GUIDANCE-PACK.pdf)

#### **Ref (8b); Hedges meeting**

**Note regarding a meeting with Justin Sander of Runnymede Borough Council at 1.00 p.m. on Thursday 14 November 2024 at the Village Centre, Victoria Street, Englefield Green**

**In attendance: Justin Sander - RBC Parks and Green Spaces Manager**

**Andrea Berardi - Cllr Englefield Green East**

**Trevor Gates - Cllr Englefield Green East**

**Mike Kelly - Chair EGVNF**

**Alan Sloan - Vice Chair EGVNF**

**Debi Hallett - Trees and Hedges Lead - EGVNF**

**Trees and Hedging – purpose of meeting**

Following a positive meeting with Elliott Street, Tree Officer at Surrey County Council, on 11 July, subsequent progress with Runnymede Borough Council, on whose land the majority of trees and hedges would be planted, had proved to be virtually non-existent. Justin Sander had recently been appointed as the Parks and Green Spaces Manager at RBC so the purpose of the meeting was to establish how progress could be now made with the planting of trees and hedging in Englefield Green.

Justin explained that he had received authority to advertise for a Senior Greenspace Officer and a Senior Tree Officer and that Adrian, who was currently on a trial period, would shortly be appointed as a Tree Officer.

Justin explained that he was “finding his feet” but that there needed to be a process and structure to the Parks and Green Spaces department. He had previously worked for Waltham Forest Borough Council and therefore had accumulated a wealth of experience in submitting bids to both the Urban Tree Challenge Fund (UTCf) and the Local Authority Treescapes Fund (LATF).

Justin explained that his priorities were firstly Trees, followed by Playgrounds and then Volunteers.

He said that having a Neighbourhood Plan in place, including clearly defined projects in the Placemaking Report, and having established a Community Interest Company (CIC), the essential building blocks were in place to enable progress to be made.

Given that Jason is bringing in a new structure and organization to the Parks and Green Spaces department, including the recruitment and appointment of staff, it was agreed that realistically the planting of trees and hedges in Englefield Green would likely commence in October/November 2025.

It was agreed that Justin would meet with Alan to discuss the various funding routes but given the need to recruit staff etc this was unlikely to be before April 2025.

Clearly Justin brings a wealth of experience to the post, is confident in what can be achieved, and is building a structure which is focused on delivery.

This was a very positive meeting which augers very well for the future.

Alan Sloan

14 November 2024

### **Ref 8(f) and other transport and NDHA matters**

Updates for EGVNF meeting on 12 December 2024

Non – Designated Heritage Assets (NDHA's).

I am pleased to report that Councillors agreed at the meeting of the Planning Committee held on 27 November that the proposed list of Non-Designated Heritage Assets (NDHA's) should go out for public consultation between the 10<sup>th</sup> January and 21<sup>st</sup> February 2025.

Proposed introduction of a 30mph speed limit in Bakeham Lane, Callow Hill and Prune Hill

In response to my request to SCC for an update on progress this is an extract from the text of their response on 21 November:

*“The scheme design is currently being finalised, and we will shortly be going through the process of obtaining approval to advertise the proposals. Once this approval is received, we can ask our Traffic Order team to advertise the proposals. It will then typically be 8-12 weeks before the notices are advertised.*

*I would therefore anticipate the speed limit reduction being advertised in February 2025. However, I would stress this is only an estimation of the time frame.*

*It should be evident when the proposed speed limit reduction has been advertised since large signs will be displayed along Prune Hill, Bakeham Lane and Callow Hill advising the public of the proposals and directing them to our website. Our website will have further information about the proposed speed limit reduction and a feedback form to enable the public to make representation in response to the proposal (either in objection or in support)”.*

So, at this stage, even assuming that there is a favourable outcome to the consultation, it looks like implementation will probably slip into the 2025/26 programme.

Proposed introduction of a 40mph speed limit in Priest Hill

Awaiting update from SCC (request sent 21/11/24)

Proposed introduction of a 30mph speed limit in St Jude’s Road

Awaiting update from SCC (request sent 21/11/24)

Proposed introduction of a 20mph speed limit in the Victorian Centre of EG i.e. Alexandra Road, Armstrong Road, Albert Road, South Road, Harvest Road, St Jude’s Road and Victoria Road, plus outside schools in Bagshot Road and Barley Mow Road

Marisa reported at the October EG East Councillors’ Surgery meeting that she had received approval for the proposal and that a Feasibility study was the next step. Unfortunately, due to a family bereavement Marisa had to leave the November meeting early so I will be asking for an update at the January Councillors’ Surgery meeting.

One way system proposals – I wrote to Neil McClure (Future Transport Programme Manager at SCC) who is leading the Council’s LCWIP (Local Cycling, Walking and Infrastructure Plans) across Surrey on 24 August asking what plans he had in mind for the turnings off the A30 at Harvest Road and Middle Hill. The response would

inform our thinking in formulating proposals for a one way system(s) in Englefield Green.

I wrote again on 17 September and in the absence of any acknowledgement or reply raised the matter with Marisa at the October Councillors' Surgery meeting. She said she would pursue the matter and forwarded a copy of my e-mails to her. To date I regret to say I still haven't heard anything.

Transport Hub

Meeting held Helen Currie (SCC Placemaking Specialist) – see copy of my note of the meeting attached

Kerry James the SCC Placemaking Group Manager has appointed 2 x Project Officers and a meeting has been proposed for 5 December at 3p.m. (attendees and venue TBD)

Note of meeting held on 5 December circulated with agenda.

Alan Sloan

12 December 2024