

WARLINGHAM PARISH COUNCIL

THE GREEN IMPROVEMENT PROJECT STEERING COMMITTEE

Notes of the meeting held at 3pm in the Library on Wednesday 24th January 2024

<p>1. ATTENDANCE/APOLOGIES:</p> <p>Attendance: Simon Morrow (Chair), Nick Healey (via Zoom) (Project Manager, SCC Highways), Simon Bold, Jeremy Pursehouse, Keith Prew, Ian Dale, Cindy Steer, Angus Bransby.</p> <p>Apologies/Absent: Ash Patel, Anna Patel, Robin Bloore.</p>	
<p>2. CODE OF CONDUCT:</p> <p>The following declarations were registered:</p> <ul style="list-style-type: none">• Jeremy Pursehouse – Chairman, Warlingham Village Hall.• Ian Dale – Owner of 20 The Green, Warlingham.• Keith Prew and Cindy Steer – Committee members, Warlingham Church Hall.	
<p>3. MINUTES OF MEETING HELD ON 20th DECEMBER 2023:</p> <p>3.1. Correctness. Section 4, 10th para. “new path on the Green” should read “new path to the crossing on the Green”. Also, “13th” should be deleted from the top line of the document.</p> <p>3.2. Matters arising.</p> <p>Another trader representative on this committee. JP to contact The Gallery to see if they would be willing to join this committee.</p> <p>Tesco deliveries. NH is meeting Tesco on site tomorrow (25/1) and SM will join the meeting.</p>	JP
<p>4 a) PROGRESS AGAINST PLAN:</p> <p>NH had circulated his progress report in advance of the meeting. Following the Christmas break NH said design was progressing well. He circulated a drawing showing the build out and paving proposals. He hopes to complete the detail design by the end of March.</p> <p>NH said the focussed consultation should be able to be started mid/end February as the draft design is agreed for each element.</p> <p>Core sampling to be done during w/c 29th Jan.</p> <p>Implementation agreement. SM reminded the meeting that the TDC CIL agreement included provision for the implementation stage. NH said he would ask the SCC Solicitor to prepare the first draft implementation agreement. To be based on the design agreement. SM raised a concern about stopping the project should costs increase above the available budget. NH will consider how this can be addressed in the agreement. NH will need to create a new cost schedule for the implementation works with a figure against each deliverable. He said this would be done as the final element of the agreement independent of the lawyers.</p> <p>SB reported that Headleys were now up to speed on the project. All traders, including the freeholders of B&B and Kamsons, have now agreed, in writing, to cooperate with the scheme. Headleys will prepare a draft agreement for the traders. Copy to SB, KP and SM for comments.</p> <p>The TDC contact, Alex Webber, has raised a number of questions about the scheme. SB to respond to his questions using a draft written by SM and checked with NH. SB</p>	NH NH NH NH SB/SM/KP SM/SB

<p>6. WPC EXPENDITURE REPORT:</p> <p>There has been no change to this since the last meeting. A £500 saving on the survey cost can be shown in the next report.</p>	SB
<p>7. RISKS:</p> <p>There was no change since last month.</p>	
<p>8. COMMUNICATIONS:</p> <p>Core hole dates have been advertised.</p> <p>A project update report has been prepared for the WPC website and for CR6 magazine.</p> <p>Build-out consultations. To be advised on the traders WhatsApp group.</p> <p>Focussed consultation. NH to write a consultation letter to the affected traders. Comments to be returned to WPC for review by NH/SB/SM, with technical issues dealt with and responded to by SCC and broader issues by WPC</p>	JP NH/SM/SB
<p>9. AOB</p> <p>Green Memorial lighting. SB reported that repairs to the underground cabling for the lights is required. It was considered that these works should not affect the GIP work and can be progressed now by the Parish.</p> <p>Tesco deliveries. Complaint from Metrobus that Tesco are parking in the bus bay. ID had sent a photo. NH said that Tesco were probably not in breach of the parking restrictions as the bay was only limited from 7pm to 7am and Tesco were leaving space for passengers to get on/off the bus. No action for now.</p> <p>Zebra sightlines. SB said a resident has raised the question of sightlines for the Westhall Road pedestrian crossing. It was agreed that visibility will be better when the railings are removed.</p> <p>White Lines. ID said the white lines on the road were now rather poor. Would they be redone by the project? NH said that SCC Highways Maintenance team were planning the resurfacing of the Green in 2024. NH to be in contact with the maintenance team to coordinate the project and the maintenance works including new white lines.</p>	NH

The meeting closed at 17.05.

Next meeting: Wednesday 28th February at the Library at 3pm.