Cranleigh Stakeholder meeting - Minutes

Date & Time:	**Wednesday 16th October 16:30 – 18:00**
Venue:	**Rowleys Centre for the Community; Waverley Suite, Victoria Road, Cranleigh, Surrey. GU6 8NT**
Chair:	Surrey County Council, Director - Planning & Placemaking (TC)
Membership:	• Surrey County Council and Waverley Borough Council Councillor – LT • Surrey County Council, Placemaking specialist – HC • Surrey County Council, Placemaking Officer -JB • Cranleigh Parish Council representative – LT • Cranleigh BID representative – TS • Save the Heart of Cranleigh petition representative – GL • Cranleigh Chamber of Commerce representative – RF
Apologies:	
Guests:	Surrey County Council, Senior Placemaking Officer – AB
Note Taker:	Surrey County Council, Placemaking Officer – JB

1. **Discussions from previous meeting:**
GL - At our previous meeting the Chairman stated that the purpose of this group "was to develop an engagement plan for Phase 2 Cranleigh High Street. We are not a decision making body". Cllr Matt Furniss sent an email to a member in our group stating that the purpose of the new group was for the design of the scheme for phase 2. Currently this new stakeholder group know what is going to be presented to residents. The new stakeholder group needs to be able to see the designs first to provide comment and feedback. Can you confirm if the design are available to share yet?
JB – The designs are with an external company Munro being created, currently we do not have any designs to show the group, however the images being created are based off the themes that the stakeholder group agreed upon last meeting.
GL – If you present designs to the residents without this group seeing them first that the petition group will object to the designs.
RF – We need to show the design to all residents to comment, we can not make the decision for the residents of Cranleigh.
LT – We have not seen the designs as they are not ready. We can only follow procedures and these take time. The email that you have referred to from Cllr Matt Furniss has not been shared with this new group – We are not aware of what has been discussed outside of this group unless it is shared with us.
TC- The last meeting it was agreed to go out to residents with plans based off the themes agreed and ask for feedback. The decision will be made by the residents of Cranleigh on what elements of the scheme they would like to see made.
GL- What about the impacts such as how long it will take to build?
RF – This will be difficult to share at this stage as we do not know what residents would like to see changed. The timeframes will be established at detail design / contractor hiring etc.
GL- Will the new scheme take into consideration the build of the new leisure centre and Stocklund Square?
LT – Of course it will. The Placemaking team have been in communications with Waverley Borough Council (WBC) very early on. Stocklund Square is still going through all of the planning processes so there is no set construction date for this. The Placemaking team are fully aware of the schemes / planned roadworks in the area and will work accordingly.

TS- I am concerned that any changes will impact the High Street and close our shops. Residents may avoid coming into Cranleigh when there are roadworks going on? Our group would like to know what changes are in place and how the improvements will encourage footfall. I am here to share the designs with the businesses.
TC- The main question is are we doing it or not? We are already spending a lot of time on this project. We need to allow the residents to have their say if they want to see a change or they do not. We cant keep going round in circles in this meeting.

2. Wayfinding In Cranleigh

AB shared a presentation on potential Wayfinding ideas for Cranleigh. It has been suggested that a new group be set up for Wayfinding purposes. Suggestions for members from the previous Cranleigh Stakeholder group to be contacted and asked if they would like to participate.
LT – Will this wayfinding be virtual as well?
AB – A static pdf version of the village map could be developed for download or home printing, but this would not be an interactive map. There are difficulties for Cranleigh and virtual wayfinding with the lack of signal in the area.
LT – Worth having a digital version for future proof.
RF – We do have QR codes throughout the village, however WiFi fails us.
LT – Any opportunity for digital billboards?
AB – Often digital billboards are very expensive.
HC – Our road safety teams have concerns for digital display boards close to the highway – the flashing / flipping adverts could cause a distraction to drivers.

3. Engagement themes

- Speed reduction measures [*includes traffic flow*]
- Knowle Lane junction
- Pedestrian crossing points
- Post Office entrance
- Footpaths and on-street parking [*to include disabled parking and loading bay*]
- Public transport and active travel [*this would include pavement works*]

HC presented the draft proposals that have been shared with Munro to create a video and images for residents to consider.
TS – What is the purpose of raised pedestrian crossing?
HC – For those with any mobility issues, for some users the drop down to the road from kerb is a challenge, this will make the crossing easier for those with mobility issues / mobility aids / push chairs etc.
GL – Knowle lane will be an issue due to the parked cars
HC – That's why we have proposed building out the pavement slightly and introducing planting. This will deter users from parking here.
GL- How long will this take to build?
HC – It is dependent on what is being selected, however Cranleigh High Street is on Lane rental meaning that we (Surrey County Council) will be charged per day for a cone on the high street. We would deliver the scheme in phases and make sure that the works will be carried out as quickly as possible. We cannot afford to carry out works for long periods of time. Where possible we would carry out works at night to minimise disruption.
TS – What about noise at night for the residents living above the shops?
HC – That kind of work will be delivered during the day. Our contractors have worked in residential / commercial areas and are experienced in delivering schemes to suit both residents and businesses needs.
LT – The planting by Knowle lane, will this grow out into the High Street?
HC – We will plant robust planting that requires minimal maintenance.
GL – Do we need all the pedestrian crossings (for example the crossing outside M&S) when there are traffic lights nearby?
RF – Place informatic data shows that the highest proportion of dwell time occurs outside M&S. We definitely need a crossing there.
RF – The Post Office, would SCC consider a no right turn closer when exiting the post office?
HC – This can be looked into.
LT – What about a loading bay? Can we consider a timed loading bay near Subway?
HC - This can be looked into

4. Engagement Events

JB – We will be arranging two engagement events in Cranleigh (Village Hall) in early December. Dates for this event are:

- Monday 2nd Dec (16:30 – 20:00)
- Wednesday 4th December (11:30 – 15:00)

There will be a letter drop to residents which we will share with this group once drafted.
SCC would like to present to Elmbridge Village centre and also the younger demographic, does this group have any suggestion on how to target the young demographic?
LT – Parentmail? Will need school permission to do so
RF – Park run Saturday & Sunday?
GL – We can share links / wording on our website as well
TS – I can let the businesses know, as the last letter drop a lot of businesses did not receive the letter. I can hand out flyers if provided in advance.
JB – We can also share the Fountain Square designs at the engagement event.

5. Next Steps

JB to set up an online meeting with the group to share the designs once received from Munro (TBC mid November).
HC to check how long items roughly take to construct.

6. Closing remarks / AOB

GL – I would like to discuss the scope of the project, as it became obvious that the scope of the High Street project had been reduced from the original scope - junction of Horseshoe Lane to the junction with the Ewhurst Road to a much-reduced scope from Stockland Square to the Library
LT - The reduced scope was dictated by the funding agreement and cannot be changed. On the basis of that answer the Stakeholder Group agreed to the change.
GL – statement made at previous minutes that scope was dictated by CIL funding, but it wasn't.
LT - I would clarify that I was referring to the S106 money that was limited in scope. I would also add that the work of the previous working group did not cover the junction changes. The scope of the working group did not fully match the scope of works being undertaken by the Place Making Team who submitted the CIL application, however, our work did contribute towards the securing of the funding.
JB shared the appendices submitted with the CIL bid, which highlighted the areas of works being proposed as part of the CIL funding agreement. The area of works are highlighted in the drawing submitted from Stockland Square to the Library.

Actions:

Wayfinding:

RF to share illustrations with the Placemaking team for the heritage trail.
Develop a list and share with AB for a wayfinding group.

NEXT MEETING: TBC – Mid November – Online.