

**Draft Minutes of the Rights of Way, Highways and Lighting Committee meeting held on
Monday 10th April 2017 at 10 Riverside at 7.00pm**

1. Apologies:

None, all present.

Present:

Cllr S Bennell (Chair) Cllr L Clouting, Cllr P Collins, Cllr S Garrett and Cllr J Jones
Cllr Bennell welcomed Cllr Collins to his first meeting.

In Attendance:

Mrs Eileen A Coe (Town Clerk/RFO) and Mrs Amanda Scott (Office Assistant)

2. Declarations of Interest:

None.

3. Minutes of previous meeting:

Cllr Bennell proposed the minutes of the previous meeting held on Monday 13th March (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Garrett, and with two abstentions due to absence, all were in favour.

The Chairman signed the minutes.

4. Public Comment:

None.

5. Rights of Way:

It was noted that the Rights of Way Walk held on 25th March was attended by slightly less walkers than usual due to the fact that it was Mother's Day weekend and other events happening in the town.

Cllr Clouting agreed to organise the Summer Rights of Way Walk in June, with the date to be confirmed at the next meeting.

6. Highways:

➤ **Pedestrian crossing in Station Road – Section 106 agreement**

The Town Clerk reported that she was waiting for a response from SCC Highways on the exact location and timescale.

➤ **Cycle rack in Well Close Square – options, costs and permissions**

It was noted that responses had been received from the consultation email regarding the proposals. 221b Bakers and Paddy & Scott's had no objections, but Clarke & Simpsons had objected.

The Town Clerk provided photographs of all the potential locations. After some discussion, 3 locations were agreed; one at the front of Paddy & Scott's, one at the back of Paddy & Scott's and one outside the garage of 221b Bakers (which was one of their own suggestions). She also provided details of the simple black hoop design, fitting options and spacing requirements for the cycle racks. It was agreed that 3 hoops would be placed in each location. The Town Clerk was requested to contact Suffolk County Council Highways and the SCDC Conservation Officer with the revised proposals and report back to the next meeting. She would also provide information on costs for the cycle racks and fitting. Once all the information and responses were received she would contact Paddy & Scott's and 221b Bakers with details of the revised proposals.

➤ **Traffic Regulation Order 2017:**

The Town Clerk advised that she was still waiting for a report from the SCC Engineer on investigations relating to the top of Fore Street, this had been delayed due to SCC staff restructuring.

➤ **SRHP School parking and road safety concerns**

Cllr J Jones reported on the meeting held with representatives from the school. The purpose of the meeting was to discuss their concerns relating to the safety of the roads around the school, particularly New Road and Vyces Road and to provide an update on the progress of the Town Council's draft Parking Strategy. Cllr J Jones reported that several issues had been discussed and the school had been requested to provide detailed statistics to aid the investigations.

7. Parking:

No business.

8. Lighting:

Castle Brooks pathway approaching no.54 – ownership and responsibilities.

The Town Clerk reported that she was still waiting to hear from Watsons Property Management following their site visit.

9. Correspondence:

Terry Sugg 9/04

Email with concerns relating to the pavement on Badingham Road and response by SCC. Noted.

10. 2016/17 Action Plan:

- Updates to the Action Plan were deferred to the next meeting.
- Detailed and fully costed CIL funding nominations for IPC:

Cycle racks – to be finalised at the next meeting

Zebra crossing in Station Road

11. Highway problem reports and responses from SCC :

Street Light in Saxmundham Road

Missing Footpath signs on Rights of Way Footpaths

Broken manhole cover in Danforth Drive

The Town Clerk advised that all the above issues had been reported to SCC and noted for action. She had also contacted SCC Highways again regarding the potholes and damaged road surface on the mini-roundabout in Well Close Square, which was now felt to be an urgent issue.

12. Matters of report or items for next agenda:

Communication with the Public: Items for newsletters:

Summer Rights of Way Walk

Matters of Report:

Speed Indicator Device – It was agreed that a report on the analysis of data from the Speed Indicator Device should be available for the Annual Parish Meeting.

13. Next meeting:

Monday 8th May 2017 at 7.00pm

Meeting closed at 7.50pm