

# **Minutes of the Rights of Way, Highways and Lighting Committee held on Monday 12<sup>th</sup> April 2021 Remotely Via Zoom at 7.00pm.**

## **1.APOLOGIES:**

None.

## **2. PRESENT:**

**Cllrs D Carter, C Eastwood (Chair), J Jones, and P Wraight.**

## **3. IN ATTENDANCE:**

Mr James Overbury (Deputy Clerk) and one member of the public (joined the meeting at point 8.1 in the agenda)

## **4. DECLARATIONS OF INTEREST:**

None.

## **5. MINUTES OF PREVIOUS MEETING**

**Cllr Carter proposed** in 9.2 of the previous minutes replacing 'for the ESC officer from' with 'from the ESC officer to' which was agreed. With that amendment **Cllr Eastwood proposed** that the minutes be accepted as a true record which was seconded by Cllr Carter and with one abstention due to absence all were in favour.

## **6. PUBLIC COMMENT:**

None at this point in the meeting

## **7. RIGHTS OF WAY:**

### **7.1 Castle Brooks Footpath License:**

No business.

### **7.2 Pigs Meadow erosion**

The DTC had not heard from SCC as yet but would ask for progress.

### **7.3 Castle Keep footpath**

**Cllr Eastwood read** the letter from Taylor Wimpey regarding the nature of the footpath and the response from SCC's footpath manager regarding its condition was awaited.

## **8. HIGHWAYS:**

### **8.1 Report on Speed Forum**

**It was agreed** to make a fresh approach to SCC to enquire about 20mph zones in the central routes in the town.

**It was agreed** that the DTC contact Cllr Burroughes and ask if the Automatic Number Plate speed indicators could be used on Station Road and Saxtead Road.

**At this point in the meeting a member of the public joined the meeting and Cllr Eastwood proposed that the meeting be adjourned for public comment which was agreed.**

The member of the public expressed concern over parking availability and charges in the town and asked whether the Town Council had a formal position about the non-availability of residents' parking permits in The Elms car park. Cllr Eastwood replied that the Town Council did not, as yet, have a formal position on this matter but had asked ESC on several occasions to consider making reduced price residents' permits available for all car parks. To date ESC has been reluctant to do this.

**Cllr Eastwood reconvened the meeting.**

### **8.2 Community bus transport - Update on link to station.**

Cllr Eastwood noted that this was still on schedule to begin on May 17th and that signs had been placed on or near a number of bus stops in the town. He reported that the next newsletter would contain more information and publicity.

### **8.3 S.I.D. – Data**

This was noted.

### **8.4 Grit Bins – and Plans for Gritting 2021-22**

**It was agreed** that the DTC would prepare a report with costs for the next meeting.

### **8.5 Quiet Lanes**

**Cllr Jones reported** that he had learned that there was no funding available through the CPA project. He noted that there were strict criteria for these lanes and it was agreed he would discuss these with a local parish who had successfully created a quiet lane.

### **8.6 Integrated Transport Survey**

**Cllr Eastwood reported** that he would make contact with the consultant to see what they could offer.

## **9. PARKING:**

### **9.1 On Street Parking – including update on CPE**

**Cllr Eastwood reported** that there had been a good response from the parking survey so far. He reported that a resident was separately conducting his own campaign to make residents aware of on-street parking discussions and that he has agreed to share his results and to work with the Town Council over the issue.

**Cllr Eastwood noted** Cllr Jones seven points regarding the Town Council's approach. It was felt important to ensure the District Councillor was kept abreast of this issue. It was

also agreed that Cllr Eastwood draft a letter to ask other towns and parishes what their issues were to establish if there was common ground on which to base a campaign upon for a more locality based solution.

## **9.2 Off-Street Parking**

**The results of the parking survey** were noted and it was agreed for this to be repeated once Covid-19 restrictions had been relaxed. Cllr Jones reported that he understood the College had received the draft SLA and were seeking clarification over one point. It was agreed that Cllr Jones approach SCC to clarify the current situation.

## **10. NEW CAPITAL EXPENDITURE PROJECTS**

No new projects

## **11. PEDESTRIAN SAFETY INITIATIVES**

**Cllr Jones noted** that there was only one year left for the funds to be drawn down. It was agreed that the DTC write to SCC and ask for progress in the light of this deadline.

## **12. LIGHTING:**

### **12.1 Progress of dark spots in the town.**

**Cllr Eastwood reported** on the progress made recently. He had met the County Ecologist with the DTC on site and a quotation for an ecology report had been requested. Initial advice from the ecologist suggested that ground level lighting would be a solution and it was agreed that the DTC approach the contractors for a revised quotation based on this approach.

### **12.2 Conversion of sodium lights to LED for FTC owned street lights**

**Cllr Eastwood reported** that he had created a business case and that he had presented this to the Strategic Planning Committee for consideration. Cllr Eastwood also reported that he had spoken to SCC Lighting department who had offered useful advice on the process to replace the old lights with new LED lamps.

### **12.3 Risk assessment of FTC owned Street Lights**

**Cllr Eastwood reported** that he had investigated the issue and was drafting a risk assessment which he would then circulate to the Committee.

## **13. CORRESPONDENCE:**

### **13.1 Email from resident re based Sitwell gardens**

**It was agreed** the DTC would respond to the resident.

### **13.2 Email from resident re Bottle Bank**

**It was agreed** that Cllr Eastwood would investigate whether the area where the bins were located had signs urging people to be considerate and then draft a response.

### **13.3 Duck crossing**

**It was noted** that SCC had responded in the negative to previous requests and this would be relayed to the resident.

### **13.4 Email re Bee hives**

**The DTC** reported that he had spoken to the person who understood that this issue had been resolved.

### **13.5 Email regarding parking.**

**Cllr Carter asked** why ESC had adopted a 'one size fits all' approach for the district and Cllr Eastwood felt that it was because all the parking changes were covered by one TRO and individual solutions would require separate TROs. Cllr Jones noted that the conditions surrounding the Elms was covered by a service level agreement and it could be possible for the College to amend this to allow some areas of free parking for residents. It was agreed to consider this further next month when the results of the survey were to be analysed.

### **13.6 Email regarding parking.**

**It was agreed** the DTC would respond to the residents and invite them to join the proposed parking working group.

### **13.7 Email regarding the Elms Car Park.**

**It was agreed** the DTC respond and ask the person where they had learned that the Town Council had voted against resident's parking permits in The Elms car park as this was not the case and indeed had requested them on several occasions from ESC.

## **14. 2020/21 ACTION PLAN:**

### **14.1. Report of updated plan.**

**Cllr Eastwood reported** that he had updated the issues and would transfer these to the new format as soon as it is agreed and report back at the next meeting.

### **14.2 Suggestions for CIL Bids**

None.

## **15. HIGHWAY PROBLEM REPORTS:**

None reported.

## **16. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA:**

Add newsworthy items to agenda

Cllr Jones reported that the High School had begun using the car park in the new Saxtead Road estate but there were contractual issues that needed to be resolved.

### **16.1 Items to be reported on monthly update**

It was agreed that Cllr Eastwood report to the May Full Council on 8.2, link to Campsea Ashe station, 9.2 non-availability of residents' permits in the three public car parks and 12.2, conversion of street lamps to LED.

**17. NEXT MEETING:** Monday 24<sup>th</sup> May at 7:00pm The meeting concluded at 8:31pm.