

Draft Minutes of the **HIGHWAYS, RIGHTS OF WAY AND PARKING COMMITTEE Meeting held on MONDAY 25<sup>th</sup> July 2022 AT 7:00PM IN THE TOWN COUNCIL MEETING ROOM**

**1. APOLOGIES:**

Apologies were received and accepted from Cllr Mark Benbow

**2. PRESENT:**

Cllrs Eastwood (Chair), Jones, Dean and Culemann.

**3. IN ATTENDANCE:**

James Overbury (Deputy Clerk)

**4. DECLARATIONS OF INTEREST:**

None.

**5. MINUTES OF PREVIOUS MEETING.**

**HRP 2022-07-25 1 Cllr Eastwood proposed** that the minutes of the previous meeting be accepted as a true and accurate record, which was seconded by Cllr Dean with all in favour.

**6. PUBLIC COMMENT:**

None.

**7. HIGHWAYS:**

**7.1 Update on requests to ESC**

- 20mph zone
- ANPR/SIDS
- Taylor Wimpey Transport Strategy.

No progress due to the meeting with CCllr Burroughes being cancelled – this will be rearranged.

**7.2 S.I.D. – Data addition of graph to show average speeds**

**Noted.** It was agreed to monitor the graphs for a full cycle before considering how to publicise the data.

**7.3 Cost of new SID**

**It was agreed** to share these with Hatcher Components to see if they were willing to fund half the cost of a permanent SID outside their factory. The SAD committee would be asked to look to funding a new SID from CIL.

### **7.3.1 Broadwater Road**

To consider a new bracket for pole.

It was agreed to delay this decision until a response was received from Hatcher's.

### **7.4 Community bus transport: new publicity material received**

It was agreed to only replace/restore the signs at the stops where the Katch service ran from.

### **7.5 Footpath Warden:**

Cllr Williamson had been unwell and had resigned from the HRP committee. As a consequence the Committee felt that a call to the public be made for a replacement warden and volunteers. Cllr Eastwood will draft a note to be publicised.

### **7.6 Residents call for footpath along B1119**

**It was recognised** that there was little prospect for this to be taken forward until the land owner has decided it was time to develop the land along the route of the footpath. The path would be considered to remain in the revised Neighbourhood Plan.

**7.7 Issues Raised by Thomas Mills High School** – additional crossing, extending Saxtead Path, extending 30mph to Saxtead 30mph limit, and adding a 20mph speed limit outside the school.

All the issues raised were felt worthy of the Town Council's support. It was agreed that the DTC seek advice from SCC highways what the process should be to take them forward. In addition the DTC would ask Saxtead PC if they had taken any further steps to extend the footpath.

**Cllr Jones noted** that the existing footpath was being overgrown by undergrowth. He would take a photograph for the DTC to report to highways.

**The issue of grass and weeds** narrowing footpaths was considered and it was agreed to hold a working party on September 25<sup>th</sup> to address the foot path along Station Road. The DTC would draft some publicity for this.

### **7.8 EV Charging points**

No progress. It was agreed that the DTC continue to seek a collaboration with the Co-op.

## **7.9 Pigs Meadow**

### **7.9.1 Water ingress**

Cllr Jones reported that works had been done at the site and when the next heavy rain falls it would reveal if they had been successful.

### **7.9.2 Step to College road.**

Quotations were considered for the improvement and removal of a 'step' at the top of Pigs Meadow footpath. Cllr Jones confirmed that local CIL could be used and that the SAD Committee would consider it as an emergency payment due to the pressing need for a solution.

**HRP-2022-07-25 2 Cllr Eastwood proposed** to engage P Emeney to improve the Pig's meadow footpath at the College Road end for the price of £350.00. The funds to come from local CIL. This was seconded by Cllr Dean with all in favour.

## **7.10 Market Hill parking lines faded**

Quotations were considered to repaint the parking bays on the Market Hill car park.

**HRP-2022-07-25 3 Cllr Eastwood proposed** to engage GB Road Art to repaint the parking bay lines on market hill at a cost of £350.00 using budget 1908, which was seconded by Cllr Dean with all in favour.

It was agreed that the DTC contact ESC Parking Services for their help and advice. A Wednesday afternoon was felt to be the most cost effective and least disruptive time for the works to be done.

## **8. RIGHTS OF WAY:**

### **8.1 Integrated Transport Group – report on meetings.**

The most recent meeting had been cancelled and was being rearranged.

#### **8.1.1 Cycle Routes**

As above.

## **9. PARKING:**

### **9.1 On Street Parking**

**It was noted** that ESC were conducting a review on parking rules across the district. It was not clear how much this would relate to off street parking (in

terms of requesting that the free parking period on Market Hill be increased to one hour) but the DTC would ask the ESC parking services manager for details.

**It was noted** that the timescale for the new regulations – and this includes the extension of double yellow lines the Town Council had requested - had been extended to March 2023. As the additional parking restrictions in the town had been agreed with ESC in 2018 the length of time was disappointing. It was agreed to put this issue on the next agenda and to consider whether the Town Council should apply for a TRO to have the double yellow lines on Fore Street and Double Street painted in advance of ESC delivering their ambitions.

## **9.2 Off Street Parking.**

No business or progress.

### **9.2.1 Parking revenue from Mkt Hill**

**It was noted** that there had been no payment nor reply to the recent email to the lead officers at ESC. Cllr Jones would circulate the terms of reference with a view to seeing what is the right course of action in the case when one party is in breach of the terms. It was agreed the DTC escalate the issue by writing to DCllr Cook asking for his intervention and requesting he too asks for answers to the Town Council's request for information and progress from ESC.

The DTC would check with the RFO to see if any payment had been made recently.

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

- Pig's meadow improvements
- Repainting the white lines on Market Hill

## **11. PEDESTRIAN SAFETY INITIATIVES**

The DTC had contacted SCC who had advised him that they would try and establish what was the delay.

## **12. LIGHTING:**

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

**It was noted** that the DTC had not been able to speak directly to the contractor. It was agreed to write formally to them and to state that unless a firm start date was forthcoming by 12<sup>th</sup> August then the Town Council would cancel the works and request the deposit is repaid.

## **12.2 Castle Car Park and SMR Car Park.**

**It was understood** that development of the SMR car parking area may be reduced as a result of a funding shortfall. A quotation was expected for an off grid solar powered solution for the Castle Car Park, and would be considered at the next HRP meeting.

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

The works were currently ongoing and would hopefully be finished by the end of August.

## **13. CORRESPONDENCE:**

### **13.1 Itr and petition from residents in Norfolk Crescent regarding poor parking.**

**This was noted.** Cllr Eastwood would investigate the location and the DTC would ask the local PCSO for support.

13.2 From PC Simon Green re motorcycle accident – noted.

13.3 From SCC re led lamp conversion – noted

13.4 From resident re new estate street lamps staying on all night. It was agreed the DTC write to the managing agents seeking their co-operation in fitting time switches.

13.5 From resident re delivery vans parking outside 221 Bakers during peak times (08:45) and causing problems

13.6 From resident re parking fine. It was noted the DTC had responded and urged the person to appeal.

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

**Cllr Eastwood reported** that he had made some suggestions to the Clerk for additions.

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

Pigs Meadow improvements - £340.00

New SID – less than £5k.

## **15. Rights of Way Walk**

On schedule for Saturday July 30th.

## **16. HIGHWAY PROBLEM REPORTS:**

**The DTC had contacted** the owners of the dwelling on Fore Street with the unfinished step and asked them to make it less of a trip hazard.

**17. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA:**

None.

**18. NEXT MEETING:**

No meeting in August – next meeting Monday 12<sup>th</sup> September.

The meeting closed at 8:46pm