

**DRAFT Minutes of the HIGHWAYS, RIGHTS OF WAY AND PARKING COMMITTEE Meeting held on MONDAY 14<sup>th</sup> November 2022 AT 7:00PM IN THE TOWN COUNCIL MEETING ROOM**

**1. APOLOGIES:**

Cllr Bennett was not present.

**2. PRESENT:**

Cllrs Eastwood (Chair), Benbow, Culeman, and Dean.

**3. IN ATTENDANCE:**

J Overbury Deputy Clerk

**4. DECLARATIONS OF INTEREST:**

None.

**5. MINUTES OF PREVIOUS MEETING.**

**HRP-2022-11-14 1** Cllr Eastwood proposed that the minutes of the previous meeting be accepted as a true record, which was seconded by Cllr Dean with all in favour.

**6. PUBLIC COMMENT:**

None.

**7. HRP Budget 2023-24**

Noted.

**8. HIGHWAYS:**

**8.1 Update on requests to ESC (see item in correspondence)**

- 20mph zone

The DTC reported that he had not heard from CCllr Burroughes and would remind him about the request for a meeting. The DTC would also ask CCllr Burroughes for his help in finding a relevant officer at SCC to discuss various issues.

- ANPR/SIDS

The DTC reported that the application had been acknowledged and that a site visit was expected.

- Taylor Wimpey Transport Strategy.

The DTC thanked Cllr Eastwood for his thoughts on the letter and was waiting for the Chair of the PAE's comments before sending the letter.

- **Fairfield Road Traffic Lights**

Cllr Eastwood reported that it was still the understanding that the works would be completed by Christmas.

## **8.2 S.I.D**

See reports and email from resident 14.1 and ppt from Cllr Bennett

Sid data noted. It was agreed that Cllr Benbow would review the powerpoint created by Cllr Bennett and report back to the next Committee.

### **8.2.1 Broadwater Road**

**Cllr Eastwood reported** that a resident had offered to fund half the cost of a new SID to be placed outside Hatcher Components.

It was noted that there were no funds available for this is the current year's budget. The DTC would advise the resident that unless they were willing to fund all of the cost then the issue would have to be reconsidered in the next financial year. It was agreed Cllr Eastwood and the DTC seek to meet the person to discuss options.

## **8.3 Pigs Meadow**

### **8.3.1 Water ingress**

**Cllr Eastwood noted** that works appear to have taken place on the water leak.

### **8.3.2 Step to College road.**

**The DTC reported** that the works had been completed and the invoice paid.

## **8.4 Market Hill parking lines**

**Cllr Eastwood reported** that the Conservation Officer had approved blue lines to delineate the pay and display spaces and that ESC were working on a design to take the project forward. The DTC would seek to progress the matter.

## **8.5 Quiet Lanes – to consider report by resident.**

Deferred to next meeting.

## **9. RIGHTS OF WAY:**

### **9.1 Broken Cycle Rack by Castle Inn**

**HRP-2022-11-14 2 Cllr Eastwood** proposed to spend £64.00 from budget 1906 on a replacement bike rack for the Castle Pub area, which was seconded by Cllr Culemann with all in favour.

## **10. PARKING:**

### **10.1 On Street Parking**

No business.

### **10.2 Off Street Parking.**

No business.

#### **10.2.1 Parking revenue from Mkt Hill**

**The email from ESC was discussed.**

**HRP-2022-11-14-3 Cllr Culemann proposed** that the Town Council to begin the dispute resolution process, as outlined in the service level agreement, with immediate effect, which was seconded by Cllr Eastwood with all in favour.

It was agreed that Cllr Culemann and DTC prepare the draft communication.

## **11. NEW CAPITAL EXPENDITURE PROJECTS**

None.

## **12. PEDESTRIAN SAFETY INITIATIVES**

### **12.1 Pembroke Road**

**It was agreed** that the DTC ask SCC for a description of their proposed public consultation.

### **12.2 Saxtead Road**

**The DTC reported** that he had received letters of support from both TMHS and Saxtead PCC.

#### **12.2.1 Feedback from SAD position on CIL funds usage**

**Cllr Eastwood reported** that ESC had confirmed that District Cil could not be used for a traffic survey.

**It was agreed** that the DTC write to TMHS and Saxtead PCC advising them of the ESC decision and to ask if figures on the number of people who would benefit could be made available.

It was noted that a very rough estimate for the works was between £150K and £200K.

### **13. LIGHTING:**

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

**HRP-2022-11-14 4 Cllr Eastwood proposed** to recommend to Full Council to accept the quote from Like Electrical to fit six more lights on Pig's meadow for the sum of £2,500 + VAT from the LED light replacement underspend (EMR 356), which was seconded by Cllr Culemann with all in favour.

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

**The DTC reported that SMR was to have at least one light.**

**The DTC reported** that he was working on securing the various permissions required and had spoken to Historic England for advice.

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

It was noted that the contractor had advised that the works would be completed on December 5<sup>th</sup>.

Supply issues

It was agreed that the DTC seek quotations (including from SCC) from suppliers of electricity for the street lamps.

Phone number for public to report methodology

It was agreed that FTCs telephone number needs to be attached to the lamps in case of failure and the cheapest and easiest solution was to use 'P-Touch' plastic labels stuck over SCC's number.

#### **13.3.1 Street lighting maintenance contract 2023 onwards**

**It was agreed** that the DTC seek quotations for a new company to deliver street lighting maintenance.

### **14. CORRESPONDENCE:**

Noted.

## **15. 2020/21 ACTION PLAN:**

No changes.

### **15.2 Suggestions for CIL Bids**

None.

## **16. Rights of Way Walk**

**Cllr Eastwood advised** that the next walk would be on Saturday January 7<sup>th</sup> 2023

## **17. Review of Risk Assessments:**

### **17.1 ROW Walks**

**HRP-2022-11-14 5 Cllr Eastwood** proposed to recommend to Full Council that the Risk assessment be adopted, which was seconded by Cllr Dean with all in favour.

### **17.2 Volunteer activities/Footpath Warden**

**HRP-2022-11-14 6 Cllr Eastwood proposed** to recommend to Full Council that the Risk assessment be adopted, which was seconded by Cllr Dean with all in favour.

### **17.3 SID**

**HRP-2022-11-14 7 Cllr Eastwood proposed** to recommend to Full Council that the Risk assessment be adopted, which was seconded by Cllr Culemann with all in favour.

## **18. HIGHWAY PROBLEM REPORTS:**

### **18.1 From Framlingham College re lighting on Pedestrian Crossing by college**

**It was agreed** that the DTC and Cllr Eastwood seek a meeting with the College to discuss the issue

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

**The DTC reported** on the efforts by a resident to control weeds on the footpaths.

A letter from a resident regarding Pembroke Road would go onto the next agenda.

## **20. NEXT MEETING: Monday 14<sup>th</sup> December 7:00pm**

**The meeting concluded at 8:43pm.**