

**Draft Minutes of the Rights of Way, Highways and Lighting Committee meeting held on  
Monday 13<sup>th</sup> March 2017 at 10 Riverside at 7.00pm**

**1. Apologies:**

Apologies were received and accepted from Cllr S Bennell

**Present:**

Cllr L Barrett (Chair), Cllr L Clouting, Cllr S Garrett and Cllr J Jones

**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 Barrett proposed the minutes of the previous meeting held on Monday 13<sup>th</sup> February (circulated in draft form prior to the meeting) were approved as an accurate record, which was seconded by Cllr Clouting, and with one abstention, all were in favour.

The Chairman signed the minutes.

**4. Public Comment:**

None.

**5. Rights of Way:**

Cllr Garrett reported that he had met with Dennis Tattoo at Thomas Mills High School regarding the proposed TMHS Charity Walk to be held on 13<sup>th</sup> May, and had advised Mr Tattoo on the Town Council Grant application process. Mr Tattoo had advised that no road closures would be necessary and Road Marshalls, supplied by the School, would be strategically placed around the course. Participants would have a choice of a 5km, 10km or 20km walk, which was still to be finalised. It was hoped to raise £20,000 in sponsorship, which would be divided equally between the school and the East Anglian Children's Hospice. The Town Clerk advised that she had circulated the information pack sent by the school via email.

**6. Highways:**

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

The Town Clerk reported that she had contacted SCC Highway to confirm the Town Council's intention to proceed with the Pedestrian Crossing in Station Road which had been agreed at the Full Council Meeting on 2<sup>nd</sup> March. A response on the exact location and timescale was awaited.

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

The Town Clerk reported that she had contacted Vic Stanbrook as requested, and he had provided information and advice which was noted. After some discussion, a simple black hoop design was agreed as the preferred choice, with four hoops being located on the pathway outside Clarke & Simpson and 3 outside Paddy & Scott's. It was felt the area behind Paddy & Scott's in New Road was unsuitable. The Town Clerk advised that the work to install the cycle rack/s on the highway would need to be carried out by suitably qualified contractors. The width between each rack and the exact location would need to be agreed with SCC Highways.

Cllr Barrett agreed to measure the area and take photos to assist the Town Clerk. The Town Clerk was requested to write to Clarke & Simpson, Paddy & Scott's and 221b advising of the proposals to see if there were any objections. She would also investigate the cost, fitting options and spacing requirements for the cycle racks and contact the Conservation Officer and SCC Highways with the revised proposals and report back to the next meeting.

It was noted that a request for a charging point for electric bikes had been suggested.

➤ **Speeding in Woodbridge Road and record of incidents**

Cllr Barrett reported that an email had been received from Suffolk County Council confirming that they would be undertaking a bi-directional traffic speed and count survey on the B1116 Woodbridge Road near Broadwater.

➤ **Traffic Regulation Order 2017:**

The Town Clerk reported that the SCC Engineer, had discussed the issue of Fore Street with David Chenery (SCC) and would shortly be undertaking some investigations.

It was noted that a letter had been received from Val & Ken Musgrave expressing concerns relating to parking in the town and their disappointment that the TRO for Fore Street had been refused.

### ➤ **New Speed Indicator Device Pole in College Road**

The Town Clerk reported that she had contacted Framlingham College who had responded advising that they had no objection to the proposed new SID pole in College Road, which had been passed to SCC in order that the work to install a new pole could proceed.

### **7. Parking:**

The Town Clerk reported that representatives of Sir Robert Hitcham's Primary School had requested a meeting with the Town Council to discuss parking and speed limits in New Road. The Town Clerk was requested to set up a meeting with the school, and Cllr J Jones and Cllr Barrett agreed to attend.

### **8. Lighting:**

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

The Town Clerk reported that she had provided further information to Watsons Property Management, who had agreed to carry out a site visit.

### **Suffolk County Council**

It was noted that the street lighting report, inventory and costs for lighting maintenance and energy for the period 1 April 2016 to 31 March 2017 was just over the £4,000 budget at £4,145.20. The Town Clerk/RFO advised that the increase would need to be taken into account when setting the next budget.

### **9. Correspondence:**

#### **Suffolk Coastal District Council 14/03**

SCDC had requested six road names for the Fairfield Road site. The Town Clerk had circulated the map of roads on the site and suggestions put forward by members of the public to all Councillors. It was noted that there appeared to be seven roads on the map. After some discussion, it was agreed to put forward the following road names, as all had a long standing connection to the town.

Ashwell Avenue

Coopers Close

St John Way

Baines Way

Verow Road

Tett Terrace

Briscoe Road - if a seventh name was required.

### **10. 2016/17 Action Plan:**

Cllr Barrett confirmed the Action Plan had been publicised on the website.

### **11. Highway problem reports and responses from SCC :**

None.

### **13. Matters of report or items for next agenda:**

#### **Communication with the Public: Items for newsletters:**

Fairfield Road names

#### **Matters of Report:**

Cllr Barrett reported that a meeting had been organised with David Chenery (SCC), Kerry Blair (SCDC), and Carolyn Barnes (SCDC) to discuss Resident Parking Permits on Tues 21<sup>st</sup> March. Cllrs J Jones, Tanner, Barrett and the Town Clerk would attend.

Cllr J Jones reported that a follow up meeting was also being arranged with the above representatives regarding the Parking Strategy and suggested combining the two together if possible, which was agreed. The Town Clerk would contact SCDC to arrange and invite Cllr Carol Poulter to attend

### **14. Next meeting:**

**Monday 10<sup>th</sup> April 2017 at 7.00pm**

Meeting closed at 8.00pm