

**Minutes the Rights of Way, Highways and Lighting Committee Meeting held on  
Tuesday 27<sup>th</sup> November 2018 in The Cell, The Old Court House, Bridge Street at 7.00pm**

**1. Apologies:**

Apologies were received and accepted from Cllr D Beal.

**Present:**

Cllr P Collins, Cllr C Eastwood (Chairman), Cllr J Jones, Cllr J Simpson.

**In attendance:**

Mrs E Coe (Town Clerk/RFO) and Mr J Overbury (Deputy Town Clerk)

**2. Declarations of Interest:**

None.

**3. Minutes of previous meeting:**

Cllr Eastwood proposed the minutes of the previous meeting held on Monday 19<sup>th</sup> November 2018 (circulated in draft form prior to the meeting) be approved as an accurate record, which was seconded by Cllr Simpson with all in favour.

The Chairman signed the minutes.

**4. Public Comment:**

None.

**5. Parking. To consider update on Parking Strategy and recommendations to Full Council**

**5.1 Elms Car Park Extension**

Cllr Jones updated the Committee on the progress of the Working Group. Cllr Jones requested that the Committee should note at the Full Council Meeting on 6<sup>th</sup> December that following consultation with the Environment Agency, Suffolk Wildlife Trust and Historic England that the Parking Working Group and the Rights of Way, Highways and Lighting Committee have concluded that extending the Elms Car Park onto land north of the existing car park, and therefore land now confirmed to be part of a Scheduled Ancient Monument would not be appropriate and therefore will not proceed. This was accepted by The Committee. The Town Clerk queried whether this should be a recommendation to Full Council and following some further discussion it was agreed to note the above at the next Full Council Meeting.

**5.2 Residents Parking Zones**

Cllr Jones reported on the progress of the Residents Parking Zone in the town centre. SCDC had asked for a copy of the procedure prepared by the Working Group and had reported back that they were happy with it and would adopt the principles in CPZ proposals in the East Suffolk Parking Plan. They had also amended it so that it was an 'on line' process which took the administrative burden away from the Town Council.

The amendments suggested were felt to be appropriate and were to:

- Expand the RPZ along the wall by the Castle Pond along Castle Street (creating a further two places)
- Continue the RPZ along both sides of the unrestricted sections at the top of Fairfield Road.
- Proposed operating hours were to be 09:30-16:30 and with the option of using the two-hour extension available to the Town Council, it was felt best to finalise this at 09:30-18:00. It was noted that the Town Council will have the opportunity to extend the RPZ to a full 7 days, but this had yet to reach a recommendation and would be subject to consultation. It was agreed that Cllr Jones would take this back to SCDC to progress.

**5.3 Off Street Parking Charges**

Cllr Jones reiterated the objectives of the off-street parking charges:

- Reduce car traffic and encourage other forms of transport
- Reduce 'all day' parking in the town centre
- Provide parking for the 'short term' user
- Enforce parking rules and reduce parking abuse
- Manage the introduction of Civil Parking Enforcement at no additional cost to The Council

Cllr Jones recommended a proposal for the next Full Council Meeting that The Town Council progress 'off street' (Public car parks) changes included in the Framlingham Parking Strategy to implementation stage this will include:

- Negotiate and implement a Service Level Agreement between SCDC/Norse and Framlingham Town Council for Market Hill
- Facilitate the negotiation and implementation of a Service Level Agreement between SCDC/Norse and Framlingham College for The Elms car park.
- Agree and implement a time ticket display parking policy with an identical scale of charges (tariffs) for both The Elms and Fore Street car parks.
- Introduce 'free for 1 hour' time ticket display parking policy with a fixed tariff for a second hour and a time related no return policy on Market Hill car park.
- Implement Civil Parking Enforcement, managed by SCNorse, on all public designated car parks.

The recommendation was seconded by Cllr Collins with all in favour.

The meeting closed at 8:10pm