

**Minutes of the Rights of Way, Highways and Lighting Committee meeting held on  
Monday 17<sup>th</sup> September 2018 in The Cell, The Old Court House, Bridge Street at 7.00pm**

**1. Apologies:**

Apologies were received and accepted from Cllr S Garrett.

**Present:**

Cllr D Beal, Cllr P Collins, Cllr C Eastwood (Chairman), Cllr J Jones and Cllr J Simpson

**2. Declarations of Interest:**

None.

**3. Minutes of previous meeting:**

Cllr Eastwood proposed the minutes of the previous meeting held on Monday 16<sup>th</sup> July 2018 (circulated in draft form prior to the meeting) were 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. Rights of Way:**

**5.1 Annual review of rights of way walks Risk Assessment**

Cllr Eastwood volunteered to conduct the Risk Assessment, which would be reported back to the next meeting prior to approval by Full Council.

**5.2 Footpath from Fairfield Road development to Fore Street:**

Most Councillors had walked the route and were in favour of improving its surface. The DTC was asked to check with Debbie Adams at SCC highways if this would fit in with their strategy before asking Taylor Wimpey to help in some way (either financially or practically) and then contact Flagship Housing for permission as part land owners.

**6. Highways:**

**6.1 Pedestrian crossing in Station Road – Section 106 agreement:**

SCC had written to the Town Clerk advising of the process for this to be installed. It was hoped this would be in November.

**6.2 Pembroke Road ‘H’ marking:**

Following CCllr Burroughes funding the painting of the H Marking, SCC have placed it on order and it was overdue for painting. The DTC was asked to raise this with Denise Mortimer from SCC Highways.

**6.3 Cycle racks:**

It was noted that the new racks had been installed and were being used.

**Broken/missing Racks:**

The DTC provided photographs of the broken and/or missing Cycle Racks. It was agreed that they should be replaced. The DTC was requested to contact SCC, as owners of the racks, to see if they would replace them.

**2 Additional cycle racks requested outside Chemist:**

Following requests received, it was agreed to look into the acquiring two new cycle racks outside the Chemist. The DTC was requested to obtain quotes for their purchase and installation, to be considered at the next meeting, and to seek approval from the Landowner.

**6.4 S.I. D:**

The data from three locations was discussed. The large increase in vehicle numbers over the past year was noted and this would be monitored closely on the other locations over the next few months.

**Annual Review of SID Risk Assessment:**

Cllr Eastwood Volunteered to conduct the SID Risk Assessment Review which would be reported back to the next meeting prior to approval by the Full Council.

## **6.5 Traffic Regulation Order (TRO) Fore Street and Double Street:**

Cllr Eastwood reported on the meeting with Denise Mortimer, SCC Highways Engineer held on 13<sup>th</sup> September. The DTC was asked to confirm with Denise the exact locations of the proposed double yellow lines and agree the Town Council's priorities for TROs. This list was attached to the minutes. Each proposed TRO would need to be costed and then included in the budget if approved by the Town Council. Cllr Eastwood also reported that Denise had told them that residents can apply and pay for TROs of their own. Cllr Eastwood and the DTC accepted the invitation to visit SCC Highways Office in Halesworth, meet the team and learn how their process works. Cllr Jones reported that Framlingham is to be one of the pilots for Civil Parking Enforcement (CPE) and that the consultant working with SCDC, Alistair Turk, would include in one of his TROs the creation of a Residents' Parking Zone (RPZ) in the town centre area. There was some debate as to whether the consultation required by law would also suffice for the consultation on other TRO's the Town Council was considering, and whether any of the Town Council's TRO plans could be included in the TRO being planned for the RPZ. The Town clerk and Cllr Jones confirmed that the Fore Street/Double Street TRO would have to be separate.

## **6.6 Civil Parking Enforcement (CPE) – survey of existing signs and lines.**

Following the investigation and annotation of the existing street markings by the members of the Planning Committee, SCC Highways had responded favourably. All the amendments that had been noted by the Councillors had been accepted and included in SCC's work plan. The DTC was asked to find out when the repainting of the lines was to happen.

## **6.7 Grit bins.**

Cllr Eastwood outlined the new guidelines required by SCC to request new locations for grit bins.

### **Requests for new Grit bins:**

Cllr Eastwood proposed that two replacement bins be purchased, one for Castle Brooks and one replacement; the two broken ones can hopefully be cannibalised to make one good one, seconded by Cllr Beal with all in favour. This would leave £300.00 in the budget for any further new grit bins to be considered at the January meeting. Locations already requested were Bibby's Way and Clarke Drive. Cllr Beal noted that as the Taylor Wimpey development was on a slope that there may need to be bins provided there in the future.

The DTC would start the process with SCC highways for a new bin to be located in Castle Brooks.

### **Grit bin issues – broken and missing lid :**

**See above.**

## **6.8 Bridge Street Bus Shelter.**

SCC have offered \$106 money to install an electronic solar powered bus information system at the Bridge Street stop. It was felt that it was a higher priority for all the bus stops in the town to be updated with raised kerbs than for this electronic system to be installed. The DTC was asked to reply to SCC asking whether the \$106 money to be diverted to these improvements.

## **7. Parking.**

### **7.1 Parking Working Group report.**

Cllr Jones reported on the group's work over the summer. He also reported that the engineers looking at the Elms Car Park extension had reported that they had no concerns about drainage.

### **7.2 Response from SCDC regarding questions raised in the ESAPP Consultation.**

It was felt that the news from SCDC that CPE was to be delayed was unacceptable, as it would leave a void in parking enforcement from the time the Police stopped being responsible (April 2019) to when the new civil body took over in 2020. It was felt important to explore whether a stop gap solution could be found. The Town Clerk would ask Sgt Beresford whether the Town Council could bid for or pay for some PCSO time for temporary enforcement. This would be reported back to the next meeting and then a recommendation would be made to the Full Council.

## **8. Lighting.**

### **8.1 Victoria Mill Road light new light .**

It was noted that this was supposed to have been erected the week before the meeting but the light had not been installed as expected and the Town clerk had pursued this matter.

## **9. 2018/19 Action Plan.**

### **Updates:**

None reported.

## **10. Correspondence.**

### **10/1**

An email from a resident in Pembroke Road about the ongoing traffic problems in the road was discussed. The resident proposed that Pembroke Road should become one way. Cllrs Collins, Eastwood and the DTC had met the resident (and other neighbours) the week before with Denise Mortimer of SCC Highways on location. The one-way solution, imposing a weight restriction and other ideas were discussed. Photographs of buses mounting the pavement were shown which were useful, and the DTC was asked to thank the resident in his response to him and ask for copies of any other photographs they took illustrating the issues in the future. SCC highways felt there was no 'magic bullet' to solve the problem. Most proposed solutions would require TROs and significant expenditure. However, it may be that a series of smaller acts may at least alleviate the situation. It was decided to write to the School, and the bus companies asking what their routes to and from the school were. The bus companies could then have the situation explained to them and be asked to find an alternative route (along the A1120 and via Saxtead) if this was practical. The College was to be asked if they would consider removing the walls outside no 16 to create more parking spaces and free up road space. Denise Mortimer would be reporting back to the DTC with any other solutions she felt were possible.

### **10/2**

A letter had been received by a resident suggesting that double yellow lines be painted on both sides of the road approaching the corner at the end of Saxmundham Road. This would make that corner safer. The DTC was asked to consult with SCC Highways if this matter could be referred to their committee which looks at road safety and inform the resident that this is what the Town Council was doing.

### **10/3 Thomas Mills High School.**

The response to letter sent to Thomas Mills High School regarding parking issues in Kings Avenue was noted.

## **11. Highway problem reports:**

The Town Clerk reported on a number of issues:

An unwanted Vehicle in Saxmundham Road had been removed and the resident affected had thanked the Town Council.

An email requesting that litter bins be installed on Castle Meadow had been received and the Town clerk had forwarded the content of the email to English Heritage. EH had responded advising of reluctance to install bins but would ask its staff to litter pick the area every day.

There had been more reports of glass on the Pigs Meadow footpath. SCC had investigated this on 1<sup>st</sup> August and were looking at a longer-term solution.

The police had written to or visited a number of people who had parked on double yellow lines on Bridge Street following photographic evidence being given to them.

The manhole cover in the elms car park had broken and this was being repaired by Flagship.

SCC had been advised that there were more reports of people driving the wrong way down Church Street after leaving the Castle. The DTC was asked to consult with SCC highways about angling one of the signs better, cleaning the other sign and removing branches that were obscuring it and making sure that the 'No Entry' painted on the road was freshly painted.

**12. Matters of report or items for next agenda:**

Budget 2019/2020

**13. Next meeting:**

Monday 15<sup>th</sup> October 2018 at 7.00pm

The meeting concluded at 8:35pm