

**DRAFT Minutes of the HIGHWAYS, RIGHTS OF WAY AND PARKING
COMMITTEE**

**HELD ON MONDAY 13th September 2021 AT 7:00PM IN THE TOWN COUNCIL
MEETING ROOM**

1. APOLOGIES:

None.

2. PRESENT:

Cllrs P Collins, P Dean, J Culemann, C Eastwood, (Chair) J Jones N
Williamson.

3. IN ATTENDANCE:

Mr James Overbury, Deputy Town Clerk, CClr Burroughes and five members
of the public.

4. DECLARATIONS OF INTEREST:

None.

5. MINUTES OF PREVIOUS MEETING held on MONDAY 12th July

HRP 21-09-13 1 Cllr Eastwood proposed that the minutes of the previous
meeting be approved as an accurate record, which was seconded by Cllr
Jones and with two abstentions due to absence all were in favour.

6. PUBLIC COMMENT: The Chair adjourned the meeting for public comment.

One member of the public spoke in support of a 20 mph speed limit in the
town. She also asked what the Town Council did with the data from the
Speed indicator device, urged the Town Council to look at parking and traffic
matters in the widest sense possible, and hoped it would do something to
address the parking situation in the town. She concluded by urging the Town
Council to address the issue of overhanging branches and hedges along the
town's footpaths.

Cllr Eastwood replied that many of the items she spoke about were on the
agenda and added that the Town Council monitors the data from the speed
indicator device.

Another member of the public also urged the Town Council to look at parking
and traffic flow in the round and to work with others to find solutions. He

urged the Town Council to look at a park and ride solution, and to lobby for a restriction of HGVs through the town.

Cllr Eastwood confirmed that the Town Council was working with and would continue to work with all interested groups to address the traffic and parking situation and said that the Town Council was awaiting East Suffolk Council's proposals for on street parking, which had been delayed. Once this had been received it would be publicised widely and there would be a period of consultation.

6.1 Discussion with representative from English Heritage re parking

The Manager of the Castle told the meeting that the Castle attracts around 100,000 people a year and this had a significant impact on parking. It could attract more people but the present parking infrastructure made that difficult. She agreed that working together would be vital and offered her support to look at plans and seek funding for proposals. She felt that a park and ride scheme may be a solution. She concluded by voicing support for the Theatre planning application and was considering offering the Castle Car Park on occasions for its use.

Cllr Jones asked what the capacity of the Castle Meadow was for parking. The manager of the Castle replied that this was not a solution to the parking issue.

6.2 CCllr Burroughes – discussion re changes to traffic regulations for town centre.

CCllr Burroughes began by reporting that he had been contacted by a number of residents who were concerned with parking and traffic safety. He reminded the meeting that he was arranging a speed and safety summit to look at the issue. He said that everything was on the table and would work with the Town Council to address the issues. The issues of a 20mph speed limit and the control of HGVs through the town centre should be worked through with the County Council and to work with the programmers of satellite navigation systems. He felt a holistic approach would be the best way and wanted to learn and work with the Town Council

Cllr Eastwood said that he agreed a joint approach and meeting would be the best way forward and asked the Deputy Clerk to arrange this. He continued by reminding CCllr Burroughes that the Town Council has already asked him regarding the loan of Automatic Number Plate Recognition speed cameras, (ANPR) but the Deputy Clerk would follow this up with a formal request. Cllr Eastwood informed the meeting that he had met with the police and had agreed with them on a number of sites for both a speed watch and ANPR devices, and the Deputy Clerk would share the information with CCllr Burroughes.

Cllr Jones commented that in the past the Town Council had worked effectively with the County Council over pedestrian improvements and hoped

that this would continue. Cllr Eastwood added that the Town Council had been advised that the County Council had asked for £11,000 to produce the quotation and specifications for a pedestrian safety measure and this had surprised the Town Council, and asked CCllr Burroughes if he could help explain this cost for a quotation. CCllr Burroughes requested to see the email trail and it was agreed the Deputy Clerk would forward this to him. CCllr Burroughes concluded by stating that he thought the park and ride suggestion was worth examining in greater detail, and would be glad to help the Town Council with that.

7. HIGHWAYS:

7.1 20 mph limit in centre of town

Cllr Eastwood noted that this was to form part of the joint meeting being set up. It was noted that it was understood that the Police in Suffolk do not enforce the limit.

7.2 ANPR/additional SIDS

It was agreed that the Deputy Clerk would send a formal request to CCllr Burroughes, with the locations approved by the Police.

7.3 S.I.D. – Data

The data was noted and it was confirmed that the traffic levels were back to pre-covid levels.

7.4 Community bus transport - Update on link to station.

This was noted. It was agreed that a link to the report would be put on the website if possible and that the CEP committee would be asked to increase publicity. The Deputy Clerk would raise this as a matter of report at the following evening's CEP meeting.

7.5 Taylor Wimpey Transport Strategy

The Deputy Clerk reported that he had made a number of attempts to contact Taylor Wimpey to discuss the strategy without success. It was agreed he would send the details to CCllr Burroughes to see if he could help.

7.6 Bus stop improvements

The Deputy Clerk advised that these were on order but works had not started yet. He added that SCC had offered to fund the replacement notice boards in the Bridge Street Bus stop.

7.7 Pavement issues – Mobility scooters and wheel chairs

Cllr Eastwood reported that he had been around the town with a person on a mobility scooter and would be preparing a report on his findings. Cllr Jones would also confer with a person he knew who used a mobility scooter. It was agreed that the Deputy Clerk would investigate the footpaths around the Elms and report any defects to the owner.

7.8 Suggestion to create a volunteer/Warden for footpaths and potential for volunteers to keep paths clear.

The Deputy Clerk explained that as long as a risk assessment was conducted for any jobs then the activity would be covered by the Town Council's insurance.

Cllr Williamson volunteered to act as the Warden and Cllrs Jones, Eastwood and Collins volunteered to assist him. The Deputy Clerk would attempt to reinstate contact with the County Council Highways Liaison Engineer.

7.9 Winter 2021/22 ice clearing preparations.

It was agreed that Cllr Williamson would investigate whether and at what cost push along gritting devices could be rented for a short period.

7.10 Integrated Transport meeting – 10:00 20th September 2021

The date was noted.

8. RIGHTS OF WAY:

8.1 Pigs Meadow erosion

It was agreed that Cllr Jones would investigate to see if any works had been done at the location, and would report back to the next meeting.

9. PARKING:

9.1 On Street Parking

Cllr Eastwood reported that the Town Council was still awaiting ESC's proposals.

9.2 Off Street Parking.

Cllr Eastwood reported that a meeting had taken place with the new Bursar at the College where the Elms had been discussed but there had been no developments from ESC.

10: NEW CAPITAL EXPENDITURE PROJECTS

None.

11. PEDESTRIAN SAFETY INITIATIVES

11.1 To consider the quotation from SCC highways for the design and quotation for investigations, site visits, design works, safety audits and job pack at Pembroke Road/Mount Pleasant £11,031.00. See email attached.

It was agreed that the Deputy Clerk would ask for this quotation to be broken down into its components and would copy Cllr Burroughes into the correspondence.

Cllr Williamson would investigate if an alternative quotation could be raised from a different source.

12. LIGHTING:

12.1 Progress of dark spots in the town.

12.1.1 To consider how to proceed with quotations for the new lights on Pigs Meadow and the Fens – plan to overcome technical issues

It was agreed that the Deputy Clerk would ask the contractors who had quoted for the works if they could install Bluetooth controllers for the lights and also the legal implications (with regard to risk) of the Town Council controlling the switching of the lights.

12.2 Conversion of sodium lights to LED for FTC owned street lights

To consider results of Tenders received and consider a short list of companies to proceed further and to discuss technical issues of project.

It was agreed to defer this to the October meeting as the date for the end of the tender had not been passed.

13. CORRESPONDENCE:

13.1 Email regarding cost of Market Hill Closure.

Cllr Jones would look at the draft SLA to see what the charges would be after it was signed – and share the SLA with Cllr Culemann. Once the charges were known the Deputy Clerk would respond to the correspondent.

13.2 Email from resident regarding the state of the footpaths.

It was agreed the Deputy Clerk would respond and thank the resident for his analysis and report, and to ask them to meet members of the Committee. It

was also agreed that Cllr Williamson would contact the Ramblers Association to see if they could offer advice on rectifying faults and obstructions.

13.3 Email regarding parking on Badingham Road.

It was agreed the Deputy Clerk would respond to the person and advising that the Town Council was aware of the issue and to advise the person of the meetings being planned with the Castle and the higher authorities.

13.4 Email regarding cars parked on the pavement in Double Street.

The Deputy Clerk advised that he had already advised the resident on how to report the issue.

13.5 Email regarding the use of the parking bay in Church Street for delivery vehicles.

It was agreed the Deputy Clerk would respond to the person advising of the forthcoming proposals for on street parking and advising that there would be a period of consultation open to them.

13.6 Email containing a copy of a letter sent to Dan Poulter MP regarding cars parked on double yellow lines in Double Street.

It was agreed that the Deputy Clerk would report the poor state of the lines and call for them to be repainted.

14 RIGHTS OF WAY WALKS 2021

It was noted that the next one was scheduled for October 2nd.

15 2020/21 ACTION PLAN:

No changes

15.2 Suggestions for CIL Bids

None.

16 HIGHWAY PROBLEM REPORTS:

16.1 Victoria Mill Road drain

The DTC reported that he had met the SCC inspection officer and it was understood that this was now due to be emptied again.

17 MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA:

For next agenda – update on planning proposals for the land adjacent to Sitwell Gardens.

18 NEXT MEETING: Monday October 11th 7:00pm

The meeting concluded at 9:19pm.