

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

Held on **MONDAY 13th December 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), and N Williamson.

3. IN ATTENDANCE:

James Overbury Deputy Town Clerk, and one member of the public.

4. DECLARATIONS OF INTEREST:

None.

5. MINUTES OF PREVIOUS MEETING.

HRP 21-12-13 1 Cllr Eastwood proposed that the minutes of the previous meeting be accepted as a true record, which was seconded by Cllr Culemann with all in favour.

6. PUBLIC COMMENT:

The member of the public informed the Committee about receiving a parking fine at a location where they have been parking for over 9 years. She informed the Committee that she was not the only resident to do so. It was agreed that the Deputy Clerk make attempts to establish why this was happening now and who owned the piece of land concerned.

7. HIGHWAYS:

7.1 Report on meeting with ESC, SCC and English Heritage.

- 20 mph limit
- ANPR/SIDS
- Taylor Wimpey Transport Strategy.

- Cllr Eastwood reported on the meeting between the Town Council, English Heritage and the County and District Councils. He noted that the meeting was largely inconclusive. However, he was confident that English Heritage now understood that the Town Council has already explored all potential parking opportunities of which it is aware without success. There were a number of outstanding issues: 20 mph limit, ANPR/SIDS, and the Taylor Wimpey Transport Strategy, which

required the help from the County Councillor. It was agreed to contact the County Councillor again and press for some action on these issues.

The consultation by SCC regarding Lorry Routes was discussed. It was agreed that Cllrs Eastwood and Williamson would work together to produce an email to be sent to SCC in response.

7.2 S.I.D. – Data

Noted.

7.3 Community bus transport - Update on link to station. See email re Katch at 13.1

Cllr Eastwood reported that the service was working well in general but there seemed to be a problem with bookings made on a Sunday. It was agreed that the DTC report these problems to SCC and seek clarification of the Sunday service.

7.4 Bus stop improvements

No progress on the planned improvements, nor news on the requested extra stop along Saxtead Road. However, the DTC reported that SCC had offered to pay for two new notice boards in the Bridge Street Bus Shelter.

7.5 Pavement issues – Mobility scooters and wheel chairs

There had been **some discussions** with people who use mobility scooters and wheelchairs in the town but these were largely inconclusive. It was agreed to keep this issue on the agenda.

7.6 Footpath Warden:

Cllr Williamson reported that work on the risk assessments was ongoing. It was agreed that the DTC seek advice from ESC regarding clearing leaves from pavements.

7.7 Winter 2021/22 ice clearing preparations.

HRP 21-12-13 2 Cllr Collins proposed to spend up to £150.00 on salt/grit (to be stored in the Cemetery store) which was seconded by Cllr Williamson with all in favour.

7.8 Speedwatch

It was agreed that the DTC begin again the process of publicity, recruitment and training of volunteers.

8. RIGHTS OF WAY:

8.1 Integrated Transport Group – report on meetings.

Cllr Eastwood reported that one meeting had been held and that a further parking survey was underway. There was to be a further meeting on January 10 2022.

9. PARKING:

9.1 On Street Parking

Cllr Eastwood reported that there had been no progress and the paperwork was still with SCC.

9.2 Off Street Parking.

Cllr Eastwood reported that the SLA from ESC had been received, minor comments and suggestions had been made and it was hoped that the SLA could be signed soon and that a date for the Market Hill Pay and Display be agreed early in the New Year. Cllr Eastwood reported that he understood that the College had not heard from ESC regarding the Elms.

10. NEW CAPITAL EXPENDITURE PROJECTS

None.

11. PEDESTRIAN SAFETY INITIATIVES

Cllr Eastwood reported that the Town Council was still waiting for the overall cost of the scheme at Pembroke Road from SCC. It was agreed the DTC would ask SCC for this to be completed.

12. LIGHTING:

12.1 Progress of dark spots in the town.

Cllr Eastwood reported that the Contractor had been given the go ahead and had already contacted SCC seeking their permission and support for the new lighting at Pig's meadow and the Fens.

12.1.1 Castle Car Park and SMR Car Park.

Cllr Eastwood reported that no answer had been received from English Heritage regarding lighting the Castle Car Park and the DTC would press for one. Cllr Culemann reported that he understood that at least one light was being planned for the redeveloped St Michael's Rooms.

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

It was agreed to ask those companies on the shortlist to meet with the Town Council on the 12th and 18th January 2022 to discuss their proposals.

13. CORRESPONDENCE:

13.1 email re Katch

This had been discussed at 7.3

13.2 email re road crossing campaign

This was noted and it was agreed that the DTC write in support of the campaign.

13.3 Email re confusing signs

Noted.

13.4 Email re E Cargo Bikes

Noted.

13.5 Email re process to secure permission to suspend items from street lights

It was agreed that the DTC research the issue and report back to the Committee.

13.6 email re wall.

Noted. Also noted was the response from SCC stating that they do not consider the wall to be in a dangerous state, but that they would monitor it.

13.7 email re Woodbridge Road.

Noted. It was agreed that the DTC would ask the correspondent to identify exactly which part of the road their email was referring to.

13.8 email re parking (attached as a whole)

Noted. It was agreed that the DTC would ask ESC if they could help with enforcing unsafe and inconsiderate parking in Double Street.

13.9 email re parking fine (See also 13.10 same subject different resident)

Both 13.9 and 13.10 were taken as one issue. The Committee expressed sympathy and understanding to the residents concerned. It was agreed that the DTC contact SCC and ESC and seek clarification and report back to the Committee and residents.

14. 2020/21 ACTION PLAN:

No changes.

14.2 Suggestions for CIL Bids

None.

15. HRP Risk Assessments – approval of update SID and ROW Walks

HRP 21-12-13 3 Cllr Eastwood proposed that the revised risk assessments for the Rights of Way Walk and SID be approved, which was seconded by Cllr Culemann with all in favour.

16. HIGHWAY PROBLEM REPORTS:

Burnt out bin on Market Hill – replacement required.

The DTC would investigate costs and type approval from the conservation officer and report back to the Committee. Cllr Eastwood would speak to the shop owner and establish if a new location would be more suitable for the replacement bin.

17. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA:

Summons for January meeting will have to be sent before Christmas

18. NEXT MEETING:

Monday 10th January 2022 7:00pm Town Council Meeting Room

The meeting concluded at 8:22pm.