

**DRAFT Minutes for the HIGHWAYS, RIGHTS OF WAY AND PARKING COMMITTEE held on MONDAY 10<sup>th</sup> January 2022 AT 7:00PM IN THE TOWN COUNCIL MEETING ROOM**

**1. APOLOGIES:**

Apologies were received and accepted from Cllr Jones.

**2. PRESENT:**

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

**3. IN ATTENDANCE:**

James Overbury (Deputy Clerk)

**4. DECLARATIONS OF INTEREST:**

None.

**5. MINUTES OF PREVIOUS MEETING.**

**2022-01-10 1 Cllr Eastwood proposed** that the minutes of the previous meeting be approved as an accurate record, which was seconded by Cllr Collins with all in favour.

**6. PUBLIC COMMENT:**

None.

**7. HIGHWAYS:**

7.1 Update on requests to ESC

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

**Cllr Eastwood reported** that he had received a reply from CCllr Burroughes in relation to the above and read it to the meeting. It was noted that CCllr Burroughes had not replied regarding the use of ANPR cameras and it was agreed that the DTC would follow this up.

7.2 S.I.D. – Data

Noted.

7.3 Community bus transport - Update on link to station.

**The DTC reported** he had written to SCC regarding the Sunday service and was awaiting a reply.

#### 7.4 Bus stop improvements

**The DTC reported** he was still awaiting a response from SCC, but he would be in contact with the officer regarding the new notice boards soon and would ask about the improvements planned and the proposed new stop on Saxtead Road.

#### 7.5 Pavement issues – Mobility scooters and wheel chairs

No business. It was agreed to remove this item from future agendas.

#### 7.6 Footpath Warden:

**Cllr Williamson reported** that there had been some issues with leaves on pavements. He would submit the risk assessment for approval at the next meeting. It was agreed that the DTC introduce Cllr Williamson to the County Rights of Way Officer, and seek an introduction to the resident who maintains a close eye on the state of the footpaths.

#### 7.7 Winter 2021/22 ice clearing preparations.

**The DTC reported** that there were 20 bags of gritting salt stored in the Cemetery. It was agreed not to advertise these at present but should there be severe weather and residents were struggling to clear the roads their availability could be advertised. Collection of the bags needed to be controlled and by appointment with the G&P contractor. Residents would be informed that they would either have to use a wheel barrow or carry the bags from the Cemetery shed to the street as cars were no allowed down to the Cemetery shed.

#### 7.8 Speedwatch

**The DTC reported** that he had drafted a piece for the Newsletter calling for volunteers and this would be repeated on the website.

### 8. RIGHTS OF WAY:

#### 8.1 Integrated Transport Group – report on meetings.

**Cllr Eastwood reported** that the last meeting had been cancelled and would be rescheduled.

### 9. PARKING:

#### 9.1 On Street Parking

No developments.

9.2 Off Street Parking.

**It was agreed the DTC** would ask ESC if the Service Level Agreement would be forthcoming soon.

## 10. NEW CAPITAL EXPENDITURE PROJECTS

None.

## 11. PEDESTRIAN SAFETY INITIATIVES

**Cllr Eastwood reported** that CCllr Burroughes had written to say that he had requested the total cost for the Pembroke Road improvement be submitted to the Town Council in January. As it had not materialised, it was agreed the DTC ask SCC Highways when it could be expected. Cllr Williamson had sought private alternative quotes and these would be discussed at the next meeting. It was agreed that the DTC ask Cllr Jones for a list of deadlines for CIL monies and to ask ESC about when the deadline date was determined as there was concern that, due to delays by outside bodies, some projects would run out of time before the funds had to be returned to ESC.

## 12. LIGHTING:

12.1 Progress of dark spots in the town.

**Cllr Eastwood reported** that the Contractor had been given the go-ahead and was understood to be negotiating with SCC. It was agreed the DTC ask for a progress report.

12.1.1 Castle Car Park and SMR Car Park.

The Castle Manager had indicated that English Heritage would be happy for a light to be installed in their car park but the Town Council would have to pay for it. This was to form an agenda item at the next meeting.

The Castle also informed the Town Council that it would have no objection to residents using their car park outside of Castle Opening Times as long as they paid and displayed.

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

Cllr Eastwood reported that interviews were to take place over the next week with those companies on the shortlist. Cllr Eastwood noted that in the County Councillor's newsletter it appeared that SCC had started the process of replacing their lights and it was not clear if Town and Parish Councils would have the opportunity to replace street lights owned by them at the same time and not, as was currently understood, some two years hence. It was agreed that the DTC write to CCllr Burroughes and ask for clarification.

### **13. CORRESPONDENCE:**

13.1 Residents parking exemptions: Noted

13.2 Double Street: Noted

13.3 Double Street: Noted

13.4 Footpath on Woodbridge Road

It was agreed that Cllr Eastwood and Cllr Williamson visit the area and report back to the next meeting with suggestions for improvements. It was agreed that the DTC write to the resident asking for help in determining need and the numbers of people who would benefit.

13.5 Lorry Routes: Noted.

### **14. 2020/21 ACTION PLAN:**

No changes.

14.2 Suggestions for CIL Bids

**It was agreed** to ascertain if Street Lights were eligible for local CIL.

### **15. HIGHWAY PROBLEM REPORTS:**

**The DTC reported** that Fore Street had been closed due to an emergency for a few hours.

### **16. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA:**

**Cllr Eastwood reported** that he had responded to the Cycling Survey and that the Rights of Way walk the previous Saturday was attended by 8 people.

**The DTC reported** that he would request that all the streetlights on Market Hill and those that were to be used for the CCTV be tested by SCC.

#### **On Agenda:**

Review of the Terms of Reference  
Streetlamp for Castle Car Park.

### **17. NEXT MEETING:**

**Monday 14<sup>th</sup> February 2022 7:00pm Town Council Meeting Room**

The meeting concluded at 8:20pm.