

**DRAFT Minutes of the Rights of Way, Highways and Lighting Committee meeting held on  
Monday 15<sup>th</sup> April 2019 in The Cell, The Old Court House, Bridge Street at 6:30pm**

**1. Apologies:**

None – all present

**Present:**

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

**In attendance:**

Mr James 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 18<sup>th</sup> March 2019 (circulated in draft form prior to the meeting) be approved as an accurate record, which was seconded by Cllr Collins and with two abstentions due to absence all were in favour.

The Chairman signed the minutes.

**4. Public Comment:**

None.

**5. Rights of Way:**

**5.1** Footpath from Fairfield Road development to Fore Street (#38)

The Chairman had met with Debbie Adams on site with SCC highways. They will supply the best quotation for the work and advised not to use the same material as the new footpath created by Taylor Wimpey as this was already deteriorating.

**5.2** Proposed hard surface footpath leading from Castle Brooks to the play area across a grass area.

Cllr Eastwood and the DTC were to meet the asset manager for East Suffolk Council (ESC) next week to discuss this proposal.

**5.3** Condition of footpath behind The Elms – update

It was noted that there had been many emails about this issue as it was complicated. Cllr Eastwood would seek the advice of the ESC Asset Manager when they were to meet next week.

**5.4** Next RofW Walk date: 6,20,27 July or 3 August. (Walk leader available 6<sup>th</sup> July)

It was decided that the best date would be 6<sup>th</sup> July. A designated First Aider was still required to be nominated.

**6. Highways:**

**6.1** Update on TRO considerations.

It was noted that this was taking longer than expected. As a result, this would need to remain on the agenda and that preparations were to be made to resurrect the original plan for the Town Council to submit a TRO for the parking restrictions agreed with SCC Highways.

**6.2** New Grit Bin Castle Brooks – Update.

ESC had confirmed that they would not be adopting this area and that it would remain in the ownership of the management company. The DTC was requested to contact Hopkins again and pursue the permissions required for a grit bin to be placed there.

**6.3** Grit Bin Bibby's Way – Update.

ESC had confirmed that they would not be adopting this area and that it would remain in the ownership of the management company. The DTC was requested to contact Hopkins again and pursue the permissions required for a grit bin to be placed there.

It was agreed to alert the Planning Committee of the decision by ESC not to adopt small parcels from land from developers and the resulting impact on the ability to place Grit and litter bins.

#### **6.4 Community bus transport - Update on link to station.**

The working group had met and a survey had been designed. A long list of places to distribute the questionnaire had been agreed. As a result of Purdah this would commence after the elections. The DTC would contact Coggeshall as they run a local bus service.

#### **6.5 Bus shelters and improvements - Update on work with SCC Highways and Persimmon.**

No progress since last meeting.

#### **6.6 S.I.D: - To consider data analysis.**

The data was noted. The DTC was requested to compare older data along College road. The DTC reported that he would be desensitising SID at the end of the week.

#### **6.7 Station Road Pedestrian Crossing – update on completion.**

It was noted that this had been completed but that one halo was not working. The DTC was requested to report this to Suffolk Highways.

#### **6.8 Well Close Square Pedestrian Crossing and road repairs required adjacent to it.**

It was noted that this had been repainted but the road had not been repaired.

#### **6.9 Blocked Gullies – Fore St, Victoria Mill Road, Fairfield Road.**

SCC highways had spent two days on Fairfield Road and had removed a lot of roots. After the next period of heavy rain the DTC would inspect it. Fore Street and Victoria Mill Road had been jet washed and the DTC would also inspect these.

### **7. Parking:**

#### **7.1 Update from Parking Working Group**

The Working Group had not met since January but some progress had been made. Cllr Jones had met with the Sports Club and the FBA. All parties were in agreement of the way forward for the Town Council to take over the administration of parking at the Sports Club. A 70m hard surface footpath (which would also need to be lit) would need to be installed. Further expansion of the Sports Club onto neighbouring farmland was a possibility as was purchase of existing Sports Club land by the Town Council for parking or other uses.

A meeting was scheduled for later in the week for Cllr Jones to meet the new ESC parking manager. It was noted that the draft SLA for the Elms had been received but it was not complete.

#### **7.2 Provision of charging points for electric vehicles on Market Hill**

It was decided that electric charging points would soon be a necessity but perhaps the Market Hill was not the best place to put them. It was understood that SCC were investigating the issue and that their opinion would be sought through CCllr Burroughes. Similarly there was new Strategic Director at SCC who may be able to help and also the Parking Manager at ESC.

### **8. Lighting:**

The DTC confirmed that the two new lights on New road were in the ownership of SCC and not the Town council.

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

This was currently being updated by the Clerk.

#### **9.1 ‘Wish List’ of local CIL funded projects.**

In order to budget and plan CIL expenditure through the Finance Committee, a draft wish list was recorded at the meeting. This was not expected to be the final list.

- Castle Brooks footpath
- Fairfield Road footpath
- College road pedestrian crossing
- Pembroke Road traffic calming.
- Pedestrian refuges
- Sports Club footpath.
- Electric charging points

- Traffic survey
- Bus service to Campsea Ashe.
- Extension of 30mph on New Road.
- Purchase of additional land for parking.

## 9.2 Report of updated plan

In progress.

### **10. Correspondence:**

**10.1** Email from person requesting measures (signage) to protect the town ducks from traffic.

It was noted that a 'slow' sign was part of the TRO plans and this would be communicated back to the person.

**10.2** East Suffolk District Council: - request for names of two new roads on Hopkins site off Saxtead Road.

It was decided that the two names were to be:

Briscoe Way

Campbell Close

**10.3** East Suffolk District Council: - Request to name development at 26 fore Street 'Green Barn Mews'.

The proposed name was rejected and alternatives were put forward as:

'Green Shed Mews'

'Fore Street Mews'

**10.4** Request from person for a 'children crossing' sign on Brook Lane opposite Castle Brooks.

The DTC was instructed to find out what measures were needed for a 'Children' sign and approximate costs.

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

The DTC referred to a photograph sent in a by a resident of the new surface on footpath 84 which had been installed by Taylor Wimpey and was now leaching its material in the rain. The DTC was requested to investigate this.

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

The issue of motorcycles being used on footpaths and bridal ways around Mount Pleasant would go on the agenda.

### **13. Next meeting:**

Wednesday 29<sup>th</sup> May 2019 at 8:15pm.