

**Minutes of the Rights of Way, Highways and Lighting Committee meeting held on Monday 16<sup>th</sup> December 2019 in The Cell, The Old Court House, Bridge Street at 6:30pm.**

**1. Apologies:**

None.

**2. Present:**

Cllrs D Beal, D Carter, C Eastwood (Chair), J Jones, P Wraight.

**3. In attendance:**

James Overbury (Deputy Town Clerk)

**4. Declarations of Interest:**

None.

**5. Minutes of previous meeting:**

Cllr Eastwood proposed to approve the minutes of the previous meeting (circulated in draft form prior to the meeting) as an accurate record, which was seconded by Cllr Wraight and with one abstention due to absence all were in favour. The Chair signed the minutes.

Cllr Wraight commented that the format of the minutes and agenda produced by the Deputy Clerk were a great improvement and much easier to read. It was agreed to maintain the format for future minutes and agendas. It was also agreed that in future Councillors would continue to receive the 'Chair's' agenda and relevant briefings and paperwork with the Summons.

**6. Public Comment:**

None.

**7. Rights of Way:**

**7.1 Warning notice for pedestrians at end of footpath #38 by Fore Street**

The DTC reported that this had been ordered.

**7.2 Footpaths on Persimmon Estate: Update**

No decision had been made by Suffolk County Council (SCC) as yet.

**7.3 Update on hard surfaces on footpaths.**

The DTC reported that East Suffolk Council (ESC) would be charging £500.00 as opposed to the £400 agreed by Full Council for the Easement for the path by Castle Brooks. Cllr Jones suggested that the additional £100 could be authorised by the Town Clerk and the Chairman under the emergency spending powers. The Deputy Clerk advised that using the emergency spending powers in this way was not detailed in the Standing Orders of the Town Council. He added that whilst this could be proposed it would be the Town Clerk/RFO's decision as to whether it was legitimate.<sup>1</sup>

**71161219** Cllr Eastwood proposed that the additional £100 required for the Easement be authorised by the Chairman and the RFO, which was seconded by Cllr Jones with all in favour.

## **8. Highways:**

### **8.1 Report on meeting with Sharon Payne from SCC Highways.**

Cllr Eastwood reported on the meeting held with SCC Highways, and the subsequent email from Sharon Payne. The email outlined the process required to install a Pedestrian Crossing on College Road and indicated a cost of £3,000 for the preparatory work which was required.

**81161219** Cllr Beal proposed to recommend to Full Council the expenditure of £3000 for this preparatory work (outlined in Sharon Payne's email of 11/12/19), which was seconded by Cllr Jones with all in favour, this sum to come from the agreed ESC CIL funds agreed in 2018

### **8.2 Pedestrian Safety initiatives – Strategic Issues**

Cllr Jones noted how positive the new Transport Team from SCC were. He then reported on the strategic element of the meeting with them. He reported that the Finance and Strategic Planning Committee would create a headline Town Transport Strategy but leave the implementation of the strategy until later as he believed that the Town Council was already stretched in terms of resources.

### **8.3 Feedback to ESC parking manager.**

No feedback required as the Parking Manager had not responded to the email from the Deputy Clerk.

### **8.4 New Grit Bin Castle Brooks – Update.**

The DTC reported that permission had been granted and the grit bin was in place. He was updating the list of insured volunteer gritters and part of this process was recruiting gritters for the Castle Brooks area. Once gritters had been registered SCC highways would fill the bin.

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

The DTC reported that he had made contact with the Social Enterprise running the café at Campsea Ashe Station. The secretary, Bob Webb was interested in discussing the possibility of setting up a Community Bus Company. A meeting had been scheduled for January 8<sup>th</sup> 2020 to discuss this. Cllr Eastwood, Cllr Jones and the Deputy Clerk would be attending.

### **8.6 Bus shelters and improvements**

No progress.

### **8.7 Speed Indication Device (SID): - To consider data analysis.**

It was noted that there was a large spike in numbers at the peak time (8-9am) representing a 30% increase. The DTC had produced a graph showing the increase in daily traffic on Station Road since 2016. Further graphs for each location would be produced at subsequent meetings.

### **8.8 Community Self Help – next steps**

The DTC presented Cllr Ranger Eastwood with his official badge and certificate.

### **8.9 Electric Vehicle Charging points**

It was agreed for the DTC to investigate with the CO-OP and ESC whether there was any appetite for them to install electric vehicle charging points in the CO-OP and Fore St car park respectively.

### **8.10 Inventory of potholes and road condition.**

The DTC reported that there had been one volunteer come forward so far. The DTC was asked if a request had been submitted to FramFare and the DTC would check that fact and ask if it could be included.

### **8.11 Update on Traffic Regulation Order (TRO) considerations**

No business

### **8.12 Speed Watch Group – update.**

The DTC reported that he had suggested to the local business on Station Road that they use half their suggested donation to buy the second hand speed watch equipment owned by Easton Parish Council. No response had been received thus far and the DTC was asked to follow this up. The DTC was also asked to contact Easton PCC and ask for them to hold the equipment for FTC in the meantime. It was agreed to look at this expenditure when the budgets were set in January if the local business declined the suggestion.

## **9 .Parking:**

### **9.1 Progress report on Sports Club Parking**

Cllr Jones reported that no word had been received from the Sports Club. It was agreed to ask the Town Clerk if she could ask Mr Mayhew to confirm when the trustee meeting was planned for formulating a response to the Town Council.

### **9.2 Off-Street Parking.**

No business.

### **9.3 On Street Parking.**

No Business.

### **9.4 Land adjacent to Sitwell Gardens.**

Cllr Eastwood read out the letter received regarding his enquiry about the owners intentions for the land now that planning permission had been refused. Whilst the land owner had indicated he would appeal against the decision, he also indicated that he would be willing to sell the land but only at a residential dwelling price. It was agreed that the DTC would draft a letter (with Cllr Eastwood and Jones) to Kerry Blair at ESC and ask for them to look at ESC purchasing the land and running it as an ESC commercial car park.

## **10. Lighting:**

Notice had been received from Suffolk Highways of faulty lamp at the Mowbrays where Highways have replaced the lantern at an estimated cost of £500.

It was agreed to wait for an invoice before paying.

## **11. Correspondence:**

An email thanking the DTC for work done on grit bin was noted.

**12. 2018/19 Action Plan:**

**12.1. Report of updated plan.**

No changes.

**13 Highway problem reports:**

Deputy Town Clerk to provide a summary of reports and actions to date.

Holes in paving top of Market Hill. Cllr Eastwood suggested he investigate this matter.

**14 Matters of report or items for next agenda:**

**For next Agenda:**

Cycle Routes working Group

Short Term Traffic PCSO

**15 Next meeting:**

Monday 20<sup>th</sup> January 2020 6:30pm.

The Meeting Closed at 20:15.

<sup>1</sup> **POST MEETING NOTE:** The Town Clerk/RFO had suggested that this was not correct procedure and a proposal for the extra £100.00 should be placed on the Agenda for the next Full Council Meeting on January 2 2020, to enable a clear audit trail to be maintained.