

DRAFT MINUTES of the Rights of Way, Highways and Lighting Committee meeting held on Monday 15th June 2020 Remotely Via Zoom at 6:30pm.

1. Apologies:

None
Cllr Fisher was not present.

2. Present:

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

3. In attendance:

Mrs Eileen Coe (Town Clerk) Mr James Overbury (Deputy Town Clerk)

4. Declarations of Interest:

None.

5. Minutes of previous meeting:

2020 06 15 5.1 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 Carter and all were in favour. The Chair signed the minutes

6. Public Comment:

None.

7. Rights of Way:

7.1 Update on hard surfaces on footpaths

Cllr Eastwood reported that these had been completed. The DTC had taken some photographs of the completed work and reported that the surface was very good – hard enough for pushchairs, buggies and mobility scooters. It was agreed that the DTC would write and thank the contractor.

7.2 Castle Brooks Footpath License:

The DTC reported that the invoice has not been received. It was agreed to ask the Chairman of the Town Council to sign the licence and for the DTC to return them to ESC and ask for the invoice again at the same time.

8. Highways:

8.1 Repainting No Entry sign

Cllr Eastwood reported that this had been repainted.

8.2 Pedestrian Safety initiatives – College Road

Cllr Eastwood reported on the telephone conversation the DTC recently held with the officer at SCC Highways responsible for the project. He explained that the price quoted for the works was a rough estimate. Escalation of costs was explained by the fact that SCC felt the need to resurface the entire stretch of road where the proposed crossing was to be. In addition, there were unknown elements of moving utility service pipes. SCC advised that once the Town Council had made a decision on whether the loss of parking spaces warranted a crossing being installed, then they would seek a firm quote. If this was higher than the original budget and funds identified then SCC may have access to other pots of money which could be used for the balance of the cost of the project.

It was agreed for the DTC to ask SCC Highways which exact addresses would need to be consulted then for him to draft a consultation letter for each household to be agreed by the RofW H&L Committee at a future date.

8.3 Community bus transport - Update on link to station.

Cllr Eastwood reported that the decision on the funding had yet to be made.

8.4 Bus shelters and improvements

Cllr Eastwood reported that SCC had made no progress.

8.5 S.I. D: - To consider data analysis

It is proving difficult currently to extract and display data in the normal way. It was agreed that the DTC ask the manufacturer to enable him to unlock the spreadsheet and thus to analyse the data in the same way as had been done before.

8.5.1 S.I.D. To consider sending in for service

8115620 Cllr Eastwood proposed to pay £55.00 for the cost of sending the SID device to the manufacturer for an analysis and cost for any repairs to the device, which was seconded by Cllr Jones with all in favour.

8.6 Electric Vehicle Charging points

No business. Cllr Jones noted that the planning conditions for the new St Michael's Rooms car park required the installation of two EV charging points.

8.7. Inventory of potholes and road condition

Cllr Eastwood reported that the work had been interrupted by the impact of Covid-19, but that he was conducting the gaps in the survey himself. He would report the result to the Committee once they had been completed.

8.8 Update on Traffic Regulation Order considerations

It was agreed that the DTC would ask ESC if a Town Council sponsored (and paid for) TRO for Fore St and Double street would take less time than the TRO being formulated by ESC, for these locations.

8.9 Speed Watch Group – update and plans for speed camera

It was agreed to put this on the Agenda for July, with the intention on making a decision on taking this forward in the autumn. It was also agreed that the DTC would make enquiries with the Police Training Officer as to when and how training could take place.

The DTC was asked to investigate the old brown bins with 30mph speed limits attached to them on Station Road. It was suggested that the residents placing them there could be asked to become a part of the speed watch group.

8.10 Hopkins homes Illegal signs

The DTC reported that he had removed a number of signs and had written to Hopkins Homes about the matter.

8.11 Cycle Routes Working Group.

Cllr Eastwood proposed to accept the Terms of Reference for the Cycle Routes Working Group unamended which was seconded by Cllr Jones with all in favour.

8.12 Covid-19 response re social distancing posters and markings

Cllr Eastwood reported on the work done on marking 2M social distancing spots outside shops, and the excellent work a local Graffiti artist had done with the illustrations. Cllr Eastwood reported that he, Cllr Collins and Cllr Kitching would be walking around the town the next day to look at what further measures are required.

9. Parking:

9.1 On Street Parking – including update on CPE

This issue had partly been covered in 8.8 above regarding the TROs for Fore St and Double Street. The DTC was asked to contact ESC and establish if they were still working

to the previously agreed timeframe (Work being done to finalise the plans and create a timeframe in August 2020) or if not, what time frame was now expected.

9.2 Off-Street Parking

Cllr Jones referred to the letter from ESC. He noted that there were still no dates proposed for implementation. It was agreed to send an urgent request to ESC for a virtual meeting. Kerry Blair, the District Councillor Maurice Cook would be requested to attend and it was agreed that any other officers ESC felt would be useful to be invited. It was agreed that ESC be asked to convene this meeting via Microsoft Teams and to invite the Town Council to attend through that medium.

9.3 Land adjacent to Sitwell Gardens

Cllr Eastwood reported that the ESC parking manager had visited the site and confirmed that it could be used as a car park. However, the ESC Parking Manager observed that additional parking restrictions on Station Road, Brook Lane and Possibly Victoria Mill Road would be necessary to create demand for a pay car park. It was agreed that this issue reinforced the need for an urgent meeting with ESC.

9.4 St Michaels Rooms Site

Cllr Jones reported that there was to be a meeting the following day to discuss the SMR site.

10. Lighting:

No business.

11. Correspondence:

Email from resident re Station Rd speeding (10/6)

The DTC was asked to investigate whether the SID could be moved closer to their location, and then to discuss options with the resident. The DTC was also asked to clarify what SCC Highway's position was on regarding painting 30MPH reminders directly onto the road. Once these actions had been completed a joint response from the Lands Committee would be sent to the residents.

Email from resident re parking permits (9/6)

It was agreed that Cllr Eastwood would initially discuss the issue with the resident directly.

12. 2018/19 Action Plan:

12.1. Report of updated plan.

No further comments.

12.2 Suggestions for CIL Bids

Cllr Jones questioned which Committee would consider recycling initiatives. The Town Clerk responded by indicating that it was the PR and Markets Committee that would consider recycling initiatives.

12.3 Town Survey – discussion on needs of this committee for data analysis

It was noted that Parking was very high on the issues raised by residents. Second to that was recycling. It was also noted that the issue of safe, well lit and all-weather walkways had a great significance in formulating plans which would lead to more people walking into town (or to school) rather than using a car.

13 Highway problem reports:

None.

14 Matters of report or items for next agenda:

None.

14.1 Items to be reported on monthly update

None.

14.2 Temporary One Way for Bridge Street

Cllr Eastwood reported the bid for funds to create a temporary TRO (6 months) to make Bridge Street one way and for £1000 for more social distancing signs and £250 to commission the Graffiti artist to paint signs outside shops indicating a 2m separation.

15 Next meeting:

Monday 27th July 2020 6:30pm.

The meeting closed at 7:57pm.