

**DRAFT Minutes for the Rights of Way, Highways and Lighting Committee held on Monday 19<sup>th</sup> October 2020 Remotely Via Zoom at 6:30pm.**

**1. Apologies:**

None – all present.

**2. Present:**

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

**3. In attendance:**

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

**4. Declarations of Interest:**

None.

**5. Minutes of previous meeting:**

**51191020 Cllr Eastwood proposed** that the minutes of the previous meeting were an accurate record which was seconded by Cllr Jones with all in favour.

**6. Public Comment:**

**61191020 Cllr Eastwood suspended** the meeting for public comment.

A member of the public spoke about the proposed bus service between the town and Campsea Ashe station. He was very glad that this was likely to happen, but had great concerns about the need for the service to be pre booked as this may put off a lot of elderly people who do not have smart phones and who may be confused about using a telephone to board a bus.

**62191020 Cllr Eastwood re-convened the meeting.**

**Cllr Eastwood proposed** to bring forward item 8.1 of the agenda to this point which was agreed.

**(8.3) Bus to Campsea Ashe Station**

Cllr Eastwood thanked the resident and then reported that he had spoken to SCC regarding the proposals and then outlined the plans.

- 2 electric 8 seat, wheel chair accessible vehicles were currently awaiting licensing and approval.
- A 'soft launch' or trial of the service is hopefully to begin in December to trial and test the system with a full launch in January 2021.
- Seats could be booked via an 'app' on a smart phone or by telephone.

Cllr Jones reported that the plan was to be discussed at the next meeting of the Community Partnership and would be happy to ask questions about the service at that meeting. Following a short discussion, it was agreed that the Deputy Clerk would consolidate the points and questions and email them to Cllr Jones in advance of the meeting.

## **7. Rights of Way:**

### **7.1 Castle Brooks Footpath License:**

It was noted that the invoice had yet to be received.

## **8. Highways:**

### **8.1 Resident request for help at top of Fore St**

**Cllr Eastwood reported** that a resident had approached the Town Council with a request to improve the sight lines from the Junction at Castle Street and Fore Street looking along Saxmundham Road. At present cars are parked behind the double yellow lines on a piece of land that is partly owned by SCC and partly by the resident. These cars obscure the view and make it difficult to judge when to cross Fore Street safely. The resident would be happy to supply a bench to be placed on the land she owns and has asked for the Town Council's help in ensuring that parked cars do not obscure the view by enforcement or obstruction. It was agreed to try and find out who owns the cars parked there and Cllr Eastwood would undertake to do this. It was also agreed for Cllr Eastwood to discuss the issue with the resident and to encourage her to put a 'no parking – private land' sign on the land,

### **8.2 Pedestrian Safety initiatives – College Road**

**It was agreed to put aside** these plans for the time being but to look for an alternative solution to providing a safe way to cross College road. Cllr Eastwood and the Deputy Clerk would draft a letter to those who had been consulted and or responded outlining the above and to thank them for their responses and useful suggestions.

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

This item had been covered earlier in the meeting.

### **8.4 Bus shelters and improvements**

**It was noted** that these had been completed and were awaiting signage – and buses to stop at them.

### **8.5 S.I.D. Update on Service**

**Cllr Eastwood reported** that SID had been repaired and was ready to be used again. It was agreed that it was to be placed at College Road for two weeks then Station road for a month. Thereafter a new schedule would be drawn up for its rotation around the town.

### **8.6 Electric Vehicle Charging points**

**Cllr Eastwood reported** that the Town Council was awaiting an answer from Cllr Cook regarding these and noted that there was likely to be funding available for EV charging points in due course.

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

**Cllr Eastwood reported** that he, Cllr Jones and the Deputy Clerk had met to discuss the inventory. SCC Highways had already been notified of the major issues and many of these had been addressed. However, what was revealed in the process was the issue of easy access for mobility scooters. It was agreed that some residents who used mobility scooters be asked to help identify stretches of pavement which were difficult to traverse on a scooter. Cllr Eastwood and Cllr Jones would approach residents whom they knew used scooters to ask for their help in identifying these stretches and possibly to propose solutions. This issue was felt to be a good topic for a newsletter article.

### **8.8 Update on TRO considerations**

**It was agreed,** in the absence of any advice from ESC not to pursue this issue until ESC are ready to look at changes to on-street parking following the introduction of Civil Parking Enforcement.

### **8.9 Speed Watch Group – update and plans for speed camera**

**Cllr Eastwood reported** that there had been little response to calls for volunteers for the Speed Watch Group. It was agreed to repeat the calls for Speed Watch – and to include information about the Speed Watch Plans in replies to all letters to the Town Council regarding speeding.

### **8.10 Cycle Routes Working Group.**

**Cllr Eastwood noted** that three people come forward to join the Cycle Routes Working Group. It was agreed to arrange a Zoom meeting of those interested in taking part in the Cycle Route Working Group.

#### **8.11 Covid-19 response**

**Cllr Eastwood noted** that a number of new signs had been erected and some older ones replaced.

#### **8.12 Painted 2m Markings on pavements**

Cllr Eastwood reported that the graffiti artist had repainted the shoe shop signs but was waiting for dryer weather before repainting the other signs.

### **9. Parking:**

#### **9.1 On Street Parking – including update on CPE**

**Cllr Eastwood reported** that this was on hold until Off Street Parking was completed.

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

**Cllr Eastwood reported** that a few final issues were being resolved. The Committee continued to remain disappointed with the lack of communication with ESC regarding the proposals. It was agreed that the DTC call a meeting with Nick Chaplin, Lewis Boudeville, Duncan Coleman and Kerry Blair, Maurice Cook and members of the ROWLH committee to seek clarification.

#### **9.3 Land adjacent to Sitwell Gardens**

**Cllr Eastwood reported** that the planning appeal had been turned down and this could change the owner's views on the future of the land. It was agreed that the DTC seek help and try and set up a meeting with the land owners.

#### **9.4 SMR Site**

No business for this committee.

### **10: Risk Assessments for Committee:**

**Cllr Eastwood reported** that these had both been completed and sent to the Clerk for approval.

### **11. Budget for ROWHL 2020-2021**

**Cllr Eastwood reported** that a budget proposal had been submitted to the RFO

Cllr Jones noted that there was not an 'anticipated capital expenditure' report as part of the longer-term planning. It was agreed that this to be an agenda item for the next meeting.

## **12. Lighting:**

**It was agreed** that members of the Committee would undertake some night walks to examine areas where residents felt additional lighting would be welcome. These had been identified from the Town Survey. This would lead to a map would be created for future lighting and form part of future capital expenditure plans.

## **13. Correspondence:**

### **13.1 Speeding Station Rd**

**It was agreed** the DTC would respond and inform the person about what the Town Council had done, intended to do and would like to do in terms of reducing the speed of vehicles. It was also agreed to keep the SID on Station Road for a month, after it has been on College Road for the next two weeks.

### **13.2 Park and Ride**

**The DTC reported** that he intended to discuss this letter with the person and ask what their expectation was as it was unclear from the email.

### **13.3 Parking in SMR Car Park**

**Cllr Eastwood noted** that FTC did not own the land. The DTC reported that since the email had been sent the land owner had placed barriers there, which had helped the situation.

### **13.4 Speeding Fore St**

**It was agreed** that the DTC respond and reply in a similar vein to 13.1.

### **13.5 Road diversion signs**

**Cllr Eastwood reported** that this had come from a person using a mobility scooter and they had been hampered in their progress by poorly placed diversion signs and wheely bins. It was agreed for the DTC to contact SCC highways and ask their help to persuade their contractors to be aware of where they put their signs. The DTC would also respond to the person and ask if they would like to help with the work on improving access for mobility scooters.

## **14. 2020/21 Action Plan:**

### **14.1. Report of updated plan.**

**Cllr Eastwood reported** that he was working on these documents and would present them to the next meeting. Cllr Jones noted that he was looking at overhauling the Action Planning Process. The DTC would send both Cllr Jones and Eastwood his worksheet for his CiLCA qualification on action Plans.

#### **14.2 Suggestions for CIL Bids**

None.

#### **14.3 Town Survey – discussion on needs of this committee for data analysis**

**Cllr Eastwood noted** lighting had already been discussed. Another topic was the Traffic Survey. Cllr Eastwood noted that there were a number of shops whose disabled access was less than ideal.

#### **15 Highway problem reports:**

None not already covered.

#### **16 Matters of report or items for next agenda:**

##### **16.1 Items to be reported on monthly update**

Cllr Wright noted that there were many vehicles parked on the pavement outside 96 Station Road. It was agreed for the DTC to ask if they could be kept off the pavement.

#### **17 Next meeting:**

Monday 16<sup>th</sup> November 6:30pm.