

Minutes of the **ROAD SAFETY COMMITTEE** meeting held on Monday 3<sup>rd</sup> December 2018 at 10.00 am in The Old Station, Groombridge

**PRESENT:** Duncan Sanders (Chairman), Barry Agutter (Vice Chairman & Highways Co-ordinator), Jan Batchelor, Cllr Jane Clare, Michael Clare, Cllr Diana Kelly

**In Attendance:** Debbie Siddle - Parish Clerk (Minutes)

Members of the public are encouraged to come to the meetings and there is a 10-minute opportunity at the start of the meeting for them to address the Road Safety Committee. There were no members of the public present.

1. **ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING** – No
2. **APOLOGIES** - Cllr Gwen Butcher, Linda Weekes
- 3 **DECLARATIONS OF INTEREST**  
None.
- 4 **MINUTES FROM MEETING OF 3<sup>rd</sup> SEPTEMBER 2018 AND MATTERS ARISING**

- 4.1 The Minutes of the meeting of 3<sup>rd</sup> September 2018 were agreed with the following amendment on the first page “Conduct a Parish Highways familiarisation Survey”.

**001536 RESOLVED** that the minutes of the meeting held on 3<sup>rd</sup> September 2018 be taken as read with the above amendment and signed by the Chairman.

4.2 Matters Arising

It was noted that consistency is important in the minutes in the use of East Sussex County Council (ESCC) and East Sussex Highways (ESH) which is the contractor. This is because as the contractor, ESH has a set amount of funds to deliver on maintaining the roads as prescribed in their contract with ESCC. ESCC is also able to agree other work such as road safety works through other funding.

In discussing the actions it was also queried whether volunteers might assist in some matters. WPC continues to seek clarification from ESH about what volunteers might be able to do.

Who	What	Update	Completed
Clerks	Forest Way – Raised at SLR and highways confirmed that all the road signage was in place and there was nothing further to be added.	Latest update: Slow mark on road at the bottom of Cherry Gardens Hill to be reinstated – remains outstanding.	
Clerks	Website to be updated with how to report a Highways Issue	Still outstanding?	

Assista nt Clerk & BA	Conduct a Parish Highways Survey	Completed on 26 November with Admin Assistant. Agreed that Highways Coordinator would undertake a survey between meetings	Ongoing

## 5 ROAD SAFETY PROPOSALS RECEIVED FROM THE PARISH

No new proposals received.

## 6 PREVIOUS ROAD SAFETY PROJECTS RECEIVED

The following are updates on previous proposals:

- A264 speed reduction works – We await confirmation from ESCC that works are complete, Highways Coordinator to also inspect.
- White gates – Assistant Clerk and Highways Coordinator will begin work on this when other current road safety projects complete and workload allows.

### 6.1 Speed Indicator Devices

Speed Indicator Devices (SIDs) are a variation of vehicle activated signs which can be moved around easily and flash the current speed of a vehicle as it approaches. A Vehicle Activated Sign (VAS) is a fixed sign and tends to display the speed limit and flash vehicles that exceed it. VAS's have more criteria relating to where they may be erected and ESCC is very prescriptive about this.

Regarding SIDs, the Assistant Clerk and Highways Coordinator had assessed the parish roads against ESCC's list of criteria. They then met with representatives from ESCC and discussed the list of possible locations. This list was narrowed to further fit with ESCC criteria by ESCC and speed monitoring at the four locations that were considered viable was agreed by the Road Safety Committee via email. Speed monitoring was undertaken in the locations for 7 days from 20 November 2018. The results have now been received and the Assistant Clerk and Highways Coordinator will review the data and discuss it with ESCC. **Action: An update on the feasibility of the sites will be brought to the next RSC, with a recommendation for SIDs should they be agreed by ESCC. Should ESCC agree sites, RSC asked to confirm arrangements for moving the SIDs regularly and to consider a regular plan/calendar for moving between sites.**

6.2 To consider whether to exclude the press and public from the meeting during consideration of the following item 6.3 pursuant to section 1(2) of the public bodies (admission to meetings) act 1960 on the grounds that publicity would be prejudicial to the confidential nature of the business

Agreed.

### 6.3 VAS

The meeting received a report on ESCCs response to a request for a VAS.

***Action: agreed to delegate to the Clerk to either decline or take to Council to accept a VAS based on the final response from ESCC regarding whether they approve it against their criteria.***

6.4 To invite the public to return to the meeting if they were excluded for the previous item

Agreed.

## **7 ROAD SAFETY SIGNS FOR LOCAL SCHOOLS**

The Assistant Clerk had communicated with the three parish schools. Whilst two had requested signage, the other felt that something on the highways would be more appropriate and so declined the offer.

**001537 RESOLVED** to purchase a sign as requested by each of the two schools, totalling around £115.

## **8 DRAINAGE**

Having chased Cllr Whetstone for drainage plans, the Highways Coordinator had obtained them for Groombridge and had been able to provide ESCC with additional information where it was missing from the plans.

Over the past two weeks ESCC has been undertaking investigative work in the parish and identified further gaps in their drainage inventory.

It is understood that St John's is included in a Southern Water review of drainage in Crowborough but it is unclear how far this has been completed. We currently do not have plans for Blackham and Withyham except for the lower part of Balls Green, although there is no knowledge of drainage in these areas on the RSC in order to undertake a review of the completeness of the plans in these areas.

## **9 REPORT ON SLR MEETING**

It is expected that the next SLR will receive an update on the A264 speed reduction works but understand it to be complete except for the marking of the centre lines.

Weedkilling was raised as where it was not being done the lining was being covered, and our ESH manager was looking at this issue.

There appears to be a discrepancy with ESCC believing missing cats eyes to be a maintenance issue, and so the responsibility of ESH, but ESH believing it to be a safety issue and so the responsibility of ESCC. Where ESH is taking this forward they are only giving it a category 4 intervention, which WPC feels to be too low. ***Action: put Cats Eyes onto the next SLR agenda. JC and MC to look at cats eyes in St John's next time they do a ward report.***

***Action: Last and future meetings' SLR notes to be circulated to RSC for information.***

## **10 SPEED WATCH**

Several sessions have been undertaken recently and they will start again after Christmas. Generally very few have been found to be speeding.

There are currently only 3 or 4 volunteers. **Action: Chair of RSC to attend local club and society AGMs and schools to try to recruit more volunteers.**

## 11 HIGHWAY COORDINATORS REPORT TO INCLUDE WARD REPORTS

An up to date list was circulated to the meeting showing what has been reported and is still either outstanding, not communicated by ESH to be complete, or ESH believes to be complete but the Highways Coordinator disagrees. There is also another sheet of all completed works which shows good progress.

Particular items raised by the meeting were:

- Hending Hill – the drainage appears to have been corrected after substantial works
- Forest Fold – water on the road reported numerous times and ESH has said gulleys are clear. Highways Coordinator has responded that gulleys are clear but drains are not.
- Vegetation growing over edge of Withyham Road – ESH has confirmed it will be cleared but as they feel it is not an immediate hazard they are unable to confirm a timeframe
- Bollards opposite St Thomas' School – reported
- Withyham Road between Ladies Mile and Ham Bridge – whilst drainage works have been undertaken there is still water from Ham Bridge
- Withyham Road between Ladies Mile and The Ridge – water on the road which will be an issue if it freezes. Highways Coordinator has reported twice and told not within intervention levels, will report again
- Cherry Gardens Hill – Highways Coordinator believes water is passing the gulleys
- Meadow Road/Corseley Road junction – hedge overgrown and obscuring sight lines when turning out of Meadow Road. **Action: Community Warden to speak with resident**
- Leaves in road – these are the responsibility of Wealden District Council to clear and they have made several visits to the parish to do so. Unfortunately parked cars mean it is not possible everywhere
- St John's Road/School Lane junction - hedge overgrown and obscuring sight lines. **Action: Highways Coordinator to ask ESH to inspect**
- School Lane at Reading Room – pole missing speed sign. **Highways Coordinator to look**

## 12 MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA

Members Guide to Highways circulated to RSC. Found to be useful but no need to put on a future agenda.

Community Infrastructure Levy – policy to be devised for use of monies received in conjunction with other committees.

Next meeting to review Earmarked Reserves and RSC priorities.

**13 DATE OF MEETING** - to note that the date of the next meeting is on Monday 14<sup>th</sup> March 2019 at 10am in the Parish Office, The Old Station, Groombridge.

The meeting closed at 11.55am