

Minutes of the **ROAD SAFETY COMMITTEE** meeting held on Monday 3rd September 2018 at 10.00 am in The Old Station, Groombridge

PRESENT: Duncan Sanders (DS) (Chairman), Barry Agutter (Vice Chairman & Highways Co-ordinator), Cllr Stephen Whittaker, Cllr Jane Clare, Linda Weekes

In Attendance: Natalie Brett - Assistant 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 Diana Kelly, Cllr Gwen Butcher, Jan Batchelor, Michael Clare.

3 DECLARATIONS OF INTEREST

DS declared an interest as the Bookings Secretary for Groombridge Village Hall in connection to agenda item 8.

4 MINUTES FROM MEETING OF 4th JUNE 2018 AND MATTERS ARISING

4.1 The Minutes of the meeting of 4th June 2018 were agreed.

001487A RESOLVED that the minutes of the meeting held on 4th June 2018 be taken as read and signed by the Chairman.

4.2 Matters Arising

Who	What	Update	Completed
RSC	RSC to continue to report obstructed, dirty or damaged signs/road markings directly to Highways.	Ongoing	Ongoing
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.	
Clerks	Website to be updated with how to report a Highways Issue	Still outstanding	
Assistant Clerk & BA	Conduct a Parish Highways Survey	Date still to be agreed, to now include Admin Assistant	

Assista nt Clerk	Assistant Clerk to contact East Sussex County Council (ESCC) for information on lining for the pavement area to prevent cars parking so far over. To ascertain if this is something the Parish Council can facilitate.	ESCC confirmed that this is NOT something the Parish Council is able to do.	Completed
Assista nt Clerk	To note St Michaels school as a possible location for a future SID.	Noted	
Assista nt Clerk	Request the Community Warden to monitor the situation at drop off times at St Michaels and provide a report with any recommendations to RSC.	Report provided to RSC	Complete
Assista nt Clerk	Contact Ian Johnson from ESCC to advise we have been briefed by RH and add to the SLR agenda	Done	Complete
Assista nt Clerk	Run a marketing campaign to try and increase the number of members. RSC members to also raise awareness.	In progress	
Assista nt Clerk	To amend and submit the Highway Coordinators job description to Council for approval as recommended by RSC	Done and Council Agreed	Completed
Assista nt Clerk	Requested to write letters to the Village Hall, Police and Race Organisers outlining concerns.	Letters sent. Response from Village Hall and Police received	Complete

5 ROAD SAFETY PROPOSALS RECEIVED FROM THE PARISH. - None

6 PREVIOUS ROAD SAFETY PROPOSALS UPDATE

Two previous applications had been received

1. The application from St Michael's School was reviewed at the last meeting. The outstanding matters were to investigate the possibility of lines being painted at the school. It was noted that ESCC had confirmed this was not something a Parish Council could facilitate. The Community Warden had produced a report regarding his monitoring of the parking outside the school. This was circulated before the meeting (addendum 1). The Community Warden was thanked for his thorough report. It was agreed to forward the report and recommendations to the School. The committee discussed what the Parish Council would be able to do with regards to education through possible signage. It was agreed that the assistant clerk would write to all the schools in the Parish to request an expression of interest in either a banner or sandwich type board promoting road safety, advising that if this were provided it would be with

the understanding that the school would be responsible for its siting on private land belonging to the school or with permission of the land owner. Withyham Parish Council's Highway Coordinator would be available to provide guidance. Costings for these were requested to be brought to the next meeting in addition to any exterior funding that may be available.

Action: Assistant Clerk to contact schools to gain an expression of interest on signs. Costings and funding for signs to be available for the next meeting.

2. The committee had been briefed by a resident on road safety plans for the community. This was raised at the Strengthening Local Relations (SLR) meeting and it was agreed that ESCC would advise the Parish Council should any of the plans progress with ESCC.

7 REPORT ON SLR MEETING

Cllr Whittaker (SW) reported on the SLR meeting of the 16th July. This is a meeting between East Sussex Highways, ESCC, the Highways Contractor, Withyham Parish Council and County Councillor Francis Whetstone. It was reported that this was SW's first SLR and it was also the first SLR with Withyham Parish Council's newly appointed Highways Coordinator. The Highway Coordinator role was introduced to the members of the SLR and his high level of knowledge noted as a significant asset to the Parish Council. SW advised that the customer service manager for the Highways contractor also attended which was helpful. He advised that number of staff in the contact centre has halved and is currently 11 staff in total dealing with all of the contacts on highways related issues. This has caused a back log which is slowly being dealt with. Pot holes and drains remain a priority with grass cutting being a low priority.

It was noted at the SLR that the hedge as you turn left on the A264 at Iron Church Lane is now with Highways Enforcement to be cut. The removal of the debris underneath the hedge will also be pursued.

It was stated that there had been no further information from ESCC on SID's despite persistent chasing by the Assistant Clerk and this would now be escalated to the ESCC Contracts Management team.

8 CYCLE RACES

It was confirmed that the Assistant Clerk sent letters to the race organisers, police and village hall as requested at the last Road Safety Committee meeting. No response had been received from race organisers. The Police had been helpful and communicative, endeavouring to attend the last race that took place in the village, however they had to attend a pressing incident on the day.

An update was given on the position of the Village Hall by DS. It was advised that conditions had been put in place on the bookings, that a field would be made available for parking and participants should not park by the shops. A request was also made by the Village Hall to change the days of the races to Sundays as these would cause less disruption. However, the village hall is reluctant to stop taking these bookings and it was raised that out of the last 10 races to traverse the Parish only 3 were from Village Hall bookings.

It was noted that a possible alternative venue would be the Tanyard.

The Highways Co-ordinator advised that in the process of speaking with the Police and anomaly had been discovered. Sportives and Triathlons are not governed by the same legislation as Cycle Races. Therefore these events do not have to inform the police or Highways Authority and request permission. This raised concerns regarding the safety of cyclists and marshals for these events. This matter was raised by the Highways Co-Ordinator for Withyham Parish Council with the MP for our Parish Nus Ghani who is also a Government Minister in the Department for Transport. An in-person meeting was then held with Nus Ghani, the Highways Co-Ordinator and the Chair of Withyham Parish Council on this matter and this will be followed by a letter outlining the issue discussed for further action by the Department for Transport.

SW Left the meeting

It was advised that a consultation had taken place in 2015 on cycling however it appeared no action had come from the consultation at this point. The consultation also did not consider Sportives or Triathlons.

It was noted that a government campaign is planned giving advice on the distance cars should travel from horses and bikes.

9 SPEED WATCH

It was advised that new volunteers are desperately needed for Speed Watch to continue. The Assistant Clerk advised that a campaign on social media would probably not target the correct people. It was agreed that DS would contact local clubs and societies and request a 10 minute window at their meetings to promote speed watch and attempt to recruit new members.

Action DS to promote Speed Watch with local Groups and Societies.

10 ROAD SAFETY CAMPAIGN

It was agreed to run the road safety campaign bi annually and revisit this in 2019.

11 HIGHWAY COORDINATORS REPORT TO INCLUDE WARD REPORTS

The Ward Chairs were thanked for their Ward Reports by the Highways Co-ordinator. Moving forward these will be incorporated in the Highways Co-Ordinators reporting spreadsheet which will enable to reports to be tracked and managed. In order to facilitate this the Assistant Clerk was asked to forward the measurements for potholes/criteria to members of the Road Safety Committee. It was noted that the safety of those gathering information for the ward reports was of the upmost importance.

It was noted that:

- The A264 was not yet showing on roadwaorks.org
- A264 double white lines have not been marked as advised by Mr Higgs from ESCC.
- Streetlighting is moving forward however some issues remain
- Kerbing works to Corseley Road 8-9th October
- Hendel Hill Closed for drainage works 8-9th October

12 MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA – None

- 13 DATE OF MEETING** - to note that the date of the next meeting is on Monday 3rd December 2018 at 10am in the Parish Office, The Old Station, Groombridge.

The meeting closed at 11.35am