

Minutes of the **ROAD SAFETY COMMITTEE** meeting held on Monday 4th March 2019 at 10.00 am at Groombridge Village Hall

PRESENT: Duncan Sanders (Chairman), Barry Agutter (Vice Chairman & Highways Coordinator), Jan Batchelor, Linda Weekes, Cllr Diana Kelly

In Attendance: Natalie Brett – Assistant Parish Clerk (Minutes)
Debbie Siddle – Parish Clerk (for Item 7)
Chris Harrison – Community Warden

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.

Relevant papers circulated prior to meeting to members of the Road Safety Committee are available in Appendix 1 at the end of these minutes.

1. **ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING** – No
 2. **APOLOGIES** – None. It was noted that Cllr Jane Clare and Michael Clare had resigned from the Road Safety Committee. Their many years of valuable support were noted by the members of the Road Safety Committee.
 - 3 **DECLARATIONS OF INTEREST** - None.
 - 4 **MINUTES FROM MEETING OF 3rd DECEMBER 2018 AND MATTERS ARISING**
 - 4.1 The Minutes of the meeting of 3rd December 2018 were agreed.
- 001596 RESOLVED** that the minutes of the meeting held on 3rd December 2018 be taken as read and signed by the Chairman.

4.2 Matters Arising

Completed

- Website now completed with how to report Highway issues
- Council requested an enquiry be made for additional rural cuts. East Sussex County Council (ESCC) advised that this is not an option they can accommodate.
- Cats eyes were added to SLR agenda as requested
- SLR notes were circulated for members of the committee to review.
- Meadow Road/Corseley Rd Junction Community Warden has spoke to resident
- VAS returned
- St Johns Rd/School Lane reported to East Sussex Highways (ESH)
- Highways Coordinator reviewed pole missing speed sign at reading room school lane and reported to ESH
- A264 works confirmed as completed

Outstanding

- Slow marker at Cherry Gardens Hill not yet reinstated
- A264 white lining still outstanding

5 PREVIOUS ROAD SAFETY PROPOSALS UPDATE

5.1 Speed Indicator Devices (SID's)

A paper was circulated prior to the meeting detailing the procedures and criteria that the Highways Coordinator and Assistant Clerk had worked to. An update was given that the police had agreed to the siting of the final SID. Next steps were agreed as:

Actions:

- **Research types and designs of SID's best suited to locations**
- **Gather costings for devices and installation for Road Safety Committee review.**
- **Contact any residents in the areas selected to advise and answer questions.**

The Assistant Clerk wished thanks be noted for the Highways Coordinator. He had been instrumental in progressing the SID's work and without his time and effort it would not be at the current stage.

- 5.2 White Gates – It was advised that these are the next priority for the Assistant Clerk once SID's have been completed based on the current priority order and work loads.

6 ROAD SAFETY PROPOSALS RECEIVED FROM THE PARISH/COMMITTEE.

6.1 Groombridge Traffic concerns raised by Ward Councillors

A paper on the ward meeting had been circulated. The issue of parking on the pavement and other inconsiderate parking in the village was highlighted with additional feedback, given to a member of the Road Safety Committee, from Mobility/wheelchair users who are often forced to turn back and try to find another route when out. The Community Warden advised that the law states that a clearance of 1.2 meters must be left when a car parks on a pavement for pedestrians. The Community Warden presented the Road Safety Committee with a notice that could be used by him on cars that are breaking the law. The Road Safety Committee agreed that the Community Warden should be issued with these notices for use.

It was further noted that the encroachment of detritus on pavements was also hindering residents who require mobility scooters/wheelchairs. This matter had been previously raised at the SLR meeting, but it was agreed the Assistant Clerk write to ESH to reiterate and forward on the issues being faced by residents.

Actions:

- **Issue the Community Warden with parking notices**
- **Assistant Clerk to write to ESH regarding pavements narrowing**

6.2 The Clapper

A paper was circulated prior to the meeting and it was agreed that the Clapper was of both of historic importance and usefulness to the parish. The Highways Coordinator was asked to proceed as per the recommendation:

“Recommendation: Request the Road Safety Committee agree to the Highways Coordinator dealing with the East Sussex County Council Structures team to discuss the maintenance and repair of the Clapper. To also agree to discussions with South East Water should it be required. Subject to the Assistant Clerk being advised and included where necessary and an update being provided to the Road Safety Committee and Council where applicable.”

6.3 Plummy Feather Layby

It was noted that attempts had been made in the past to erect a form of shelter for students and other residents who catch the bus in this location. However, in the past this had always proved prohibitive. It was agreed to add this to the Road Safety Committee list of projects but as a low priority. It was noted that a survey of use would be a good starting point should this be taken further.

Action:

- **To be added as low priority to the projects list.**

Parking at St Thomas School was raised with the suggestion of kerbing or bollards to prevent the erosion of the verges. It was agreed to add this to the SLR agenda for ESCC to advise if they would consider this

Actions:

- **Add Kerbing/Bollards at St Thomas to the SLR Agenda**

7 LYE GREEN JUNCTION

A report from the Highways Coordinator was circulated to the Road Safety Committee. It was agreed that the recommendations in the report be made to ESCC and this item added to the next SLR agenda.

Actions:

- **Add this item to the SLR Agenda and send report in advance to ESCC.**

DS joined the meeting

8 THE MISSING LINK

DS briefed the Road Safety Committee on the papers circulated prior to the meeting which included the feasibility study by ESCC, a time line of events and a summary document. It was noted that the missing link project has been ongoing since 2014 and DS was thanks for all the time and effort put into this project in an attempt to make it a reality.

It was with great regret that the Road Safety Committee agreed that this project was now beyond the feasibility of the parish council to undertake with costs far exceeding those anticipated and alternatives not being achievable or providing an adequate solution. It was hope that if residents still felt strongly that this should be completed, they would contact ESCC who as the Highways Authority would have the remit to action the works. It was agreed to write to the members of the original missing link group to advise them of this.

001597 RESOLVED to recommend to council that the Missing Link is no longer viable.

DS left the meeting

9 REVIEW EARMARKED RESERVES AND ROAD SAFETY COMMITTEE PRIORITIES

It was agreed to make the following changes to the “Projects for the Road Safety Committee” document to reflect the current priorities:

1. Cherry Gardens Hill – White Gates to be listed as No.2
2. Road Safety Campaign to be removed as completed
3. SID's to be listed as No.1
4. School in the Parish to be removed as signs being ordered and delivered where requested
5. St Michael to be removed as unable to support

6. A264 to be removed as now complete
7. The Ridge to be removed as not viable
8. Withyham Rd/Station Rd Yellow lines to be removed as not viable
9. Dropped Curb at Groombridge shops to be removed as not viable.
10. The Clapper to be added as No.3
11. Plummy Feather to be added as No.4

It was agreed to review the amended “Projects for the Road Safety Committee” document at the next Road Safety Committee meeting.

Actions:

- **To amend the Projects for the Road Safety Committee order as above.**

10 COMMUNITY WARDEN

The Community Warden advised the Road Safety Committee how he deals with road safety and parking issues in the Parish. He asked that residents and councillors do not wait to report matters, and if they see an issue to report it directly to Operation Crack Down. It was note that in order to report an issue the required information is:

Day
Date
Time
Location
Make
Model
Registration Plate

A photo of the offence was noted as helpful, but residents should not be put off making a report if they do not have a photo as this is not a requirement and it was understood that some residents may feel unsafe taking a picture.

11 TERMS OF REFERENCE

New terms of reference were reviewed and agreed subject to the final sentence in Term of Reference being amended to “Its role is to consider projects in the parish that will enhance road safety and to recommend priorities to the Council; although it acknowledges that it is not the Highway Authority which is East Sussex County Council herein after referred to as ESCC.”

001598 RESOLVED to agree and recommend the Terms of Reference as detailed above to Council

12 REPORT ON SLR MEETING

The last set of minutes from the SLR were circulated to the Road Safety Committee, it was noted that the SLR is not a public meeting. Cllr Kelly briefed the Road Safety Committee on the notes and advised that the meetings had improved with attendance from additional member of ESCC and ESH. It was felt that a lot had been covered in the meeting and progress was being made.

13 NOTE EAST SUSSEX HIGHWAYS ANNUAL REPORT - Noted

14 SPEED WATCH

The Assistant Clerk raised a concern regarding the running of speed watch during purdah which commences from the 18th March until the elections in May. It was advised that there is no speed watch currently scheduled in however the Cllr who leads on speed watch was intending to present to the WI at their next meeting. It was recommended that SALC be contacted for their view on if this would contravene Purdah. The Road Safety Committee agreed to follow the advice given by SALC and asked the Assistant Clerk to action as required.

Action:

- ***The Assistant Clerk to contact SALC for advice on Purdah as noted.***

15 HIGHWAY COORDINATORS REPORT TO INCLUDE WARD REPORTS

The Highways Coordinator circulated his defects log for review and highlighted a few matters of interest. It was advised that the Highways Coordinator and Assistant Clerk had attended a meeting with ESCC's about Highway boundary plans for the parish. Withyham Parish are now being used as a pilot for a new tool to map highways boundaries.

The Highways Coordinator advised that he had undertaken a night scout for street lighting, a parish survey for highway defects, followed up ditching works, investigated and reported drainage on Iron Church Lane and other areas of the Parish.

It was confirmed that to date 8 new LED street lights have replaced old street lights in the Parish.

A request was made that should residents of the parish note any highways defects that they be reported to ESH directly.

The Highways Coordinator was thanked for all his time and hard work.

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

Members of the Road Safety Committee were asked to consider recommending to a friend or neighbour the benefits of joining the Road Safety Committee or becoming a councillor.

17 DATE OF MEETING

Noted the date of the next meeting Monday 3rd June 2019 at 10am in the Parish Office, The Old Station, Groombridge.

The meeting closed at 11.55am