

Minutes of the **ROAD SAFETY COMMITTEE** meeting held on Monday 4<sup>th</sup> September 2017 at 9.30 am in The Old Station, Groombridge

**PRESENT:** Duncan Sanders – Chairman Road Safety Committee, Barry Agutter (Vice Chairman), Cllr Anne Jenkins, Cllr Diana Kelly, Jan Batchelor, Linda Weekes, Michael Clare

**In Attendance:** Natalie Brett - Assistant Parish Clerk, (Minutes)  
Mrs E Quarrie – Member of the Public for item 6  
Mr J Quarrie - Member of the Public for item 6

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.

Mr and Mrs Quarrie attended the meeting and spoke about their interest in Road Safety and in particular the promotion of cycling and cycle routes within the parish. They also wished to highlight the safety concerns of the crossings on the Forest Way cycle path. It was further raised that speed limits in the parish are an area of concern in particular the need for 20mph by the local schools.

The Chairman of the Committee thanked Mr and Mrs Quarrie for their comments.

1. **APOLOGIES** - Cllr Jane Clare, Cllr Gwen Butcher
2. **MINUTES FROM MEETING OF 5<sup>TH</sup> JUNE 2017 AND MATTERS ARISING**  
The Minutes were agreed.

Matters Arising

Who	What	Update	Completed
Clerks	Investigate who The Ridge has spoken with at ESCC and whether ESCC has given permission to undertake works	Details received from Sue Smith. However contact has since left highways. Assistant Clerk investigating if a record of agreement exists with Highways.	Ongoing
Clerks	Clarify whether ESCC would allow volunteers to undertake the works	Policy currently going through ESCC Highways will give full guidance to Parish Councils. Should be available in June.	Ongoing
Mr Agutter	Obtain more information about the specifications and costings of the grasscrete bays installed by the Highways Agency	BA still investigating	Ongoing
Clerks	Approach Groombridge garage and alert them to residents' concerns	To be kept an eye on for possible follow up.	Ongoing
Clerks	Follow up issues with railway bridge deck at Back Lane	No further action by SVR	Ongoing
RSC	Members of the committee to notify any obstructed signs to the ward chairs for adding onto ward reports and Assistant Clerk in order to report.		Ongoing

Clerks	The Assistant Clerk to raise at the next clerks networking meeting the possibility of a joint road safety campaign.	See briefing note	Ongoing
Clerks	The Assistant Clerk to write to ESCC Highways regarding the inability to have a ball park figure for works.		
Clerk	The Assistant Clerk to contact Speldhurst Parish Council for information on their gates and the process they undertook, to also contact Highways to find out costings and procedure so that full information can be provided at the next suitable council meeting for the council to action..		Complete
Clerks	Assistant Clerk to follow up county wide speed review being undertaken by ESCC Highways.	In progress	

### 3. UPDATE ON ROAD SAFETY PROPOSALS

**Cherry Gardens Hill Installation of White Gates** – Awaiting specifications and designs from Highways ready for proposal including costing to be sent through to council.

**Parish Mini SID's** – Awaiting costings, specifications and process from Highways for proposal including costings to be sent through to council.

**Dropped Kerb at Groombridge Village Shops** – After a site meeting with the safety officer for Highways it was advised that Highways would not allow a crossing in this area due to safety concerns.

**Action: To be added to the next SLR agenda to discuss possible alternatives.**

A264 Blackham – County wide speed review included this road. Highways to hold a speed survey at the end of September to assist in the decision for action on this road. It was noted that there had been another serious accident in this location.

**Action: Assistant Clerk to follow up speed survey. Assistant Clerk to advise M Higgs of the serious accident**

### 4. ROAD SAFETY CAMPAIGN

The Assistant Clerk provided an update on the Road Safety Campaign agreed at the last meeting.

The campaign will be run in partnership with Crowborough Town Council, working closely with East Sussex Fire and Rescue. The Campaign will focus on Speed and culminate in Road Safety Week. Local Schools will be contacted with the opportunity to have a visit from the East Sussex Fire and Rescue education officer. They will also be asked to encourage their students to partake in a competition to design a speed awareness poster. Each School will have its winning entry made into a poster for display at the school during Road Safety Week in November.

East Sussex Fire and Rescue have also agreed to help with installation of road signs designed using physiological research to have maximum impact on road users, encouraging them to reduce their speed. Banners and other posters will also be produced for the campaign which can be reused in future years.

**Action: Road Safety Committee to advise the Assistant Clerk of locations for the road signs, posters and banners.**

It was also advised that a grant for £1,500 will also be applied for jointly by Withyham Parish Council and Crowborough Town Council to fund the activities and materials.

A further meeting will be held with East Sussex Fire and Rescue to finalise details of the road signs but also to obtain details of where speed watch groups could operate in the Parish and look at ways to encourage more participation in the Parish.

**Action: RSC to provide the Assistant Clerk with locations that would be advantageous for the Speed Watch coordinator to look at with a view to using.**

There will also be a media publicity drive and a social media campaign running alongside the other activities.

It was recommended that after the event an evaluation of how successful it has been be done.

**Action: To provide council with a briefing note on the update.**

## 5. PARKING PROPOSALS ST JOHNS

The information provided by Senior Traffic & Safety Officer from East Sussex County Council Road Safety Team was reviewed. It was highlighted that additional lines across the road from the suggestions on item 2 be necessary as this is where the children cross the road and would have a significant impact on the safety of the children attending the school. It was further commented that the condition of the road surface on this road is shocking and the committee would strongly suggest it be resurfaced prior to any line work. It was also noted that whilst these lines are helpful there is very little by way of enforcement.

**Action: Assistant Clerk to advise ESCC of comments.**

## 6. INCREASE IN CYCLE EVENTS ON PARISH ROADS IN RELATION TO SAFETY OF OTHER ROAD USERS

It was discussed that a number of cycle events had occurred in the Village, centred at the Village hall in Groombridge but also passing through the Parish. A resident had offered their land for parking for one such event which has alleviated some of the congestion with parking however this would not be a long term option due to the effect of weather conditions on the land used. An email received by the Parish Office from a member of the public was shared with the committee and aided in the discussions that followed. It was hoped by members of the committee that a compromise could be found between the race organisers and the local residents. In order to help facilitate this the assistant clerk was asked to investigate who the organisers of these events are and make contact with them to facilitate communication with the Parish Council on events.

There were concerns that speed trials had been run outside the bakers resulting in dangerous road conditions for all road users including the cyclists. It was further noted that there is legislation relating the road events by cyclists, also that unless a road needs to be closed East Sussex Highways do not need to be notified, however the Chief Constable of the Police must be notified of any cycle race.

It was noted that there are four types of cycling race, Road Racing, Time Trials, Sportives and Triathlons. The controlling body for cycling is British Cycling who maybe a useful contact.

**Action: Assistant Clerk to investigate to who the organisers of these events are and make contact with them to facilitate communication with the Parish Council on events.**

It was noted that a number of these events are run in conjunction with a booking for the Village hall. It was suggested that a list of issues that have been experienced in the parish be provided to the village hall for onward correspondence with those who made the booking and to assist those groups making future bookings in understanding what the potential issues could be.

**Action: RSC to provide list of issues to Assistant Clerk for collation and forwarding to Groombridge Village Hall.**

**DS left the meeting – BA as Vice Chairman, chaired the remainder of the meeting.**

The cycle route at Forest Way was raised as an excellent cycle path for riders. However safety concerns were raised about the crossings on this route. There is very little signage and road markings to allow for safe crossing. It was requested that this be taken to the SLR for review as to what Highways could do to make this safer. The committee was also asked to provide the assistant clerk with any photographs from these site that would illustrate the problems, including finger posts that have been damaged.

**Action: Assistant Clerk to add the safety of cyclists and pedestrians at the junctions on the Forest Way to SLR agenda. RSC to provide photographic evidence of issues.**

**Members of the Public left the meeting.**

## **7. OTHER ROAD SAFETY ISSUES**

Parking on the pavement in particular at the Doctor's in Groombridge is causing issues for pedestrians including those with mobility scooters and pushchairs.

**Action: Assistant Clerk was asked to add this to the next newsletter**

The Road markings at the end of Ladies Mile are worn and no longer visible. There are also other areas in the parish where road markings are no longer visible. The committee agreed to provide details of these to the assistant clerk for inclusion in the next SLR meeting. It was noted that Crowborough has recently had a number of road markings relined.

**Action: Committee to provide details of locations where road markings are no longer visible. Assistant Clerk to collate and take to SLR. Assistant Clerk to contact Crowborough Town Council to ascertain how they had their road markings repainted.**

Dirty signage on roads was also raised as an issue. It was agreed that these should be reported to East Sussex Highways by members of the committee when they are seen or alternatively the assistant clerk notified so the office can report the issue.

**Action: Dirty signs to be reported by RSC to Highways as seen or notified to the assistant clerk for onward reporting.**

A member of the public in Groombridge has requested that the kerb on the other side of the village shops be removed as it juts out and causes an obstruction when cars are parked next as the road narrows at this point. The committee agreed to take this to the next SLR meeting.

**Action: Assistant clerk to add to next SLR meeting.**

**AJ Left the meeting**

**8. WARD REPORTS**

The ward reports were reviewed and it was agreed to submit to the highways Steward for action. It was noted that some of the proposed ditch work in the parish had been completed by East Sussex Highways, the Assistant Clerk was asked to follow this up. The issue of street cleaning was also raised and the Assistant Clerk was asked to continue to try and obtain a schedule for this.

**Action: Assistant Clerk to submit the ward reports to the Highways Steward and request update on ditching works. Assistant Clerk to continue to try and obtain a schedule of street cleaning in the Parish.**

Two issues with overgrown hedging/trees causing obstructions to pedestrians/vehicles were raised and the Assistant Clerk was asked to report these to Highways for enforcement.

**Action: Assistant Clerk to report obstructions to paths and highways to Highways Enforcement.**

It was noted that a pot hole repair in St Johns had disintegrated within a few days of being repaired and it was questioned how the quality of Highways repairs was monitored. The Assistant Clerk was asked to add this to the SLR agenda.

**Action: Assistant Clerk to add quality check of highways repairs to SLR.**

Copies of the maps sent to the Parish Council by Highways showing the highways boundaries were shown to the committee. These had come through with no road names, grid references or identifying marks on, through the hard work of a member of the committee these had been annotated and referenced. The committee expressed its dissatisfaction at the way these had been provided and thanks BA for his sterling work on making them a useful and usable set of documents which will aid in significantly in keeping highways accountable.

**9. MATTERS OF URGENCY TO FORWARD TO PARISH COUNCIL - None****10. NEXT MEETING – 10AM, 4 DECEMBER 2017 AT THE PARISH OFFICES, GROOMBRIDGE.**

The meeting closed at 12.20PM