

Minutes of the **ROAD SAFETY COMMITTEE** meeting held on Monday 6th June 2017 at 9.30 am in The Old Station, Groombridge

PRESENT: Duncan Sanders – Chairman Road Safety Committee, Barry Agutter, Cllr Anne Jenkins, Cllr Diana Kelly, Cllr Jane Clare, Linda Weekes

MINUTES: Natalie Brett - Assistant Parish Clerk, Withyham Parish Council

APOLOGIES - Jan Batchelor, Cllr Gwen Butcher, Michael Clare

1. MINUTES FROM MEETING OF 6TH MARCH 2017 AND MATTERS ARISING

Amendments to the minutes were agreed and a copy will be provided to the Chair to sign once the amendments have been made.

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. Ass 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	Chase issues with railway sleepers at Back Lane	Awaiting response from SVR. Accident involving a horse on the bridge has resulted in repairs and review by SVR.	Ongoing
Clerks	The Assistant Clerk was requested to contact the Clerk at Maresfield to find out how this came about.	Done see briefing note	Completed
Clerks	The Assistant Clerk to investigate if the Parish Council can advise on collisions to be added to the map.	No this can only be done by police	Completed
Committee/Clerk	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.	Nothing received	Ongoing

Clerks	The Assistant Clerk to try and ascertain an estimated costing for each of the projects under consideration.	Costing can only be given through a feasibility study.	Completed
clerks	The Assistant Clerk to raise at the next clerks networking meeting the possibility of a joint road safety campaign.	See briefing note	Ongoing
BA	BA to investigate the specification for White Gates.	Nothing found	To be referred to ESCC
Committee	Members of the committee to advise Assistant Clerk on suggested locations of the White Gates.	Nothing received	Ongoing
Clerks	The Assistant Clerk to investigate speed campaigns for the next meeting.	See briefing note	
Clerks	Assistant Clerk to ask WPV to review the site and make recommendations of possible works	Request made and review in progress	Ongoing
Clerks	Assistant Clerk to investigate if Highways would consider yellow lines.	ESCC Highways contacted	Referred to ESCC
Clerks	The Assistant Clerk to investigate the cost of a feasibility study for a dropped curb and investigate grants.	Awaiting response from Highways	Ongoing
Clerks	Assistant Clerk to send ward reports to Highway Steward	Done	Completed
Clerks	Assistant Clerk to investigate when the bridge was last inspected and advise that large lorries are traveling across it.	Bridge owned by SVR not highways. SVR notified and asked about inspections. Any overweight lorries seen should be reported to 101.	To follow up
Clerks	Street Cleaning and Gully cleansing is still and issue in the Parish.	Ass Clerk attempting to get a schedule for these works.	Ongoing

It was requested that the Assistant Clerk follow up after the incident at Back Lane of a horse's hoof being stuck in the bridge as concerns were raised as to safety on this bridge. It was also noted that signage has appeared on the roads which seemed to show a bike or road race may be taking place which would use this bridge. ***The Assistant Clerks was asked to contact Sustrans to see if they are aware of this and if so make them aware of the concerns regarding safety. Also to follow up with SVR following the incident.***

It was requested by the Chair of the Finance and Admin committee Cllr Jenkins that a strongly worded letter be sent to ESCC Highways with regard to no costings being made available without a feasibility study being undertaken. The cost of a feasibility study, at £750, is a substantial amount of money for a Parish Council to spend without first knowing if a project would be affordable to the Parish Council.

It was suggested that other contractors could be approached to ascertain costings for road projected in order to obtain a ball park figure. There was also a consideration that details of drainage, utilities and communication lines may be in the area so research into their locations would need to be done prior to requesting any outside quotes.

BA to provide the assistant clerk with a list of statutory undertakings that would need to be located on any quote requested.

The Assistant Clerk to write to ESCC Highways regarding the inability to have a ball park figure for works.

It was noted that Speldhurts have had White Gates installed.

The Assistant Clerk to contact Speldhurts Parish Council and request costings and details of how these were obtained.

3 ROAD SAFETY CAMPAIGN

A briefing note was circulated before the meeting. It was agreed that this was a good idea that could have a very positive effect on road safety. The Assistant Clerk was asked to follow this up with other local clerks and present a plan to Council for approval. A budget of £1,000 from the Road Safety Committee budget was agreed with an additional £500 to be used subject to agreement at a Parish Council meeting. It was requested that members of the committee make themselves available should the Assistant Clerk require support on the project.

Assistant Clerk to follow up with Wealden Clerks and provide information and a plan to Council.

001230 RESOLVED to recommend to Council that the Council runs a Road Safety Campaign.

4 ROAD SAFETY PROPOSALS

The budget for the Road Safety Committee needs to be allocated as current reserves have not been earmarked and cannot remain so. It was agreed to go through the proposals and look at a priority order, including recommendations to be taken to the next Parish Council Meeting.

4.1 Cherry Gardens Hill. Following the site meeting with ESCC Highways at Cherry Gardens Hill an opportunity has arisen for the installation of White Gates. The committee felt that this would be a good way to reduce speeding in the area whilst waiting for the county wide review of speed limits by ESCC Highways.

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..

001231 RESOLVED to recommend to council that White Gates be installed on Cherry Gardens Hill.

4.1 Blackham. This could also be a site for White Gates and can be reviewed after the initial Cheery Gardens Hill gates have taken effect. This is also part of the county wide speed limit review.

Assistant Clerk to follow up county wide speed review being undertaken by ESCC Highways.

4.2 St Michaels School. A site meeting is to take place between Roger Palphramand from the Withyham Parish Volunteers (WPV) and the Chair of the Road Safety committee Duncan Sanders to see what could be done by the WPV at this location.

4.3 The Ridge. The person who the Ridge Association spoke to at ESCC Highways is no longer employed at ESCC Highways. ***The Assistant Clerk to see if any record still remains at ESCC Highways of the conversation.***

4.4 Withyham Road/Station Road Roundabout. The Assistant Clerk has contacted ESCC regarding Yellow Lines in this location and is awaiting a response.

4.5 Dropped Kerb. The Assistant Clerk is waiting for a response from ESCC Highways. It was agreed that this is a priority and should be recommended to council. ***The Assistant Clerk to obtain information for review at the next suitable council meeting.***

001232 RESOLVED to recommend to Council to install a dropped kerb at the shops in Groombridge

4.6 **Weigh Restricted Bridge.** The bridge is not under highways but it is the responsibility of the Spa Valley Railways (SVR). The Assistant Clerk contacted SVR to advise them that overweight Lorries have been seen travelling over the bridge and to request when the bridge was last inspected. Highways also advised to dial 101 and report overweight lorry's, .A possible item for the Newsletter or FaceBook. ***The Assistant Clerk to follow this up if not response received. BA to review signage and meaning.***

5. OTHER ROAD SAFETY ISSUES

An additional item was raised relating to Speed Indicator Signs (SID's). Speldhurst has recently had three poles installed with one movable sign that alternates between the posts. The movement of the sign prevents drivers from becoming complacent and expecting to see it. Costings had been obtained on the Speldhurst SID and were handed out to the committee. It was agreed that this would be a good idea for the parish and a number of locations for siting the SID came easily to the committee. It was recommended that the signs be used in areas of 30/40 MPH speed limits and the option which recorded speed data would be useful. It was suggested that if this was a success further such devices could be used in future years in other trouble areas.

The Assistant Clerk to contact ESCC Highways to obtain costs and processes for SID's for review at the next suitable council meeting.

001233 RESOLVED to recommend to Council to provide a SID system for the parish

- 5.1 WARNING SIGN FOR TRAFFIC COMING OUT OF PARK CORNER LANE ONTO ERIDGE ROAD.
***BA to advise the assistant Clerk what signage is on this junction.
To be raised at SLR.***

The items on this part of the agenda were arranged in priority order with actions as displayed on the attached page.

Projects for the Road Safety Committee

Road Safety Committee Priority order	Name	Project Details	Initial Cost	Estimated Project Cost	Information on costings	Date first submitted to committee	Additional Notes/Actions	Referred to Council to request approval
1	Cherry Gardens Hill	Installation of White Gates to assist with speed reductions	TBC	TBC	Assistant Clerk to obtain from ESCC Highways	5/12/2016	Location meeting with ES Highways and residents on 16-3-2017. Opportunity for White Gates, county wide speed review also being undertaken	6/5/2017
1	Road Safety Campaign	To run a campaign to raise awareness of road safety in conjunction with other parishes, culminating in Road Safety week in November	N/A	£1,000	With £500 contingency	6/3/2017	Assistant Clerk to coordinate with other parishes	6/5/2017
1	Parish Mini SIDS	Installation of three locations with a movable Speed Indicator Device (SID) to be used in areas of the Parish with a speed limit of 30/40 MPH		£6,000	Information on costings received from Speldhursts as issued to them by KCC	6/5/2017	Costings from KCC, ASS Clerk to contact ESCC for costings and refer to council for review	6/5/2017
2	Dropped Curb Groombridge Shops	Dropped curb allowing disabled access to the shops in Groombridge	£700 feasibility study????	£1,500	A pair of dropped curbs are in the region of £1,500 and this amount would not reduce by much for a single dropped curb	1/3/2017	Awaiting confirmation on costing and feasibility study from ESCC	6/5/2017
3	A264 Blackham	Speed Reduction to 40mph from Ashurst to beyond the Iron Church Lane turning	£400 speed survey	TBC	TBC - Cost would include a road traffic order, new signage and any engineering works required.	5/12/2016	"ought to be 40" group set up by resident Keith Adams, he has contacted ESCC and has sent them a report.	
4	St Michaels School	Safer pedestrian facilities and improved parking based on Minutes for ESCC transport Committee 16th December 2013	£700 feasibility study	£28,000	£28,000 minimum (price quoted in 2014, this will have raised significantly since then)	1/3/2017	Now under review by WPV	
5	The Ridge	Parking at the Ridge, installation of grass creteing for parking.	£700 feasibility study	£30,000	£30,000 (costs dated Oct 2016)	1/3/2017	Assistant Clerk looking for record of conversation with ESCC.	
5	Withyham Rd/Station Rd	Addition of Yellow lines			Awaiting information from ESCC	6/3/2017	Awaiting information from ESCC	

6 **REPORTS FROM WARDS: GROOMBRIDGE, WITHYHAM, BLACKHAM AND ST JOHN'S (TO BE CIRCULATED ELECTRONICALLY TO COMMITTEE MEMBERS PRIOR TO THE MEETING).** Ward report was received with thanks from Cllr Jane Clare. *Assistant Clerk to forward the ward report to the Highways Steward.*

7 **MATTERS OF URGENCY TO FORWARD TO PARISH COUNCIL.** The overgrown verges that cause obstruction to views from junctions need to be raised at the SLR as they are becoming an issue again. *The Assistant Clerk to find the list of junctions which this issue that was produced previously and provide to ESCC Highways.*

There are two trees/hedges that are becoming an issue in the parish and letters are to be sent to their owners as there has been no success with other communications. *The Assistant Clerk to send letter.*

There have been reports of Segway and electric scooters being ridden in the parish. Information on their use on the highway to be reviewed for possible inclusion in the next newsletter.

Frant are currently having a large amount of pavement works. *The Assistant Clerk to contact Frant Parish Council and investigate how this has come about.*

8 **NEXT MEETING – 10AM, 4 SEPTEMBER 2017 AT THE PARISH OFFICES, GROOMBRIDGE.**

The meeting closed at 11.33am