TIPTREE PARISH COUNCIL

MINUTES OF HIGHWAYS, STREET LIGHTING AND FOOTPATHS COMMITTEE MEETING

A meeting of the Highways, Street Lighting and Footpaths Committee took place on Monday 3rd February 2020 at 7.30 pm in the Meeting Room, Community Centre, Caxton Close

Present Cllrs:	R Smithson (Vice Chairman)	S Allen-Shepherd
	C Bigg	S Redgewell
	B Wood	

Also in attendance – Six members of the public and the Deputy Clerk to the Council

519/19 **Apologies for Absence**

There were apologies for absence from Cllr Mattinson.

520/19 **Declarations of Interest**

There were no declarations of interest.

521/19 **Chairman's Announcements**

Cllr Smithson urged all Councillors to read the House of Commons Transport Committee Pavement Parking report that had been previously circulated by the Clerk.

522/19 **Public Questions**

A resident circulated photographs showing the condition of the bus shelter outside St Luke's Church in support of her email (item 9.6 on the agenda).

523/19 **Footpath Warden**

Cllr Smithson welcomed the three volunteers to the meeting and explained the required role of walking the 34 footpaths within the parish at regular intervals and reporting any issues found. The Footpath Wardens would not be employed by the Parish Council. A map of all the footpaths in the parish was circulated. It was suggested that the parish footpaths map obtained from the Parish Council office would also be a useful aid. Mr Evans offered to put together a spreadsheet in order to divide up the paths and ensure that all the footpaths were covered.

In order to report initial issues, it was suggested that the Footpath Wardens bring photographs into the office in order to enter the issues on the Essex Highways interactive PROW map.

Cllr Smithson thanked the volunteers for their interest and for attending the meeting.

524/19 **Transport Representative Report**

It was agreed to discuss the two communications received (items 8.2 and 9.6 on the agenda) regarding the bus shelter outside St Luke's Church as the first item under the above heading.

A letter from a resident written to First Bus regarding the bus stop outside St Luke's Church had not received a response. The Deputy Clerk will write to Essex Highways in respect of the lack of signage for the bus stop and provision of a displayed timetable. This letter and a further email from a resident referred to the condition and appearance of the bus shelter. The Grounds Team had performed an initial tidy up of the bus shelter but intend to pressure wash the shelter during the spring months. They will also be asked to look at tidying up the bench within the shelter.

Mr Whybrow circulated photographs of damage to the buses from stones being thrown in Church Road. He asked whether this was a matter that could be addressed by the Parish Council security patrols. It was explained that the security company was employed to patrol Parish Council property and that this was outside their remit. It remained a matter for the police and it was hoped that the recent increased police presence would help with such crime.

Cllr Redgewell reminded Councillors about the 'Meet the Cops' session to be held on 24th February 2020.

It was thought that Cllr Mannion may have had a meeting with the bus company and police and this would be reported to the next Full Council Meeting.

Mr Whybrow suggested that the poor lighting in Church Road may be contributing to such crime issues. Cllr Smithson provided details of the existing fault along the stretch of the road including the pedestrian crossings.
Mr Whybrow suggested that perhaps both the pedestrian crossings at St Luke's and Tesco should be taken out of use due to the lack of lighting. Deputy Clerk to check if this is an option.

Mr Whybrow detailed amendments to the bus services within Tiptree. Details to be provided to Cllr Mattinson for inclusion on the Tiptree Parish Council Facebook page.

525/19 **Deputy Clerk's Report**

The Clerk provided an update on the lighting fault in Church Road and details of faulty street lights that had been repaired or were scheduled for repair.
Cllr Smithson reported that two lights in West End Road were still not working.
Notification had been received from A & J Lighting that the price of the old sodium 'sox' lamp will be increasing and there is limited availability.

The transfer of improvements to the junction of Church Road/Station Road/Chapel Road/Factory Hill to a capital project due to the cost of the required work was discussed. Further consultation with Cllr Mannion and Cllr Jowers regarding available options would be required.

Mr Whybrow suggested forbidding right hand turns from Chapel Road into Church Road so effectively all vehicles would be directed left to the roundabout at Factory Hill.

The Parish Council was still awaiting a response from Cllr Jowers regarding a number of highways issues that had been raised including the surface of Church Road. Cllr Wood offered to speak to Cllr Jowers regarding these issues. Deputy Clerk to forward previously requested information to Cllr Wood.

Two benches within the parish had been repaired by the Grounds Team and a number of road name signs in poor condition had been reported to CBC.

Mr Whybrow spoke about the lack of bus stops at Wilkins and at Perrywood Garden Centre. Deputy Clerk to write to both businesses to ascertain if they would be interested in funding additional stops.

The speed activated sign in Maldon Road that works intermittently requires some attention. Deputy Clerk to contact Essex Highways to request a repair.

526/19 **Minutes of Meeting**

The minutes of the meeting on 2nd December 2019, having previously been approved by the Council, were signed by the Vice-Chairman Cllr Smithson.

527/19 **Highways Matters**

Pavement Repairs – Cllrs Mattinson and Smithson still to detail the repairs required along the full length of Church Road and other known areas. Councillors to forward any particular issues to Cllrs Mattinson and Smithson as soon as possible so that the required repairs may be submitted before the end of the financial year.

Church Road A-boards - CBC has written to, and visited, all the businesses displaying A-boards on Highways property. Situation to be monitored and followed up if required.

Directional signs – Priory Road/West End Road – reported repairs have not been carried out and it seems unlikely that they will be.

Installation of bollards on verge at junction of Station Road/Maldon Road – a quote has been sought whilst permission from Essex Highways is still awaited.

Requirement for a pedestrian crossing outside ASDA – The previous problems associated with installing a pedestrian crossing were discussed. The requirement for a crossing had been raised by a number of residents during the Neighbourhood Plan consultation. Cllr Allen-Shepherd to send summary report

to Cllr Smithson. Deputy Clerk to send letter to Highways to see if any potential options exist.

Email from a resident regarding the state of the village - The surface of the road in Church Road was discussed. Despite numerous reportings of the issue, repairs have not been effected. Deputy Clerk to write to Essex Highways regarding both the road and associated pavement problems.

Letter from a resident requesting a pedestrian crossing and streetlighting in the vicinity of Cherry Chase/Anchor Road junction – Cllr Bigg offered to look at the frequency of street lights in the location and advise the Deputy Clerk.

528/19 **Community Transport**

Due to the absence of Cllr Mattinson, an update was not available regarding the submission of a proposal for a bus shuttle service.

529/19 **Local Highways Panel**

There were no further updates to report other than the transfer of improvements to the junction of Church Road/Station Road/Chapel Road/Factory Hill to a capital project scheme.

530/19 **Financial Comparison**

The income and expenditure sheet was circulated. A discrepancy regarding 4075 electricity was noted. Deputy Clerk to seek explanation from the Clerk and circulate to the Committee.

531/19 **Frequency of Highways Meetings**

It was proposed, seconded and unanimously agreed to hold meetings on a monthly basis to follow the Policy and Finance meeting. The next meeting will therefore be on 2nd March 2020.

532/19 **New/Existing Reportable Matters**

This will act as a forum for reporting both highway and street lighting issues. Cllr Wood to ascertain further details of a reported unlit area of a footpath near Caxton Close and forward to the Deputy Clerk.

There being no other business the meeting closed at 9.03 pm.

Signature..... Date..2 MARCH 2020.