



**Working for the Community in Rotherfield, Mark Cross,  
Eridge Green, Boarshead and surrounding areas**

**MINUTES OF THE MEETING OF THE HIGHWAYS, LIGHTING AND TRANSPORT COMMITTEE  
HELD ON TUESDAY 25<sup>TH</sup> JULY 2017 AT 19:30  
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL**

**COUNCILLORS PRESENT**

Cllr. A. Martin (Chair)

Cllr. T. Gilbert

Cllr. L. Henrick

Cllr. J. Kitchenham (Vice Chair)

Cllr. R. Harris

**ALSO PRESENT**

Trevor Thorpe, Parish Clerk, a Parishioner and Cllr. G. Farmer who was observing the meeting.

**ABSENT**

Cllr. N. Wickenden

**1. TO RECEIVE THE FOLLOWING: -**

**a) Apologies for absence (LGA 1972 s85)**

An apology for absence has been submitted by Cllr. G. Watson-Smith.

**b) Declaration of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.**

None. The Chair reminded the Councillors present that they should declare an interest if they became aware of one at any point in the meeting.

**c) To resolve that the Minutes of the meeting of this Committee held on 23<sup>rd</sup> May 2017 be taken as read, confirmed as a correct record and signed by the Chair.**

Draft minutes of this meeting have been circulated in advance to the Councillors. It was **RESOLVED** that these be approved and adopted as a true record and the Chair signed them.

**d) Update regarding matters arising and action items from previous meetings.**

- 23<sup>rd</sup> September 2016 **Mark Cross Slip Road update.**

No developments to report.

- 8<sup>th</sup> November 2016 **Update from Committee Chair re: inspection of the Council's "roadside assets" including bollards, fingerposts and seats, and noting of actions recommended.**

Ongoing. Reports of damage to FP09 at Dewlands Hill and FP14 at Town Row triangle are to be investigated.

- 8<sup>th</sup> November 2016 **Dropped kerb by the "Copper Kettle" in the High Street.**

Quote on agenda of this meeting for consideration.

- 21<sup>st</sup> March 2017 **BW29 High Cross – Five Ashes Road. Surface issues.**

No progress to report.

- 21<sup>st</sup> March 2017 **Information regarding feasibility and cost of introducing various traffic control measures in Rotherfield.**

Clerk reported that the application has been sent to ESCC in respect of the speed limit reduction, awareness

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and control measures sought which are sought. Next stage is for Highways to undertake a feasibility study at a cost of £500 to the Council.

- 21<sup>st</sup> March 2017

**Information regarding possible provision of a crossing place on the A267.**

Clerk is preparing submission to East Sussex Highways for this. Cllr. Farmer has offered to elicit emails of support for the proposed measures from the residents affected as evidence of public support/consultation is required by East Sussex Highways as part of the application process.

**Items from May 2017 meeting of the Committee**

**Update re: proposed improvements to parking area In North Street under bank by Recreation Ground.**

*Clerk has chased ESCC enforcement team for progress and provided copies of the agreement completed for the Mark Cross parking area for this to provide a basis for licence/agreement.*

**Reconsider expenditure on improvement work to reinstate triangle at Redgate Mill crossroads.**

**ACTIONS:** CLERK to contact ESCC and request that they undertake this work.

*Clerk has chased Highways for an update as case is now shown as “closed” on their website although no work is evident here.*

**Concerns raised by Parishioner regarding vehicles parked in the Village centre on what is considered a public right of way and suggestion at Annual Parish Meeting for a “Considerate Parking” campaign via the Council’s Social Media.**

*Item regarding parking is on the agenda of this meeting.*

**Obstructive parking issues in the Eridge Station area.**

Email circulated from resident affected by this long-standing issue.

**RESOLUTION:** That it be recommended to residents that specific instances of obstructive parking be reported via the “Operation Crackdown” website. Item to be added. Item to be added to the agenda for the forthcoming Strengthening Local Relationships meeting with East Sussex Highways officers to request parking restrictions to discourage obstructive parking near Forge Road.

**ACTIONS:** CLERK to add item to agenda.

*The View of the SLR was that, if more yellow lines were introduced, people would ignore them as they knew that they would not be enforced. It was noted that the only time the car park was full up was when the price was reduced to £1 a day for a while.*

**Request from Mark Cross School re: marking of parking spaces on the Mark Cross Millennium Green parking area and parking area opposite the Church.**

**RESOLUTION:** To seek quotes from Coppards and ESCC Highways for the lining work requested, review signage and investigate feasibility of extending parking.

*Quote from ESCC Highways has been accepted and they have been advised to proceed with this work during the school’s summer break and to liaise with Cllr. Martin regarding details. School have been advised.*

**Issues raised by street sweeping contractor regarding areas of the Parish requiring attention.**

Issues raised by our contractor were discussed, many of the points raised have already been dealt with. Issues were also raised by Councillors regarding grass left on pavements

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after work by our groundworks contractor and that they had not cut by the path next to the old railway bridge at Town Row.

**RESOLUTION:** To respond to concerns raised by street sweeper and to contact groundwork contractor to highlight issues.

*Warden and others involved with this issue have been contacted and the matter closed.*

**Christmas Lights for Village centre and Mark Cross – installation arrangements for 2017.**

**RESOLUTION:** Health and Safety requirements for installation of the lights and the consent forms currently held by the Council re: attachments to properties are to be reviewed. Alternative contractor is to be considered for the 2017 installation and information is to be sought from other Wealden parishes regarding this.

*Item on this agenda regarding this matter.*

**2017-18 Budget - Highways projects. Agree responsibility and timescale for these.**

**Following items appear, budget amounts shown: -**

**RESOLUTION:**

- i. £5K - Jarvis Brook Path – Will Clark to be requested to cut.
- ii. £2K - Village gateways at Mark Cross. Review once more information is known regarding additional crossing point in Mark Cross for which these funds could be put toward.
- iii. £1K - Mark Cross verge works. To take place after 18<sup>th</sup> July, review in August.
- iv. £500 budgeted for Bus Shelter refurbishment. Cllr. Gilbert to provide indication of cost for treating the shelters at Mark Cross and Town Row.

*All above item above dealt with or in hand.*

**Footpath 22b and Bridleway 24e. Consider issues raised at the Annual Parish Meeting regarding these Parish rights of way.**

**RESOLUTION:** That landowner be contacted re: granting consent for the Parish Council to undertake and fund improvement works to the paths.

*Cllr Martin has had an inconclusive discussion with the tenant of the land and is to arrange a meeting with the landowner to discuss improvements. Another Councillor has undertaken some strimming work here to improve the surface conditions.*

**Quote for reinstalling lamp column 34 Catts Hill.**

£1625 plus Vat quoted by ESCC to reinstate with LED and part night facility. Painting will add around £75 to this, ESCC suggest left in natural state as due to location will soon weather.

**ACTIONS:** CLERK to inform ESCC of quote acceptance and request information regarding timescale involved.

*ESCC Lighting team have been instructed to proceed with the replacement. Clerk is to contact Cllr. Wickenden as he and Cllr. Watson Smith were intending to make some surface improvements to the bus stop near this lamp column.*

**e) Committee financial report and agree any actions required.**

*Report circulated prior to meeting, all account headings currently within budget.*

It was **RESOLVED** to suspend Standing Orders at this point to permit the Parishioner present to address the meeting. They live near Eridge Station and wished to raise concerns regarding parking, driving standards and highway condition in this area. Key points raised were as follows: -

- Vehicle parking in certain areas near the station could block access to emergency service vehicles.
- Driving standards in Groombridge Lane were poor; the lane is single carriageway with passing places but vehicle speeds do not respect this. Particularly bad at “home time”

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with vehicles up the lane to go home conflicting with vehicles coming down the hill to collect.

- Considers that Groombridge Lane should be made “one way” for traffic with the flow direction being up the hill to Eridge Forstal were vehicles could then turn right to access the A26. Believe that neighbours share this view.

The Committee recommended that incidents of obstructive/dangerous parking should be photographed and reported to the Sussex Police “Operation Crackdown” at [Operation Crackdown](#). Regarding the suggested “one way” scheme Committee’s recommendation is that residents should raise a petition in support of this for submission to East Sussex County Council with copies to Parish Council, Cllr. Francis Whetstone, County Councillor for the area concerned, and Nus Ghani MP

Resident also raised concern of surface condition in the Forstal with many potholes in the surface. This had been reported to ESCC a while ago but no action had been forthcoming. Committee suggested that they be reported again as they may now have reached the level for intervention/repair.

Standing Orders were reinstated.

## 2. RECEIVE INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS

### a) Christmas Lights – Installation arrangements and dates for 2017.

A site meeting Cllrs. has held with a contractor suggested by another Wealden council regarding installation of Christmas Lights. Based on information from previous year’s installation and inspection of current lights the contractor’s indicative maximum figure for installation is £3500, this figure believed to include provision of replacement lights and trees; Cllr. Harris is to request a detailed breakdown of the quote to confirm. Contractor reported that the existing lights are “past their best” having been in use since 2012, the tree lights are of “domestic” standard and the light fixing points required pull tests. In previous years.

In previous years installation has been undertaken by a local contractor with the assistance of Les Pike and members of the Bonfire Society. For this and future years it is wished for the physical installation work to be solely the responsibility of the Contractor with installation, lights/trees, fixings, traffic management (if required) and power supply fully compliant to H & S guidelines with Les acting on a “supervisory” basis.

Clerk reported that there was £2250 in the annual budget dedicated to Christmas Lights and any further funding could be transferred from the “Street light new installations” account. Clerk advised that, due to the sum involved being over £3K, submitting invitations to tender should be considered. However, in view of the specialist nature of the work and tight timescale recommended that the Committee could consider using Financial Regulation 11.1 c) to waive this requirement.

The Committee **RESOLVED** the following: -

- i. Proceed with the work based on a maximum spend of £3500, contractor to be confirmed. Requirement to tender for the work to be waived under terms of Financial Regulation 11.1 c) due to specialist nature and timescale involved.
- ii. Meeting to be arranged with Les Pike to discuss Council’s plans for the 2017 lights. At this meeting the possibility of a road closure for the event is to be considered due to the growing popularity of the event leading to increased public attendance.
- iii. **CLERK** to add item to the agenda of the 21<sup>st</sup> August Recreation and Burial Committee meeting to agree final arrangements for installation and road closure.
- iv. Approach from Mark Cross Community Association for grant toward Christmas lights. £250 has been agreed for this, **CLERK** to advise the Association.

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- b) **Parish Parking Issues: -**
- i. **Rotherfield Square.**  
Issues again raised by resident and Church. Regarding the latter, Clerk has inspected our copy of the TRO in respect of the double yellow lines outside the Lych Gate and confirms that there is a derogation within to permit hearses and funeral cars to park on them. The forthcoming "Considerate Parking Campaign" will endeavour to encourage parking with consideration for others using the highways and pavements in the Village.
  - ii. **Mark Cross.**  
Parking bay marking on the area opposite the Church and on the Millennium Green car park, funded by the Parish Council, is to take place during the school summer holiday. **CLERK** to add agenda item to the 21<sup>st</sup> November meeting of this Committee to review the impact of these and consider revision of location and wording of signage in the parking area opposite the Church.
  - iii. **Station Road.**  
Concern raised by a Parishioner that, now the path from Station Road to the School has been cleared, parents are parking obstructively/dangerously at drop off/pick up times. Matter to be included in the aforementioned "Considerate Parking Campaign".
  - iv. **Parking in North Street obstructing access to Monastery Gardens.**  
Concern raised by resident of the Gardens that this is stopping bin lorries from calling, also raising fear that fire appliance would be unable to access if needed. Signage requested, white "access protection" marking is in place but ignored. June SLR suggested that, if the 20mph speed limit proposal proceeds, that other areas that have been suggested as candidates for "yellow lines" such as this could be included in the TRO required. **ACTION** for **COUNCILLORS** to please advise Clerk of areas suggested for attention so that these may be listed. Building work near Monastery Gardens was restricting parking due to the need for location skips on the Highway. Committee's recommendation is that Monastery Gardens residents should report vehicles parking obstructively to [Operation Crackdown](#), Cllr. Harris is to visit and discuss these issues with the builders and local business that uses area for long term parking.
  - v. **Disabled parking bays.**  
Concerns expressed to a Councillor that the vehicle parked in a "disabled" parking bay in the village does not display a "blue badge". Interpretation of information from ESCC implies that this bay is "advisory only" and unenforceable, however they recommend that the badge should be displayed. Cllr. Martin is to discuss this with the vehicle owner.
- c) **Update from Cllr. Martin regarding discussion held with Parishioner re: installation of CCTV to monitor and record anti-social activity in Rotherfield Village centre.**  
Cllr. Martin has spoken to the resident who raised this issue and explained the challenges faced in arranging this in the Village centre due to the Conservation Area and listed properties.
- d) **Quote for installation of dropped kerb at Station Road/High St. junction**  
Coppards quote of £1350 plus VAT (any local authority fees would be additional). **RESOLVED** that Coppards be advised to proceed with this work and quote for concreting in the disabled bay bollard at the front of the Village Hall at the same time. **CLERK** to advise Coppards to proceed.

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e) **Footpaths and Rights of Way**  
**Response to concerns raised at surface and stile conditions on Bridleway 78a/78b and footpath 36 running from end of Bletchinglye Lane.**

Cllr. Martin has left message with Parishioner who raised the issue. Is to investigate further to identify properties/owners responsible for the hedges and stiles so that these issues may be raised with them to deal with.

3. **RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE.**

Tuesday 26<sup>th</sup> September at 19:30 in the Parish Council Room, Rotherfield Village Hall.

4. **REPORT DETAILS OF ITEMS AND ISSUES FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA.**

- Concerns have been raised with Cllr. Harris regarding vehicles parked by the Recreation Ground hedge in North Street opposite Highgate Flats. As the vehicles in question are not parked illegally/obstructively there is no action possible.
- Cllr. Martin has received details of a petition submitted by Trulls Hatch residents who wish to see 40mph limit introduced throughout the whole length of the A267 from Mark Cross to Mayfield Stone Cross roundabout. **CLERK** to contact organiser of the petition with the Committee's recommendation that Mayfield Parish Council also be informed of this petition as part of the A267 falls within that Parish, and provide details of the impending speed limit changes in the Argos Hill area which cover part of the route. Suggest that the County Councillors covering the area, and local MP, also receive copies of the petition.
- **CLERK** to chase response to query raised with East Sussex Highways in June seeking clarification as to the precise areas of the B2100 at Catt's Hill and Rotherfield Hill which are included in the Summer resurfacing programme; concerns have been raised that Church Road may not be included in this work.
- **CLERK** to provide information to Cllr. Kitchenham regarding funds remaining in the Community Dividend Fund; he has been approached for Council funds to support a small project in the Village.
- Clerk reminded that that there is a presentation by AiRS regarding Neighbourhood Planning from 19:00 prior to Thursday's PCM.

Chair declared the formal business of the meeting closed at 21:15.

5. **PUBLIC FORUM**

None.

.....Chair.....Date

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