



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

## MINUTES OF THE MEETING OF THE HIGHWAYS, LIGHTING & TRANSPORT COMMITTEE OF ROTHERFIELD PARISH COUNCIL HELD ON TUESDAY 21<sup>ST</sup> MARCH 2017 AT 19:30 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL

### COUNCILLORS PRESENT

Cllr. A. Martin (Chair)                      Cllr. R. Harris                                      Cllr. G. Watson-Smith  
Cllr. J. Kitchenham (Vice Chair)        Cllr. L. Henrick                                    Cllr. N. Wickenden  
Cllr. T. Gilbert

### COUNCILLORS ABSENT Cllrs. D. Hiles and D. Thomas.

### ALSO PRESENT

Four members of the public and the Parish Clerk, Trevor Thorpe.

- 1. TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 s 85).**  
None.
- 2. TO RECEIVE DECLARATIONS OF PERSONAL, PREJUDICIAL AND DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA AND UPDATES TO MEMBERS' REGISTER OF INTERESTS.**  
None. The Chair reminded those present that they should declare an interest if at any point during the meeting they became aware of one relating to a matter being discussed.
- 3. UPDATE FROM CLERK REGARDING MATTERS ARISING AND ACTION ITEMS FROM PREVIOUS MEETING.**

### 13<sup>TH</sup> SEPTEMBER 2016 MEETING

#### CLERK

#### 5c) Mark X Slip Road

Advice ESCC of Council's proposed actions

ESCC advise that the following work will be undertaken by them, they have been requested to provide estimated timescale for this: -

- Provide the additional sign
- Review the drainage
- Replace the patch  
of grass in footway with tarmac
- Relocate the cat's eyes on the northbound approach, relocate the warning sign so that it is properly sited in advance of the hazard, remove the redundant bollard and replace with a chevron sharp deviation of route sign, extend the centre marking around the bend.
- Review the signage for HGV drivers
- Replace bollards and/or reflectors,  
also, arrange for additional bollards to be provided on the grass verge – one to the north adjacent to the footway, and 4 to continue the line to the south up to the junction.

It was confirmed that no money has been paid to ESCC so far in respect of this project.

Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ Tel: 01892 664245.

Parish Council Website: [www.rotherfieldparishcouncil.co.uk](http://www.rotherfieldparishcouncil.co.uk)

Email: [rotherfieldpc@yahoo.co.uk](mailto:rotherfieldpc@yahoo.co.uk) Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

21st March 2017 Minutes

## CLERK

### 5d) Village Gateways – Mark X

Clerk to add to September PCM agenda, Cllr. Watts to update/circulate information

Cllr. Watts, who was leading this project, has resigned from the Council. It was agreed that this project should now be deferred as funds may be required to support the proposal for a crossing place on the A267 in Mark Cross. CLERK will remove from this list.

## CLERK/CLLRS MARTIN AND WATTS

### 5g) Path by Town Row Bridge

CLLRS. WATTS AND MARTIN obtain quotes for provision of chippings and report to Clerk.

CLERK to order additional sign for Stores end of the path as agreed at the July meeting

Sign has now arrived – Cllr. Martin is sourcing the woodchip for the path and Cllr. Wickenden is to install the sign.

## CLLR. HARRIS

### 6a) Memorial Tree for Rec.

Contact donor to agree timing of planting.

Still outstanding, C/fwd. to Rec and Burial actions.

## ACTIONS FROM THE 8TH NOVEMBER 2016 MEETING

6 b) Update from Committee Chair re: inspection of the Council's "roadside assets" including bollards, fingerposts and seats, and noting of actions recommended.

Item on this agenda for update.

6d) Quotes in respect of the following works: -

i. Dropped kerb by the "Copper Kettle" in the High Street.

ESCC have forwarded draft licence, Cllr. Martin is to complete this document with the details required and progress this project as agreed under item 5c) ii of the minutes of the January meeting of this Committee.

6e) Recommendations and actions arising from the 1<sup>st</sup> November meeting of the Land Acquisition Advisory Group: -

i. Land below bank in Eridge Lane bordering the Rec. ACTION for CLLRS. MARTIN and HARRIS to investigate if it is possible to increase the parking available here and report findings at next meeting of Committee.

**This potentially large project is still ongoing.**

Clerk report that, although the HMLR plan is inconclusive it is assumed that this is Highways land. Agreed that CLERK is to enquire of ESCC Highways whether they issue a licence for the Parish Council to improve the surface of this area to enhance its attraction for parking.

## Actions from the January 2017 meeting

a)

i. Reinstating grass triangle at Redgate Mill Crossroads/Cowford Bridge Lane.

ESCC have indicated that they are willing to licence on a "like for like" basis without bollards. RESOLVED that work is undertaken to reinstate this "triangle" once quote received for within the £500 previously agreed; the Committee consider that a licence is not required for this work as it is reinstating a grass triangle which was previously there.

CLERK to add item to agenda of May meeting to reconsider this proposal as the view was held by some that reinstatement would be a waste of money and that the triangle would soon revert to its current state.

- b) **Request from residents of Padfield Close/Ellis Gardens for provision of a streetlight and grit bin.**  
Grit bin has been installed, Cllr. Hardy is to request the Housing Association to consider provision of a street light. Item completed.
- c) **Speed Indicating Device - suggestions for additional sites for monitoring and training of additional operators.**  
Additional brackets and clips for the new sites agreed have been obtained. Item completed.
- d) **Hedges bordering and overgrowing highways and other public rights of way.**
- **RESOLVED** the following **ACTION** for **CHAIRMAN**. Provide detailed list of locations where it is proposed that the Council will undertake roadside hedge cutting. This will enable proper monitoring of invoicing/budget and provide a reference for future years. Chairman confirmed that proper traffic management would be in place whilst the work was undertaken and that contractor would remove debris afterwards. Cllr. Harris is to provide details of owner of the hedge that is obstructing a footpath, and Clerk will send the standard "please cut" letter as provided by ESCC for use.  
List of hedges that the Parish Council have agreed to cut to be provided please. Still outstanding, CLERK will identify hedges cut by Will Clark from invoices if possible.
- e) **Action on concerns raised by Parishioner regarding obstructive pavement parking and lack of maintenance of Rotherfield fp22b.**  
Email detailing concerns was circulated to Councillors prior to the meeting. Complainant acknowledges that parking on the pavement is not an offence unless it causes obstruction to pavement users. **RESOLVED** that **CLERK** take the following actions and acknowledge to Parishioner: -
- i. **Letter to be sent from the Council to all houses in the area affected by the issue requesting they do not park obstructively. Cllr. Harris will review letter draft before issue.**  
Letters have been sent to all householders in the area affected by the pavement parking. Although a further letter of complaint re: parking had been received Cllr. Harris reported that the situation had improved. Clerk reminded the meeting that the Parish Council have no powers that can be used in respect of parking and it has been stated by Sussex Police that they will no longer be enforcing on street parking restrictions
  - ii. **Complaint re dangerous state of footpath FP22b. Cllr. Martin has offered to visit the footpath to review condition and areas highlighted in Parishioner's letter. ESCC RoW team will then be contacted to inform of any specific areas of concern for their attention.**  
ESCC RoW team have inspected the path and they consider that it exceeds the minimum width, is in the correct location and that the barbed wire noted on the boundary fence is correctly located on the outside of the posts. CLERK to advise Parishioner who raised this issue.
  - iii. **Update regarding repairs to Rotherfield Hill B2100.**  
Update requested from ESCC, nothing to report currently.
- Clerk also reported that he had contacted East Sussex Highways for progress reports in respect of the introduction of the enforceable long vehicle ban in the Parish, also the introduction of a 40mph speed limit on the B2101 Mayfield Road and High Cross in conjunction with other speed limit work at Argos Hill. In both

cases the projects are still “work in progress” although the Highways Officer dealing with the long vehicle issue is of the view that the project is still on course for work to start in early April.

#### **4. COMMITTEE FINANCIAL REPORT.**

This had been circulated in advance to the Councillors. Clerk advised that it was hoped that the invoice from ESCC in respect of streetlighting and maintenance contract would be received in time for inclusion in this year’s expenditure.

#### **5. TO RECEIVE MINUTES OF THE MEETING HELD ON 17<sup>th</sup> JANUARY 2017 FOR APPROVAL AS A TRUE RECORD AND MATTERS ARISING FROM THESE MINUTES.**

Draft minutes had been circulated and it was **RESOLVED** that these be adopted as a true record of the meeting. The Chairman signed the minutes.

#### **6. TO CONSIDER AND MAKE DECISIONS ON ANY FURTHER ACTION AND EXPENDITURE REQUIRED REGARDING THE FOLLOWING ITEMS**

##### **a) Update from Chair on inspection of roadside assets.**

Committee chair advised that this remains to be completed.

##### **b) BW29 High Cross – Five Ashes Road. Surface issues**

Recent photographs showing the condition of the byway surface have been circulated to the Councillors. The Chair permitted a representative of local horse riders and footpath users to address the meeting regarding their concerns. Key points raised were as follows:

- Surface conditions represent a safety hazard, particularly to riders.
- The route offered a practical and safe alternative to the increasingly busy Five Ashes Road for horse riders.
- Via the byway the Village Centre could be avoided and Town Row and the woods beyond accessed.
- Spending of large sums of money on the route was not being sought, merely sufficient to make it safe. External fundraising could be used to assist with the costs.
- The seasonal closure of the route to 4 x 4 vehicles should be extended to allow repair; ideally the Byway should be re-designated as a bridleway and motorised vehicles banned.
  
- Councillor Martin advised that he had undertaken discussions with ESCC and their view was that there was no realistic possibility of getting a permanent closure to vehicles or of significant expenditure on surface repair work.
- Cllr. Wickenden advised that significant sums were spent to improve the Parish footpaths approximately 10 years ago and it would be regrettable if efforts were not made to keep them in good condition.

The following further actions were agreed: -

- **CLERK** is to investigate other Council’s experiences regarding downgrading a Byway so that motorised vehicles were prohibited from using it.
- Cllr. Kitchenham to advise the concerned riders and walkers re: organising a petition to ESCC to raise the profile of their concerns with ESCC regarding this route.

##### **c) Response from ESCC to Council’s request for information regarding feasibility and cost of introducing various traffic control measures in Rotherfield.**

Response has been received from ESCC regarding Parish Council’s enquiry as agreed under item 5f) in the minutes of this Committee’s January meeting.

**RESOLVED** as a first step in the process to commission feasibility study by

Costain/CH2M as suggested by ESCC, this at a cost of £500.

**CLERK** to action and request that report is available in time for the Annual Parish Meeting on May 10<sup>th</sup>. **CLERK** to also circulate data collected from SID.

**d) Mark Cross. Information regarding possible provision of a crossing place on the A267.**

Clerk is liaising with East Sussex Highways to arrange a site visit with a Highways Officer regarding this matter and will circulate date options for this. Clerk will circulate information regarding Community Infrastructure Levy funds which may be available toward the costs involved should it progress.

**e) Street sweeping and litter picking matters – review of current arrangements**

Current contractor has indicated that cost of his Public Liability cover makes the work unprofitable based on the number of hours required by the Council. He has regularly queried the areas that we require tidying/sweeping and for part of the year he is in Spain with the work being done by a deputy albeit covered by his Liability insurance. **RESOLVED** that **CLERK** arrange a meeting between him and Cllrs. Gilbert, Harris, Martin and Henrick in attempt to resolve and agree street sweeping duties. If no agreement can be reached an alternative contractor will be sought.

**f) Suggestion to provide access gate from Station Road car park into Millennium Green.**

This was suggested by Cllr. Kitchenham at the January meeting of this Committee as an “informal” access has already been created. **RESOLVED** that Cllr. Henrick will raise the matter with the Millennium Green Trust when she attends their next meeting. If the Trust agree that this would be of benefit Wealden District Council can then be approached to seek their consent.

**g) Receive Information re: the Sussex Rail Partnership and their invitation to join the steering group for the Uckfield and East Grinstead lines.**

It was suggested that Cllr. Hardy could be the Council’s representative to this group, **CLERK** to send details to him and advise the Partnership if he is willing to undertake this.

**h) Gatwick airport and aircraft issues. Update from Cllr. Henrick**

Cllr. Henrick reported that she represents the Council on the High Weald Councils Aviation Action Group (HWCAAG) and has recently joined East Sussex Communities for the Control of Air Noise (ESCCAN). Whilst currently there appear to be no specific issues affecting the Parish Cllr. Henrick considered that the groups do valuable work in digesting the complex technical information associated with the matter and providing detailed responses to the consultations issued.

**i) Appointment of deputy to manage the Council’s Vehicle Activated Sign.**

It was **RESOLVED** to accept Cllr. Harris’ offer to fill this role.

**7. TO CONSIDER URGENT ITEMS ON BEHALF OF OTHER COMMITTEES**

**Recreation and Burial Committee**

- a) a) RESOLVED** to accept quote from Wildbloods of Heathfield for £1431.38, plus VAT, to supply/install improved lighting to the rear exterior of the Village Hall. **ACTION** for **CLERK** to advise contractor. Cllr. Gilbert advised that the Village Hall had offered to contribute 25% of this cost.

**8. DATE OF NEXT MEETING.**

23<sup>rd</sup> May 2017 at 19:30 in the Parish Council Room, Rotherfield Village Hall.

**9. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.**

- Eridge resident has contacted Council regarding inconsiderate/dangerous parking on Eridge Station approach road. Consequently, a lorry delivering building materials was unable to access his property, the items concerned now would be delivered in a smaller vehicle and the additional cost to him was said to be £1K. **CLERK** will advise complainant of suitable contact within ESCC to whom his complaint should be addressed, also to report to Sussex Police via "Operation Crackdown" website and copy to local County and District Councillors.
- Contractor has visited the Old Burial Ground with Cllr. Wickenden to view wall that requires repair. Clerk has left message requesting quote in time for the March Council meeting on the 30<sup>th</sup>.
- Vandalised fence in boundary between St Peter's Church and land to rear. Cllr. Harris is to make the landowner aware of this.
- Cllr. Harris reported that a burglary had taken place in a Village property earlier in the week.
- Cllr. Kitchenham reported bollard outside Mark Cross Church had been bent back, **CLERK** to report to ESCC Highways.
- Cllr. Wickenden advised that he had received information regarding installation of a new water main which would run down Palesgate Lane and thence to the Village.
- Cllrs. Wickenden and Kitchenham have kindly offered to inspect and address issue with a bus stopping point in Catts' Hill at which a Parishioner had suffered a fall.

The Chair declared the formal business of the meeting closed at 21:30.

**10. PUBLIC FORUM.**

None.

Confirmed and signed as a true record at the 23<sup>rd</sup> May 2017 meeting of this Committee

..... Committee Chair.....Date