



**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 23rd MAY 2017 AT 19:30
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL**

COUNCILLORS PRESENT

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

ALSO PRESENT

Trevor Thorpe, Parish Clerk, and two Parishioners.

1. TO RECEIVE THE FOLLOWING: -

a) Apologies for absence (LGA 1972 s85)

An apology for absence has been submitted by Cllr. J. Richardson.

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

None. 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 21st March 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.

<ul style="list-style-type: none"> • 23rd September 2016 	<p>Mark Cross Slip Road update. Cllr. Martin will continue to press East Sussex Highways to deal with the minor points outstanding, the signage issue has been dealt with. It was noted that no monies have so far been paid to East Sussex Highways in respect of the project.</p>
<ul style="list-style-type: none"> • 8th November 2016 	<p>Update from Committee Chair re: inspection of the Council's "roadside assets" including bollards, fingerposts and seats, and noting of actions recommended. Ongoing.</p>
<ul style="list-style-type: none"> • 8th November 2016 	<p>Dropped kerb by the "Copper Kettle" in the High Street. Cllr. Martin will chase contractors who are to undertake this work.</p>
<ul style="list-style-type: none"> • 21st March 2017 	<p>BW29 High Cross – Five Ashes Road. Surface issues. Clerk to contact Parishioner who is co-ordinating efforts with this.</p>

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

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<ul style="list-style-type: none"> • 21st March 2017 	<p>Information regarding feasibility and cost of introducing various traffic control measures in Rotherfield.</p> <p>The two parishioners present advised that they were at the meeting to raise concerns regarding speeding, also the road surface conditions in the Parish. The measures being investigated regarding traffic control measures were outlined to them. Clerk also reported that the East Sussex Highways 2017/18 carriageway programme included work on the A267 at Mark Cross and on the B2100 at Catt's Hill and Rotherfield Hill to Jarvis Brook. Dates and timescales will be shared via the Council's social media sites and the Parish Magazine once further detail are known.</p>
<ul style="list-style-type: none"> • 21st March 2017 	<p>Information regarding possible provision of a crossing place on the A267.</p> <p>This featured on the agenda of the 11th April R & B meeting for which the draft minutes are still awaited. Recent site visit has been undertaken with ESCC officers to investigate request made in the light of several new properties being built to the West of the A267. The only traffic refuge is near the garden centre. The number of driveways joining the road limits the number of possible locations for an additional crossing point but it has been agreed that the Parish Council will fund an ESCC feasibility study as to suitable location for a further crossing.</p>

- e) **Committee financial report and agree any actions required.**
 Financial report for this Committee was circulated prior to the meeting. No issues requiring action had been identified.

It was agreed that item 3. on the agenda relating to a Planning Application be dealt with at that his point.

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

- a) **Update re: proposed improvements to parking area In North Street under bank by Recreation Ground.**
 HMLR information shows area as not being registered. Councillors investigating the potential of this site consider that if it is tidied and surface that it could provide additional parking for the Village.
RESOLUTION: To approach ESCC regarding the area being licenced to the Parish Council to improve the surface and extend the area available.
ACTIONS: CLERK to contact ESCC regarding granting of a licence to the Parish Council.
- b) **Reconsider expenditure on improvement work to reinstate triangle at Redgate Mill crossroads.**
 £500 in budget for "Road Triangle" work, concerns previously expressed that any repairs here would soon be undone.
RESOLUTION: That East Sussex Highways level and infill this area as it is a hazard, also to repaint the junction markings.
ACTIONS: CLERK to contact ESCC and request that they undertake this work.



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- c) **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.**
Concerns again raised regarding this, letters were sent in May 2016. It was acknowledged that lack of enforcement from Police and ambiguity over the area in question hinders efforts as to what more can be done.
RESOLUTION: Item to be added to the agenda of the forthcoming Communications and Social Media Committee meeting draft letter to be sent to specific areas of the Village requesting that parking should be with consideration of safety to pedestrians. Meeting to also consider a wider “Considerate Parking” campaign. Item to be added to the agenda for the forthcoming Strengthening Local Relationships meeting with East Sussex Highways officers.
ACTIONS: CLERK to note and add to agenda.
- d) **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.
- e) **Request from Mark Cross School re: marking of parking spaces on the Mark Cross Millennium Green parking area and parking area opposite the Church.**
Letter from the School requesting marking of parking bays in the area opposite the Church and on the Millennium Green car park was circulated prior to the meeting. In addition to the lining the meeting considered that signage in the parking area opposite the Church should have its wording reviewed and be relocated to make it more visible, and the possibility of extending the area investigated. Clerk reminded the meeting that current signage stated that the area was prioritised for School, nursery and Church use.
RESOLUTION: To seek quotes from Coppards and ESCC Highways for the lining work requested, review signage and investigate feasibility of extending parking.
ACTIONS: CLERK to request quotes as above and advise school. Cllrs. Martin and Kitchenham to review signage wording and make recommendations.
- f) **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 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.
ACTIONS: Clerk to write as above.
- g) **Christmas Lights for Village centre and Mark Cross – installation arrangements for 2017.**
Concerns expressed that volunteers helping the installer last year had been witnessed putting themselves at danger by working on ladders next to the road without signage or suitable high vis wear. Review also required concerning consents held from homeowners regarding anchor points on their properties for fixing the lights.

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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.

ACTIONS: CLLRS. HARRIS AND MARTIN to review H & S matters and the consent forms, Clerk to seek information regarding contractors. **CLERK** to add item to September Highways Agenda regarding final arrangements for Christmas light installation.

h) Forthcoming Strengthening Local Relationships meeting with ESCC Highways on June 21st – suggestions for agenda items.

RESOLUTION: Agenda items to Clerk by June 8th please.

ACTIONS: CLERK to collate items and forward to ESCC.

i) Consider if lamp column testing is required for this year.

RESOLUTION: Not required for this year but will review again in 2018.

ACTIONS: CLERK to note and advise testing company.

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

Following items appear, budget amounts shown: -

- i. £5K - Jarvis Brook Path.
- ii. £2K - Village gateways at Mark Cross.
- iii. £1K - Mark Cross verge works
- iv. £500 budgeted for Bus Shelter refurbishment.

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 18th 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.

ACTIONS: CLERK to request Will Clark to cut grass alongside B2100 on Rotherfield Hill, Cllr. GILBERT to provide indication of cost of treating bus shelters.

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

Concerns raised by Parishioners re: surface condition and adjacent barbed wire fencing. Cllr. Martin has raised these with the ESCC Rights of Way team who have visited and consider that the path is not unsafe.

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

ACTIONS: CLLR. MARTIN to contact landowner re: the above.

l) Information regarding location and purpose of the fixed “traffic loops” in the Parish.

ESCC advise the following: -

- I - ATC 134 on the B2100 Rotherfield Road (Church Rd) recorded traffic volume and class of vehicle by length and was upgraded in April 2016 to also record speeds.
- ATC 227 on B2100 Station Road records volume, class and speed.
There are other loops in Station Road operated by the Dft which record the same information – no explanation forthcoming as to why there is a duplication here.
- ATC 228 on B2101 South St records volume, class and speed.
- Loops are installed in Castle Hill and Butchers Cross Road but these were taken out of commission in 2009.

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ESCC are happy to provide data from the loops on request.

RESOLUTION: Information noted for future reference.

m) 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.

RESOLUTION: To accept quote as per above and follow ESCC suggestion regarding leaving column unpainted.

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

****The item below was dealt with prior to item 2 on the agenda.****

3. AGREE ACTIONS AND EXPENDITURE ON URGENT ITEMS FOR OTHER COMMITTEES.

i. WD/2017/0601/F Renby, Forge Road, Eridge, TN3 9LG

Change of use and conversion from stable block to residential dwelling.

Recommendation to Wealden District Council regarding this Planning Application.

RESOLUTION: That the Parish Council recommend this application for approval by Wealden District Council. The proposal will preserve some elements of the original farm building resulting in a single storey property that does not impact on the landscape.

ACTIONS: CLERK to advise WDC.

4. RECEIVE DATE OF NEXT MEETING OF THIS COMMITTEE.

- Tuesday 25th July at 19:30 in the Parish Council Room, Rotherfield Village Hall.

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

- Clerk requests volunteer(s) to update the noticeboards in our bus shelters.
- A Parishioner has expressed an interest in the current vacancy on the Council, details have been sent to them, Clerk will advertise the vacancy again, with a view to candidate(s) being considered at the June 29th PCM.
- Clerk has reported to ESCC Highways two “day burning” streetlights on High Cross and disarrayed direction signs at Eridge by the A26 opposite Sham Farm junction. Recently reported sighting issue caused by foliage at the exit of the southbound layby at Eridge Forstal has been dealt with by our Highways Steward.
- Concerns expressed regarding surface condition of Brickyard Yard, particularly near the junction with Town Row Green. CLERK to raise issue via Highways website.
- Parishioner has raised issue with Cllr. Henrick regarding lack of bus stop sign in “The Square” for the “Wealdlink” service to Crowborough. CLERK will raise with Wealdlink.
- Memorial in Old Burial Ground requiring attention. Quotes are to be sought from local memorial masons regarding this work.

Chair declared the formal business of the meeting closed at 21:45.

6. PUBLIC FORUM

None.

Confirmed as a true record and signed at the 25th July 2017 meeting of the Committee

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

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