



**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 12<sup>th</sup> SEPTEMBER 2019 AT 19:30  
IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL TN6 3LX**

**COUNCILLORS PRESENT**

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

**ALSO PRESENT**

Trevor Thorpe, Parish Clerk,  
Cllr. D. Hiles (from 19:45) regarding item 2d), Cllrs. J. Cahan and A. Hardy representing the  
Communication and Social Media Committee regarding item 2a) iii  
and Cllr. J. Richardson observing the meeting.

**ABSENT**

None.

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

- a) **Apologies for absence (LGA 1972 s85)**  
Cllr. G. Farmer submitted an apology for absence.
- b) **Consider appointment of Cllr. G. Farmer as a member of this Committee.**  
**RESOLVED** to appoint Cllr. Farmer to this Committee in his absence, **CLERK** to update records.
- c) **Declaration of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.**  
None declared. The Chair reminded the Councillor's present that they should declare an interest at any point in the meeting if they become aware of one relating to an item under discussion.
- d) **To resolve that the Minutes of the meeting of this Committee held on 25<sup>th</sup> July 2017 be taken as read, confirmed as a correct record and signed by the Chair.**  
**RESOLVED** that the minutes be confirmed as correct and adopted as a true record. The minutes were signed by the Committee Chair.
- e) **Update regarding matters arising and action items from previous meetings.**

**Previous meetings: -**

- 21<sup>st</sup> March 2017      **BW29 High Cross – Five Ashes Road. Surface issues.**  
Cllr. Martin reported that ESCC Rights of Way team were not proposing any action, he had not been contacted further by those who originally raised the matter.
- 23rd May 2017      **Footpath 22b and Bridleway 24e. Consider issues raised at the Annual Parish Meeting regarding these Parish rights of way.**  
Cllr. Martin reported that he had no success in contacting the landowner responsible for the paths, Cllr. Harris has undertaken some clearance work. Cllr. Henrick offered to try and set up a meeting with the landowner.

From 25<sup>th</sup> July 2017 meeting of this Committee: -

- a) **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 reported this matter to the East Sussex Rights of Way team for investigation as to who owns the land involved as it is believed that they are responsible for maintenance. Cllr. Martin is to speak again with the Rights of Way team.

**Clerk's updates: -**

- **Parking area opposite Highgate Flats.**  
Has dealt with queries raised by East Sussex Highways and asked that Licence be issue to formalise work that the Council may wish to undertake here. From the plans the boundary appears to run through centre of the area.
- **Lamp columns 91 & 92 in Cottage Hill.**  
Clerk has reminded Highways that these continue to "day burn". They advise that the fault reports were erroneously closed off as they had been recorded as "light out". Reports have been reopened for action by them.
- **Feasibility Study for speed limit reduction and other measures in Rotherfield.**  
Highways are now progressing this, officer dealing estimates that report should be completed by mid-October.
- **Request for installation of additional crossing point on the A267 in Mark Cross village.**  
Draft application for Match Funding from ESCC almost complete apart from evidencing public consultation. Item on agenda of September PCM to agree format for this.
- **Road surfacing B2100, speed limit reductions (Argos Hill A267 and B2101) and long vehicle enforceable restrictions.**  
These projects are now provisionally scheduled for completion before end of 2017, in the case of the speed limits work this is now nearly complete. Updates have been posted on Facebook.
- **Mark Cross – marking of bays in parking area opposite the School and on the Millennium Green car park.**  
East Sussex Highways did not mark these during the summer holiday as had been wished. Clerk has asked that they deal with the matter during Autumn half term, school has been advised.

- f) **Committee financial report and agree any actions required.**  
**ACTION** for **CLERK** to circulate reports detailing provide details of individual items appearing under various account headings, this to ensure that items are being allocated to correct cost centres.

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

- a) **Parish Parking issues: -**
- i. **Agree arrangements for parking warning notices to be place on vehicles parked illegally and/or obstructing the pavement.**
    - Examples of those used by other Wealden Parishes were circulated to Councillors prior to the meeting. Concerns were raised that there may be a negative response from "offenders" to those who placed the notices on their vehicles.
- RESOLVED** the following **ACTIONS: -**
- Councillors to provide suggested draft notices for consideration, with agreement of the final wording at the November Communications and Social Media Committee ("C&SM") meeting.
  - Posting of notices on offending vehicles be undertaken by Councillor volunteers, with photos taken and reports submitted to "Operation Crackdown".
  - "Considerate Parking Campaign" letter to be drafted by C&SM for agreement at November meeting. Letters to be delivered to properties within area bounded by

Johnson's Pond, Highgate Flats, Station Road steps from Hornhurst Road and Horsegrove Farm, final area subject to review.

- Draft of letters to be sent to village schools to also be agreed at November meeting of the C & S M.
- Mark Cross. Item to be added to agenda of the 21<sup>st</sup> November meeting to review parking situation here, it is hoped that by then the parking bays will have been marked out in the bay opposite the church and on Millennium Green car park.
- Eridge Station area. Vehicles parked here by local car business to be reported to Wealden DC if they are found to be untaxed.

**ii. Agree approach to encourage Sussex Police to exercise their duties/powers to enforce parking restrictions.**

**RESOLVED CLERK** to draft letter to the Sussex PCC Katy Bourne, copies to Sussex Police Chief Inspector, Wealden local police commander, County and District Councillors and MP. Letter is to highlight local concerns that Police have abdicated their duty to enforce parking restrictions even when vehicles are parked illegally in dangerous locations. Cllrs. Henrick, Harris and Kitchenham to review prior to sending. Letter to be published on Council's website/social media and Parishioners encouraged to write to Katy Bourne individually with their parking concerns.

**iii. Agree arrangements format and scope of the Council's forthcoming Considerate Parking Campaign to be organised by the Communications and Social Media Committee.**

Arrangements covered in item i above.

**b) Condition of Rotherfield footpath 31a – "St Chéron Twitten" and weedkilling spraying alongside this path.**

Concerns raised by a Councillor and a Parishioner. Clerk has sent photos and a report to the East Sussex Rights of Way team who advise that they will inspect and report their findings with details of any repair work proposed. Further action considered once report received back from ESCC.

**c) Update regarding proposed installation of CCTV on the King's Arms to monitor vehicle strikes.**

**RESOLVED** that funds allocated to this project to instead be put toward a CCTV system to monitor the Village centre rather than the single area of the King's Arms as originally proposed.

**ACTION** for Cllrs. Martin and Harris to investigate suitable locations for cameras, recording system and likely costs. When study complete to advise Clerk so that agenda item may be added for a future meeting for agreement of further action.

**d) Update regarding proposed installation of dropped kerb opposite the King's Arms.**

As Cllr. Hiles was present this item was dealt with prior to item 2b) on this agenda.

- Quote from a local contractor has been accepted for this work, they have been instructed to place this project on hold whilst the issues raised are discussed.
- ESCC licence is ready for issue subject to final agreement of dates and traffic control requirement.
- Issues were raised by Cllr. Hiles regarding this project at the August Council meeting at which he declared a personal interest in the matter due to his listed house being adjacent to the location.
- Project was agreed by the Parish Council to benefit those with mobility issues in crossing at this point due to difficulties crossing elsewhere due to obstructive parking. Because of the narrow pavement and nearby drains ESCC have refused to licence installation of a bollard to discourage vehicles mounting the lowered kerb and striking Cllr. Hile's property.

**RESOLVED** Cllr. Martin, in conjunction with Cllr. Hiles, is to investigate means of protecting the property without the need to install a bollard or make attachments to this listed building, and to advise Clerk when study complete so that agenda item may be added to a future meeting for discussion of findings and agreement of further action.

**e) Request that Parish Council consider installation of bus shelter(s) at the Eridge**

**Station stops.**

**RESOLVED** that **CLERK** contact Sussex Community Rail Partnership and Uckfield Railway Lines Parish Committee to enlist their help to encourage any users of these bus stops to contact the Parish Council, this to quantify demand for shelter(s) at this location. Outcome to be reported at next meeting of this Committee for decision. Clerk reported that, in October 2016, the cost of a shelter at Eridge Forstal was £2100 plus VAT, this was installed on to an existing concrete base.

**f) 2017 Christmas Lights in Rotherfield Village. Consider quote from contractor in respect of this project and agree arrangements for involvement of the Bonfire Society in managing the project.**

Cost information from contractor circulated to Councillors, Bonfire Society advise that the preferred "switch on" date is Sunday November 26<sup>th</sup>.

**RESOLVED** the following actions for **CLERK**: -

- a) Quote of £3500 (plus VAT) from Ultralite Ltd for provision and installation/removal of lights and trees in the Village to be accepted. Acceptance of quote to be advised.
- b) Arrangements for provision, and cost, of Christmas trees to be established from Ultralite.
- c) Licence paperwork to be completed for confirmation by East Sussex Highways.
- d) Preferred "Switch on" date is Sunday November 26<sup>th</sup>, to be confirmed with Ultralite.
- e) Installer to provide details of public liability insurance and method statements in advance of the work.

**3. URGENT ITEMS TO BE CONSIDERED ON BEHALF OF OTHER COMMITTEES.**

None.

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

21<sup>st</sup> November 2017 at 19:30 in the Parish Council Room, Rotherfield Village Hall. This meeting will agree the Committee's budget and precept requirement for 2018/19.

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

- St. Denys' Old Burial Ground. Councillors, assisted by a nearby Parishioner, recently undertook a large amount of cutting back and clearing of this area. They will be returning this Saturday with a "Chipper" to deal with the arisings prior to disposal.
- Clerk reported that Burslem have started the memorial repair work in the Old Burial Ground.

Cllr. Wickenden reported the following: -

- Rotten planks on a bridge situated on Rotherfield 42 footpath between Chant Lane and Douglas Road. **CLERK** to report this unsafe bridge to ESCC Rights of Way team.
- Potholes at the "farm" end of Chant Lane.
- Trees obscuring streetlight in vicinity of Milk Lodge. **CLERK** to report to ESCC Highways.
- Culvert at foot of Catt's Hill reported as blocked and causing surface water to build up – **CLERK** to report to East Sussex Highways.

The Chair declared the formal business of the meeting closed at 21:25.

**6. PUBLIC FORUM**

None.

**Confirmed and adopted as a true record at the 7th November 2017 Parish Council Meeting**

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