

MINUTES OF THE MEETING OF THE HIGHWAYS & LIGHTING COMMITTEE HELD ON TUESDAY 30th JULY 2013 AT 7.30 PM AT THE STEYNING CENTRE

PRESENT: Cllr. Alexander(Chairman)
Cllrs Bowell, Lloyd, Hoare, Barling & Muncey.
2 Members of the public were present
The Clerk was in attendance

1. APOLOGIES

1.1 There were apologies for absence Cllr Hopkinson.

2. DECLARATIONS OF INTEREST

There were no declarations of Councillors' interests.

3. MINUTES

3.1 It was proposed by Cllr. Alexander and seconded by Cllr. Lloyd that the minutes of the meeting held on 25th June 2013 be adopted as a true record and signed by the Chairman. This was Agreed.

4. MATTERS ARISING AND ACTIONS

4.1 Dropped kerbs is an agenda item.

4.2 Cllr Alexander had discussed the urinals project with Steyning & District Community Partnership and Martin Leigh-Pollitt, Visitor and Tourism Committee, and they do not feel they could take this project on alone, but could help with access to funding that the Parish Council could not otherwise get, e.g. Community Chest money – the Partnership could apply, but they would not want/have not got personnel or resources to drive it. They would be happy to be part of a joint working group with us. To talk to HDC and obtain quotes for the work, then meet again with SDCP to progress the project.
To arrange a meeting with HDC.

4.3 Cllr Lloyd has obtained prices for the water butts behind the bus shelter - the largest of 250 litres on a stand and with connectors will cost approx. £54 + £9 for the stand and £15 connector. A second one would cost about the same. The work could be done by one of the caretakers or councillors.
It was proposed by Cllr Lloyd seconded by Cllr Bowell to agree the installation of one water butt at £80. This was Agreed.

4.4 Flooding/blocked drains –Cllr Barling reported he has met with officers from WSCC. The new Highways Officer has advised she will be visiting Steyning regularly to look for road problems. Some areas will be high priority such as Church Lane and this should be 14 day turnaround. She has advised that intervention levels are 20mm for paths 40mm for road holes. The Principle Community Officer is compiling a list of works in the Chantonbury area for attention and identified what was still on the list as requirements for Steyning. The new list will be circulated to councillors. For Steyning at present there are items such as, dropped kerbs, disabled parking bays, signage, speed humps, Horsham Road by-pass. Councillors to feed back to Cllr Alexander and she will, in liaison with Cllr Barling put

forward a priority list for discussion and decision at County. There is Section 106 money for Steyning which could also be used.

At next CLC meeting the Cabinet Members authority on Section 106 is proposed to be devolved to the CLC.

There is still Operation Watershed funding available for flooding projects and we can bid to employ consultant to identify problem and then bid for funding to do the work.

First stage to find a consultant to identify what the solutions could be.

Kevin MacNay at WSCC may have information and an existing report for the Mouse Lane problem and details of consultants.

If report exists to get a quote and put in a bid for funding to Operation Watershed.

4.5 Winter Maintenance Plan agenda item.

4.6 Devolved works – ongoing.

4.7 Signage is an agenda item.

4.8 Lease for toilets, Cllr Barling reported that he will return this to the Clerk with amendments but nothing substantial needs attention. It was proposed by Cllr Lloyd and seconded by Cllr Bowell to delegate to the chair and Clerk to sign the lease.

4.9 Litter monitoring rota – To start for September. The Deputy Clerk to circulate and maintain a reminder system for councillors.

4.10 *The footpath/pavement Newham Lane, north side from allotments down to Newham Close has numerous trip hazards.*

Cllr Alexander reported that she has inspected this pavement from White Horse Square to the twittens leading to the MPF. There was one raised area (about 12”x 2”) outside Nos 11-12 Newham Lane. The driveway and some of the frontage outside No. 15 is in a poor state. The tarmac is breaking up around a manhole cover outside No. 18 and also by the first twitten. This to be reported to WSCC.

The pavement on the south side, as an alternative pavement to the High Street, is generally in good condition.

Cllr Alexander reminded residents and councillors that fault reporting can be done via SPC website under ‘Contact Us’.

5. QUESTIONS FROM THE FLOOR

- Winter maintenance could a request be put in for one grit bag in Newham Lane near Newham Close.

A permanent grit bin is on the list at White Horse. Also one Newham Lane to Godstalls Lane.

- On the signage item will you be discussing back of road signs.

Yes.

- School lane needs clearing of leaves.

This will be reported.

6. HIGHWAY MATTERS

6.1 Community Payback scheme. The Clerk met with the officer and they will be able to undertake the following works:

Painting of the bus shelter – cost of paint, brushes, etc. – approx.. £150. This will include sanding and re-coating the benches.

Southdown Terrace steps – to clear overgrowth and install a handrail – costs approx. £150-£200, wood, posts, cement etc.

Twitten by Grammar School to Primary School and to Coxham Lane, clear overgrowth.

Twitten over by-pass, footbridge, overgrowth.
Small piece of land in DeBroase Way, to clear if possible to get a strimmer.
Contribution to the team at £40 per day. They have approx. one weeks work = £200.
Total cost approx. £550.

It was proposed by Cllr Alexander and seconded by Cllr Bowell to agree up to £600 for the above works. It was noted that County may have tools.

As part of our commitment to the team they request that when the team is working Councillors or the public go and speak to the team and engage with them. To put information on website. Clerk to advise councillors of the date.

- 6.2** Winter Management Plan – Cllr Alexander has circulated a revised plan which needs agreement and sending to WSCC this week.

To delete Goring Road and add Kings Barn Bridge. Paving slabs to be placed for the bin. There was discussion about obtaining smaller bags to be able to deliver the salt in smaller quantities. This will be considered again nearer the time.

It was proposed by Cllr Alexander and seconded by Cllr Bowell to agree this plan with contacts, locations of grit bins (6 additional) and 16 bags for submission to County. This was Agreed. A statement to be put on the website re: winter maintenance.

- 6.3** Dropped kerbs project –Cllr Alexander reported that she has contacted Dingemans to speak to the residents and Primrose Court and Penns Court for comments will get a list together of areas for attention.

- 6.4** Signage - Replacement pole for Fletcher Croft Parking Sign is now in place; awaiting the sign itself.

WSCC still have not removed superfluous signs at White Horse roundabout.

Newmans Gardens/Health Centre still not done.

With regard to the blank area at the back of the new single pole signs, this has been looked at but do not think it would be appropriate to have direction signage (e.g. Leisure Centre ↑) – may be regarded as distraction for motorists because they are beyond the junctions, not before them as is usual. Need to check legality with WSCC Highways. Need to ask WSCC if they would object to small sign e.g. indication straight on for toilets on the sign next to the White Horse garden wall. There are no obvious ideas for the back of the sign in Lower High Street.

The clerk has contacted WSCC regarding signs on the back of road signs and these would need to be agreed with WSCC, need to be the same specification as their normal pedestrian signs (white on blue), they would need to comply with Dept. of Transport standards otherwise they would be classed as illegal as they are on a road sign. WSCC would charge if they provided them, otherwise we would have to get them made to the correct specification. Cllr Alexander to give a list to the Clerk to take to WSCC.

- 6.5** Steyning & District Community Partnership – Cllr Alexander met with Martin Leigh-Pollitt to get an update on their projects, specifically on signage and the wish for a 30 mph sign on Clays Hill to avoid duplication of effort.

Improving the signage into Steyning is on their active list of projects. They want to do something for Steyning and to include Bramber and Upper Beeding. Unfortunately, they have few people to take projects on.

They are very keen to have gateway signs. They would also like an iconic sign to depict whole area (Steyning, Bramber and Upper Beeding). They would like ‘Welcome to Steyning/Bramber/Upper Beeding Historic Market Town + symbols beneath for hotels/church/museum/restaurants, to be placed on the south side of Bramber roundabout on A283, by the Slow Down electronic sign on North end of by pass, on Henfield Road by the

Towers School and on B2135 just before junction with A283. Flashing signs are expensive and Cllr Barling has said county will not support this.

Cllr Barling to see if there is a volunteer to take on this project in liaison with SDCP and SPC.

7. FINANCIAL REPORT

7.1 A list of income and expenditure for June 2013 had been circulated to Councillors prior to the meeting. It was proposed by Cllr. Alexander and seconded by Cllr. Bowell to agree the expenditure as shown for the period. This was Agreed.

7.2 There were no petty cash payments in June 2013.

7.3 The clerk reported for information that the electricity fixed rate terms for the toilets and High Street car park have been renewed. Toilets 2 year fixed rate term originally quoted at 35p per day, daily charge and 12.73p unit charge. Negotiated at 25p per day daily charge and 12.97p unit charge. Car park one year fixed rate term originally quoted at 35p per day daily charge and 14.25p unit charge. Negotiated at 25p per day daily charge and 13.47p unit charge. The above expenditure was agreed.

8. CORRESPONDENCE

8.1 Email from Steyning Greening campaign to update that the 2A bus will be re-routed via Surry Street from 15 September. Also the bridge between Upper Beeding and Bramber is weak and may not support the vehicle (bus) weights. A meeting is being arranged with WSCC and the bus company.

8.2 Email from HDC regarding emptying of litter bins. There is concern about waste being left at the side of the bins when they appear to be full. Sometimes a bag of rubbish is placed in a dog bin and blocks the top of the bin so it looks full but is not. HDC are asking for anyone who sees a full or overflowing bin to report direct to them on hpoast@horsham.gov.uk. We will put this contact on our website.

8.3 It appears that the funding for the new disabled bays in Fletchers Croft can be obtained between HDC & WSCC (Section 106 transport funding). This committee agreed continued to support the installation of 4 disabled bays in this car park.

9. COMMUNITY INFRASTRUCTURE LEVY

Committee were asked if there were any additional items to add to this list.

To check list to see if there are any items that come under Section 106 Transport funding.

10. DATE OF NEXT MEETING: Tuesday 17th September 2013 at 7.30 pm

The Chairman closed the meeting at 8.45 p.m.