

**HIGHWAYS & LIGHTING COMMITTEE MEETING
TUESDAY 7.30pm, 28th October 2014
AT THE STEYNING CENTRE**

Present: Cllrs Alexander, Lloyd, Barling, Muncey and Muggeridge and Cllr Willett under SO3 c)

Members of the public: five

Clerk: Rebecca Luckin

Questions from the floor:

1. Q – Newham lane, from the new house, WSCC used to cut the bank to allow access, it is overgrown, it used to be an escape route for pedestrians, can it be put back on the list to allow for access?
A – Cllr Barling will request that it is placed on the WSCC Rangers list.
2. Q – HDC are not going to fund any addition to the toilets in the high street?
A – No, that's not correct, Cllr Rogers had just advised that she did not wish to support the proposal.

The meeting was convened at 7.35pm

MINUTES

1. **APOLOGIES** – apologies were received and accepted from Cllr Bowell.
2. **DECLARATIONS** – there were none.
3. **MINUTES** – Cllr Lloyd **proposed, seconded** by Cllr Barling that the minutes of the meeting held on 23rd September 2014 be accepted as a true record and signed by the Chairman. **Agreed.** Councillors thanked Cllr Muncey for chairing the meeting so well.
- 4 **MATTERS ARISING AND ACTIONS** – the Clerk reported that:
 - 4.1 Dog Lane drainage works – Funding had been received and the contractor instructed to proceed. Work will be programmed in and may not commence before January 2015, but the Clerk is working with WSCC to bring this forward. The Clerk expressed concern that WSCC had passed management of the works to the Parish Council, since Councillors were not highway experts nor able to control the project in any way. Two named contacts at WSCC have been provided.
 - 4.2 WSCC and HDC will be working together shortly to co-ordinate the sweeping of leaves and jetting and clearing of gullies and culverts in the parish.
 - 4.3 Tim Boxall, WSCC, had visited Newham Lane and is of the opinion that debris is being washed from a PROW further up the lane. He has visited the landowner to request that land management works are undertaken to address the cause of the problem. Road sweeping will continue to take place. Cllr Muncey reported that sweeping was being undertaken only in the lower lane. The Clerk will contact HDC to request further sweeping.

- 4.4 An overgrown hedge at the junction of Middle Mead / Shooting Field has been cut back.
- 4.5 Overgrown vegetation on the High Street by College Hill will be trimmed back by WSCC Community Rangers.
- 4.6 Overgrown vegetation at Croft Meadow on the mini roundabout will be trimmed back by HDC.
- 4.7 Councillors and volunteers, led by Cllr Muncey, had undertaken a two week dog-fouling campaign. A report was circulated. Cllr Muncey expressed concern at the level of fouling, particularly at the path from MPF to the Rifle Range. Options to resolve the matter could include 'Flick it with a stick' and / or dog waste bags, with sticks and bags being provided. The matter will be considered by the Playing Fields Committee. A poster could be placed to raise awareness. A further campaign will take place.
- 4.8 Steyning Grammar School confirmed that the house at Fletcher's Croft is owned by WSCC. They are currently in liaison with County and expect to have a resolution, by the end of the year, that will see the site tidied.
- 4.9 Urinals in the High Street – HDC advise that they would be prepared to consider the project, but first Steyning Parish Council should provide plans and a quote to carry out the works. Permission would be subject to HDC consent and the Parish Council achieving Planning and Building Control consents and approvals. Councillors will undertake a site visit to agree the specification, in order that the Clerk can obtain quotes for the works to be undertaken.
- 4.10 Lighting of the footbridge between Goring Road and Kings Barn Villas - The new lights are not sufficient. WSCC will remove excess vegetation and Cllr Muncey has investigated solar lights. SSE has been contacted. Cllr Rogers has approached Greg Charman, HDC, regarding funding options. Cllr Barling will investigate solutions if HDC are unable to provide assistance.
- 4.11 An access protection line at Mill Road / MPF is on the WSCC programme of works.
- 4.12 HDC confirmed that a licence was granted to the French crêpe van that parks in the High Street Car Park. The van owner has confirmed that he will not park across disabled bays in future. The Clerk has requested that they ensure rubbish is cleared from the car park and surrounding areas.
- 4.13 Following a concern expressed by Cllr Muncey regarding cigarette butts outside several High Street premises, the Clerk wrote to business owners to ask for their co-operation and vigilance in ensuring that their customers did not drop litter. A positive response was received from all except one.
- 4.14 Following concern expressed by a bus passenger, the Clerk wrote to the Brighton & Hove Bus Co requesting a solution that would prevent passengers waiting in the rain for buses. The bus company had suggested a real time display board that would cost £5000 - £13000. Further information will be sought from WSCC.
- 4.15 The stream at Fletcher's croft has been cleared and strimmed by HDC.
- 4.16 The bin in the High Street will be replaced. The Clerk will ask for Police CCTV to be checked.

5. HIGHWAYS MATTERS

- 5.1 Winter Maintenance Plan / arrangements with WSCC. Hippo bags are under cover. Priority routes and twittens will be identified. Grit bins will be forked over to loosen grit prior to use. The Winter Maintenance Plan is on the Parish Council website under Committees.
- 5.2 St Andrew's Church, Lych Gate – access protection line. WSCC advise that they are not able to provide a reserved parking bay in front of the Church Lych Gate, however, they could place an access protection line, with an exemption for funeral and wedding vehicles at a cost of £109. Councillors agreed to inform the PCC and ask if they are able to cover the cost.
- 5.3 Mouse Lane flooding – feasibility study. Cllr Alexander reported to Councillors that she had submitted a draft scheme and that WSCC will undertake a topographical and hydrological assessment of the area. There was no wish to change the nature of Mouse Lane, an historic water course and unique lane. Cllr Barling had met with Cali Sparkes, WSCC, who will draft a scheme for feasibility, cost and likelihood of success. Operation Watershed funds may be available. Cllr Barling will progress the matter and keep all parties informed. A representative of residents will attend any meeting that takes place.
- 5.4 WSCC Quick Fix Fund for highway improvement project – bids for under £5,000 will be considered. Councillors will report back on any potential projects.

6. FINANCIAL REPORT

- 6.1 Income & Expenditure Report for September 2014. Cllr Lloyd **proposed, seconded** by Cllr Alexander that the Income & Expenditure report be accepted. **Agreed.**
- 6.2 First draft of the Highways & Lighting budget for 2015 / 16. Cllr Lloyd advised that he would like to see a 0% increase on the budget for 2015 / 16 without reducing any services, he **proposed** that the Clerk, Chair, Cllr Lloyd and Cllr Muncey be delegated to work on the budget. **Seconded** by Cllr Muncey. **Agreed.**

7. INFORMATION ITEMS

- 7.1 Cllr Muncey had submitted an application to have the definitive map modified. A new fence had been erected next to model plane flying field. Discussion with WSCC PROW officers has taken place, the application is pending.
- 7.2 The Clerk has received a complaint from a Tanyard Lane resident, concerned that bollards are not preventing vehicles from mounting the pavement and that parked cars are forming a pinch point in the lane. The resident has asked if double yellow lines could be considered at the narrowest part of the lane. Cars are parked very close to the junction with Elm Grove. Cllr Barling advised that a TRO was published recently, but objections were received from members of the public and the bus company. Parked cars do calm the traffic. Cllr Barling will contact the resident and report back.
- 7.3 A letter was received from Louise Goldsmith, regarding a campaign to encourage landowners to be aware of their riparian responsibilities. A toolkit is being drafted and will be available on the WSCC website. Problem areas will be identified and an informative letter sent to landowners / householders. Cllr Alexander will draft a letter with the guidance of Stuart Smith, WSCC.
- 7.4 Cllr Barling reported that the WSCC website is being rebuilt and will include a Facebook page.

8. COMMUNITY INFRASTRUCTURE LEVY – none for this meeting.

9. DATE OF NEXT MEETING – Tuesday 16th December 2014 at 7.30pm

The meeting closed at 20.36pm.

Signed: Date: 16th December 2014
Chairman

Highways and Lighting

Action list 28th October 2014

- 4.9** Urinals in the High Street – HDC advise that they would be prepared to consider the project, but first Steyning Parish Council should provide plans and a quote to carry out the works. Permission would be subject to HDC consent and the Parish Council achieving Planning and Building Control consents and approvals. **Councillors** will undertake a site visit to agree the specification, in order that the **Clerk** can obtain quotes for the works to be undertaken.
- 4.10** Lighting of the footbridge between Goring Road and Kings Barn Villas - Cllr Rogers has approached **Greg Charman**, HDC, regarding funding options. **Cllr Barling** will investigate solutions if HDC are unable to provide assistance.
- 4.14** Brighton & Hove Bus Co suggested a real time display board that would cost £5000 - £13000. Further information will be sought from WSCC. **Clerk**
- 4.16** The bin in the High Street will be replaced. The Clerk will ask for Police CCTV to be checked.
- 5.2** St Andrew's Church, Lych Gate – access protection line. WSCC advise they could place an access protection line, with an exemption for funeral and wedding vehicles at a cost of £109 **Clerk** will contact PCC and contact WSCC with the answer.
- 6.2** Highways & Lighting budget for 2015 / 16. Clerk, Chair and Cllr Lloyd and Cllr Muncey be delegated to work on the budget.
- 7.3** A letter was received from Louise Goldsmith, regarding a campaign to encourage landowners to be aware of their riparian responsibilities. Problem areas will be identified and an informative letter sent to landowners / householders. **Cllr Alexander** will draft a letter with the guidance of Stuart Smith, WSCC.