

All minutes are draft and subject to approval at the next meeting

FERRING PARISH COUNCIL

Highways & Community Committee (Advisory Powers)

**Minutes of the Highways & Community Committee Meeting
held at 10.00am on Tuesday 27th August 2019 at the Parish Office**

Present	Councillors	Terry Jackson
		Peter Coe
		Carole Robertson

1	<p>Apologies for Absence Apologies were received from Councillor Ruth Sims, Paul Green (Tennis Club) & Margret Metcalf (FRSA)</p>	
2	<p>Declarations of Interest There were no declarations made</p>	
3	<p>Public Question Time There were no members of the public present.</p>	
4	<p>To confirm the Minutes of the last Meeting held Monday 17th June 2019 The minutes were agreed as the correct record and signed by the Chairman. .</p>	
5	<p>Matters Arising from the minutes of the last meetings not covered on the agenda</p> <p>FRSA Signage: FRSA were considering erecting signs to advise 'private roads – no unauthorised parking'. It was asked if FRSA will consider erecting such sign in Orchard Close. In the absence of the FRSA Representative, this will remain as an item on the agenda for the next meeting.</p> <p>Parish Matters Clover Lane: At the last meeting the Clerk advised that a resident has raised the concern that vehicles using Clover Lane are unaware that it is a no through road and due to the road being narrow it is extremely difficult to turn round. It was asked if FRSA will consider erecting a no through road (T Junction) in Clover Lane at the junction of Ansisters Road. In the absence of the FRSA Representative, this will remain as an item on the agenda for the next meeting.</p>	<p>PC</p> <p>PC</p>

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	<p>Pantilies Parking: The Clerk is currently attempting to obtain the ownership of the land at the Pantiles.</p>	PC
6	<p>Glebelands Issues including Football Club – Andy Wincell In the absence of Andy Wincell, there was nothing to mention.</p>	
7	<p>Tennis Club Issue – Paul Green In the absence of Paul Green, the Clerk advised the Committee that the Tennis Club require new nets and a quotation has been provided.</p> <p>This item will be on the Full Council Agenda 2nd September for information and approval.</p>	
8	<p>FRSA – Margaret Metcalf In the absence of Margaret Metcalf, there was nothing to mention</p>	
9	<p>Highways Issues</p> <p>Completed Projects</p> <ol style="list-style-type: none"> a. Replacement ADC road name signs: Replacement signs have been ordered for The Grove, Telgarth Road & Little Drive. b. Council Identification: ID badges have been distributed to Councillors and the ID badge holders (Clip on and necklace) are available from the Clerk. c. Winter Maintenance: At the last meeting it was agreed that the Clerk will ask WSCC to remove the existing salt and replace with new salt. The Clerk has completed the Winter Maintenance Audit and will check with WSCC that the requirements are satisfactory. 	PC
10	<p>Parish Matters</p> <ol style="list-style-type: none"> a. Clover Lane: See minute item 5 b. Parking at Langbury Lane: Councillor Peter Coe reported on his & Councillor Ruth Sims meeting with the Progress Housing Area & Site Managers. <p>The Meeting was extremely useful and they are very keen to fully integrate into and become an integral part of the village as they see this as beneficial to the wellbeing of their residents and staff alike. They are aware of the parking issues and have given assurance that their carers do not park on the grass verges or pavements or across neighbouring driveways.</p> <p>It was suggested that they may like to put an article in “all about Ferring” to raise awareness.</p>	

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	<p>They did advise that their residents enjoy village life and would like to pursue potential for wheelchair usable swings and roundabout on the village green, possibly as a joint venture.</p> <p>It was agreed that this will be an agenda item for the next Environment Committee meeting as an item for discussion.</p> <p><i>(Notes of the meeting are available by request to the Clerk)</i></p> <p>Councillors Peter Coe & Ruth Sims were thanked for meeting with Progress Housing.</p> <p>c. Sea Lane Speeding Issues: At the last meeting, Councillor Peter Coe was tasked with exploring the option of hiring or purchasing a Vehicle Activated Sign.</p> <p>Councillor Peter Coe has provided a report <i>(attached)</i> of the Vehicle Activated Sign including the approval requirements, possible locations and effectiveness. Councillor Peter Coe will obtain an update to the quotations.</p> <p>The recommendation of the Committee is that the Parish Council purchase the Vehicle Activated Sign.</p> <p>It was agreed that, if the purchase is agreed by F&GP Committee and approved by Full Council, Councillor Peter Coe will formulate an article for 'all about Ferring' magazine.</p> <p>Councillor Peter Coe was thanked for producing the report.</p> <p>This item will be on the F&GP Committee Agenda 7th October.</p> <p>d. Pantilies Parking: See minute item 5</p>	<p>PC</p> <p>PC</p> <p>P COE</p>
<p>11</p>	<p>Remembrance Day Arrangements for the event will commence this week. The Clerk advised that she has enquired and received confirmation from the Royal British Legion Poppy Appeal that this year, the payment for the wreaths is required from FPC at point of order. The letters to the wreath layers will reflect this.</p>	
<p>12</p>	<p>Cycling Issues The Clerk advised that there has been some confusion over the last few years relating to no cycling byelaws, particularly along Patterson's Walk with incorrect information being supplied by the District Council.</p> <p>The Clerk advised that she has now received clarification relating to no cycling</p>	

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	<p>byelaws from ADC and it was agreed that if an enquiry is received at the office that details of the bylaw will be passed on.</p> <p>It was thought that there is signage along Patterson's Walk prohibiting cycling with penalty notices. Councillor Peter Coe will investigate and report back to the Clerk. It was agreed that ADC will be asked to remove any such signage now that they have confirmed that penalties are not enforceable.</p> <p>It was agreed that the Clerk will revert back to ADC to summarise the Committees understanding of the bylaw and recommended ADC actions.</p>	<p>P COE</p> <p>PC</p>
13	<p>Warden/Community Officer As a result of the Annual Parish Meeting, the Environment Committee was asked to look at the option of employing a Warden/Community Officer. It was agreed by the Environment Committee pass this item to the Highways & Community Committee for discussion.</p> <p>Councillor Peter Coe kindly provided a summary of findings for a Warden/Community Officer and it was acknowledged that at the 2012 village survey, residents declined the opportunity of a Village Warden/Community Officer.</p> <p>The Highways & Community Committee agreed that this matter is a much bigger issue and that the summary of findings for a Warden/Community Officer should be distributed to the F&GP Committee for discussion at the next meeting.</p>	PC
14	<p>Parish Clerk Report including Financial Matters There was nothing to mention.</p>	
15	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda The Clerk advised that she has received communication from the Managing Director at Compass Travel raising the concern with regards to difficulties in manoeuvring the No.8 bus around South Ferring due to inconsideration parking and if the problem persists they may have to give consideration to suspending the service.</p> <p>After a brief discussion considering the options that are available, it was agreed that in the first instance, Councillors Terry Jackson & Peter Coe will walk the route and report back to the Highways & Community Committee.</p>	TJ/P COE
16	<p>Date of Next Meeting – Monday 11th November 2019, 10.00am The meeting closed at 11.10am</p>	