



9 am to 4 pm Mondays to Fridays

TO MEMBERS OF THE HIGHWAYS ADVISORY COMMITTEE

Felixstowe Town Council: Cllr Jon Garfield (Vice-Chairman)
Cllr M Morris
Cllr A Smith

Suffolk County Council: Cllr G Newman (Chairman)
Cllr N Barber
Cllr J Goodwin.

Suffolk County Highways: Mr D Chenery (East Area Highways Manager)

By Invitation: Mr L Barber (Suffolk Highways)

There will be a meeting of the **HIGHWAYS ADVISORY COMMITTEE** on **Tuesday 10th March 2015 at 3pm** at Felixstowe Town Hall to transact the following business:

A G E N D A

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interest**
Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
- 3. To consider any requests for Dispensations from Councillors with a Pecuniary Interest**
Any Councillor with a pecuniary interest in a matter who wishes to be granted a dispensation to remain and speak during, or vote on, that matter, may apply for a dispensation in writing to the proper officer of the Town Council as soon as possible before the meeting which the dispensation is required. Applications may also be made at the meeting itself.
- 4. Minutes of the Previous Meeting**
To confirm the minutes of the meeting held on 16th September 2014 as a true record. **(Pages 3-8)**
- 5. Matters Arising**
To note any matters arising from the Minutes not included elsewhere on the agenda.
- 6. Highways Report the East Area Highways Manager**
To receive a report from the East Area Highways Manager. **(Appendix A)**

7. Other Specific Matters:

- a) Accident on Hamilton Road
- b) State of St George's Road
- c) Garrison Lane Traffic Lights
- d) Sunray Avenue – resurfacing work
- e) Bus Shelters at Walton High Street, opposite Half Moon and Gosford Way
opposite Margery Girling House **(Pages 9-10)**

8. Any Other Business

To consider any such business as may be relevant for this Committee.

9. Closure

To close proceedings, and note the date of the next meeting.

Yours sincerely



Ash Tadjrishi

Town Clerk

4 March 2015

For information (via email):

All Town Councillors

Suffolk Highways Officers

AGENDA ITEM 4: MINUTES OF PREVIOUS MEETING

MINUTES of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 16th September 2014** at **3pm**

PRESENT: Cllr G Newman (Chairman)
Jon Garfield (Vice Chairman)
Cllr M Morris

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs D Frost (Finance Officer)
Mr D Chenery (SCC East Highways Manager)

254. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr A Smith, Cllr J Goodwin and Cllr N Barber.

255. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

| Member | Minute No. | Nature of Interest |
|---------------|-------------------|---|
| Cllr G Newman | 257-2 | Local Non-Pecuniary (Suffolk County Council Cabinet Member for Roads and Transport) |

256. REQUESTS FOR DISPENSATIONS

There were none.

257. MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that:

The Minutes of the Highways Advisory Committee Meeting held on 10th March 2014 be signed by the Chairman as a true record.

258. MATTERS ARISING

a. Shared Space Cleaning

The cleaning of gum is carried out by Suffolk Coastal District Council. The last clean was carried out for four weeks starting on 2nd June Monday to Thursday, 5pm – 11pm. The frequency of cleaning is uncertain. The contact for gum cleaning is Vic Lingley, SCS, Ufford.

The upkeep of planters and benches are the responsibility of Suffolk County Council as they are defined as street furniture. The planting upkeep is the responsibility of SCDC. David Chenery confirmed that he should be able to

carry out work on the furniture in the Shared Space before Winter sets in. It will be done via KMG. The cycle for maintenance will be every 2 years.

b. Sea Road, Accident Statistics

In the absence of Cllr Barber this will be carried forward to the next meeting.

c. Footpath 34 Cycle Track

An email has been received from Morrisons from a new contact which explained that the delay was due to staff changes. The email requested plans and suggested a 'lift and shift' option, which would basically mean that if requested (for example if they wished to extend), then we would have to remove the cycle track. Members felt that as the track is at the perimeter, it was probably unlikely that it would be required to be moved. David Chenery will contact and try and speed things along with a timescale, he will also investigate costs of materials which would be most suitable. Funding would come from LTP.

d. Carriageway resurfacing of High street and High Road Trimley

Faulkeners Way to the bridge has been completed and the bridge to the Half Moon. David Chenery was asked to investigate the gap on the bridge which has not been done. This work was carried out using additional Government Funding, and they will look to do more in the future if there is further additional funding to come.

e. Lorries in Beatrice Avenue

No commercial Satnav has the facility to tell drivers that the road is not suitable for lorries, and there are now numerous companies providing satnav. They can tell the driver of weight limits but not where roads are unsuitable. David Chenery can send a KMG lorry down the road to see what the Satnav shows to drivers going down Beatrice Avenue.

f. Beatrice Avenue and Garrison Lane crossings

David Chenery will check that the bollards are reflective.

g. Coronation Drive Verges

A photograph was circulated showing grass grids, and it was agreed this was aesthetically pleasing to look at, it provides a firm flat base and stops trenches forming. Some of the worst hit areas are from number 32 – 42 and outside 91. As part of general maintenance the Highways team would fill the worst affected areas with gravel. David Chenery is happy to use the money he would have used for gravel towards a new solution, input from Local Highways budgets would also be required from Cllr Newman, Barber and Goodwin. Cllr Newman has drafted a letter, and David Chenery will arrange for Highways to send this out to the properties in the worst affected areas.

h. Cycle facilities linked to the new Academy

Malcolm King and Cllr Newman looked at cycle routes to the Academy and maps were shown to members with details of the new requirements. The total estimated cost for the work is £28,000 with the Design quote being

£12k, it would leave £16k for the cost of the works. The Design Team will take 3 months, and works can then be carried out in the Spring. It was agreed that David Chenery gives the Design team the go ahead.

i. 'A' Boards in Hamilton Road

A meeting was held with traders at the beginning of August. David Chenery reported that a suitable sign cannot be found for Bank Corner. There is also an issue of only being able to put this type of sign on private land. Trinity Methodist Church at Bank Corner was an option, and Cllr Morris will make enquiries with Rev Diane Smith regarding putting a suitable sign on the corner. Cllr Morris will also take details of the consultation to the Suffolk Coastal Disability forum at the beginning October. Woodbridge are planning to have hanging signs, but this is a cost to the shops and involves planning permission. Agreement to David Chenery's recommendation was made, to revert back to Suffolk County Council guidelines and advice notice dated 2012. Orange stickers would only be used if dangerous.

j. Painting of the railings

This work is now complete.

k. State of High Road East and Cliff Road. Grass verges on Cliff Road

Pot holes will be regularly inspected in the normal routine. TRO will prevent parking on grass verges.

l. State of roads in the Crossgate Field and Feathersfield area.

The roads in the Crossgate Field and Feathersfield area have been inspected and minor pot hole repairs will be ordered. The 15/16 programme is now shaping up, and new pot hole repair work will come under 16/17 unless additional government funding is received.

259. REPORT OF THE EAST HIGHWAYS MANAGER

a. Drainage Work

Langer Road and Grange Road will be addressed in the Autumn. There are outstanding drainage problems in Crescent Road, Cobbold Road junction and Ferry Road at the Cliff Road junction which will be looked at when there is heavy rain, to understand the scope of the problem.

St Andrews Road/Hamilton Road outside the River of Life Café is another area where investigations need to be made when it rains heavily.

b. Surface Dressing

Grange Farm Avenue and Ferry Lane have been surface dressed this year to a total cost of £55k (£31k for Grange Farm Avenue and £24k for Ferry Lane). Next year a similar amount is due to be spent on Gosford Way, St George's Road and Hamilton Gardens.

c. Carriageway Resurfacing

£247,000 has been spent this year, funded from additional government funding on resurfacing roundabouts at Dock Gate 2, Grange Farm

Avenue/Grange Road. Part of Walton High Street has been resurfaced with Trimley St Mary High Road and the continuation to Gulpher Road being resurfaced later in the year.

£28,000 is due to be spent on Hamilton Road from St Andrews Road to the roundabout, which will be resurfaced later in the year. The Langer Road/Beach Station Road junction is to be resurfaced also later in the year. This has been funded from the Governments Severe Weather allocation.

It is planned to resurface Highfield Road, Grange Farm Avenue roundabout at Morrisons and Undercliff Road West from the Ordnance roundabout to Sea Road in next year's programme.

It was requested that on High Road West, the stretch from Seaton Road to Gulphur Road be looked at with special attention to the area by the church. The top of Coronation Drive/ Grange Road is also a bad area. This has been looked at but David Chenery will feedback to members.

d. Pavements

£79,000 has been spent on pavement work. Rosemary Avenue is now complete and the rest have been audited to design. It is hoped that the work will be carried out before the weather turns. £14,500 is to be spent on rebuilding the pavement in Grange Road near the primary school, to stop ponding which currently occurs.

e. Trees

The tree stump at Beatrice Avenue has been taken out. Dead trees have been removed in Cowley Road and Cobbold Road and pruning carried out to the trees in Barton Road. The trees will be replaced if this is possible.

f. Junction protection in Fairfield Avenue, Glenfield Avenue and Ascot Drive

There have been no objections to the proposed Order therefore the yellow lines should be in place in October.

g. 20mph Wadgate Road area

Cllr Newman has emailed to find out how wide an area. The area needs to be defined, and then consideration into whether the area needs to be wider. Suffolk County Council have commissioned volume and speed checks, now they just need to compare to the new policy. One solution would be more speed humps which would have a cost of approximately £5k. A priority system with half width along the road so oncoming traffic have to give way is also a possible solution. David Chenery can circulate an example picture. It could be a concern that if the solution deters people from travelling down Wadgate Road, that Vicarage Road would then be used instead.

There is now a Policy Development Panel who look at speed limits. They look at 20 mph zones. These are not allowed on A roads. They look at whether there is public support, accident statistics and whether speeds are low.

h. Beach Station Road/Langer Road Lorries

The Police and SCC have received complaints of lorries driving straight over at the Langer Road junction and also using Tacon Road and Sea Road.

The police have carried out enforcement of the 7.5 tonne entry restriction and the 3.5 T parking restriction. They have also asked Highways to provide additional signing at the traffic lights to emphasise the restrictions. David Chenery will work out the cost of the signage, and it may be that it needs to come from Cllr Newman's budget.

i. Manor Terrace Parking

A resident has complained about the lack of residents parking in Manor Terrace which has been quite busy in the holiday season.

Highways will monitor, and David Chenery will ask Dr Carolyn Barnes for the report.

If the resident or the relative is disabled painting a Disabled Access bay outside could be considered, however, these are only advisory markings and do not guarantee a space will always be available.

j. Grove Road Signs

Following the erection of a fence next to the new shared use pavement in Grove Road, problems have been experienced with illegal signs being attached to it. These need to be reported to stop more posters/signs being erected.

All signs in the highway are illegal unless licenced by the Highway Authority, however, the policy normally applied is that 'good cause' posters put up shortly before the event and then removed are tolerated, provided they are in a safe location and do not obstruct visibility or distract drivers. Signs for businesses are not allowed.

One solution would be to take the fence down. David Chenery will look at the safety audit as there is not a big drop by the fence, and the fence will require long term maintenance.

k. Harvest Court Entrance, Barton Road

A complaint has been received about poor parking adjacent to the two entrances to Harvest Court particularly in the holiday season.

The possible solution to this could be an 'H' mark but because the entrances are obvious these would not normally be granted. The site has been visited on a number of occasions and no problem has been witnessed. It is suggested that no action is taken at this time.

l. Grove Road Health Centre

Highway staff are providing an estimate to SCC's Rights of Way team for the costs of an additional length of pavement from the Centre to the SCDC car park. The cost of which will probably be £10k +.

260. OTHER SPECIFIC MATTERS

a) Cliff Road Bus Shelter

A request from a member of the public for a bus shelter on Cliff Road by the footpath leading to Roman Way, was received by Suffolk County Council. Felixstowe Town Council have carried out a consultation, writing to 37 homes on Cliff Road, Roman Way and Dukes Close in the vicinity of the proposed bus shelter. 23 responses were received – all but 1 (and 1 unsure) were in favour of it. Simon Barnett from Suffolk County Council has requested costings and will then decide whether it can come under their budget or not. Initial figures were given in the region of £2,000 for the base plus an enclosed shelter at £4,200. The land there is all shown as Highway in Suffolk County Council's records, so there should be no problems from that point of view.

It was noted that the glass should be on the sea side to stop wind from blowing across.

b) Church Road Parking

A complaint has been received from a member of the public regarding parking outside the White Horse, Church Road, making it dangerous for cars driving down Ferry Road to see past. It was also reported that at the bus stop by the White Horse, there is regularly an issue with cars parking at the bus stop, and this also causes issues. The problem in the main seems to be evenings, and lunchtimes at the Weekend. It has been suggested that Bus Stop markings are put outside the bus stop and this could come from Simon Barnett, Suffolk County Council's budget.

261. ANY OTHER BUSINESS

- a) Cllr Newman received an email 30th August regarding providing an island to get across to Cowpasture allotments. It could be for shared use/cycle. The cost would be 10.5k. It was felt that this would be a good facility to provide. David Chenery will provide drawings and send to Cllrs Newman, Barber and Goodwin for comments.
- b) On the Blofield Track over the Dockspur link some of the track is surfaced and then it is unsurfaced on the gradual incline, and it is not possible to cycle on the gravel. People use this track to get to the Port to work. David Chenery will look at the stretch, which is marked cycle but as far as Suffolk County is concerned it is a footpath.

262. CLOSURE

The meeting was closed at 17:25.

It was agreed that the next meeting be scheduled for Tuesday 17th March 2015 at 3pm.

Date: _____

Chairman: _____

AGENDA ITEM 7: OTHER SPECIFIC HIGHWAYS MATTERS

a) Hamilton Road – Shared Space

Following a recent accident at Hamilton Road, Committee will consider previous recorded accident data for this area.

Committee is to consider any other traffic issues at this location and possible remedies.

b) St. George's Road - Pavement

There has been a public petition concerning the state of the pavement at St George's Road.

Committee is requested to consider whether improvements to this pavement are able to be undertaken in 2015/16.

c) Garrison Lane - Traffic Lights

Concerns were raised by the Safer Neighbourhood Team on the high waiting time between changes of the traffic lights at the Garrison Road Traffic Light junction and a possible link to reported occasional jumping of these lights. SNT noted that since the lights have been in operation the junction has generally improved and there have been no serious accidents to date recorded at this location.

Committee is requested to consider whether the signalling program for the traffic lights can be improved.

d) Sunray Avenue – Resurfacing Work

There have been reports received of a trip hazard due to the state of the road at Sunray Avenue. Sunray Avenue is believed to be on the list of roads which are due resurfacing work in the future following a condition survey of the road last year.

Committee is requested consider whether this road should be surveyed for inclusion as a priority for resurfacing.

e) Bus Shelters

Report of the Public Transport Representative, Mr Bryan Frost:

In my capacity as Public Transport Rep for the Town Council, I have noticed that there are two bus shelters in the area which would benefit greatly from replacement if funds permit. These are:

- **Walton High Street , opposite Half Moon (i.e. in the direction towards Felixstowe)**
This metal shelter at a very busy stop is showing its age and offers minimal protection from the elements, with no side or front panels.
There is also unsightly graffiti which has been there for some time, although its removal cannot of course justify the cost of a new shelter.
If it is possible to fund a replacement in the black 'SCC' style, I would strongly suggest that it has a front panel as the prevailing SW winds blow directly into the

current structure, reducing its effectiveness. There is an example of this style in the shelter on the 'Orwell Hotel side' at Great Eastern Square.

- **Gosford Way, opposite Margery Girling House**

Again this shelter has seen far better days, the glazing is very opaque and there appear to be signs of corrosion in the structure. It would certainly benefit from replacement, although the wooden seat appears to be in good condition.

I am of course aware that there are limited funds available, but it would improve the waiting environment if these shelters could be replaced before too long. I'm afraid that I don't know which body these shelters – probably lost in the midst of time.

If it were an 'either/or' decision, in my view the Walton structure would be the first to be replaced. Bryan Frost.

Committee is requested to consider the report of the Public Transport Representative.