



Our Ref: 30/DLF

8th September 2014

Dear Member

HIGHWAYS ADVISORY COMMITTEE

There will be a meeting of the **Highways Advisory Committee** on **Tuesday 16th September 2014 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 10th March 2014 as a true record (**attached**).
- 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 (**attached**).
- 7. Other Specific Matters:**
 - a) Update on Bus Shelter – Cliff Road (**attached**)
 - b) Complaint regarding parking on Church Road (**attached**)

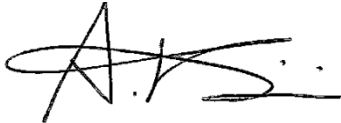
8. Any Other Business

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

A handwritten signature in black ink, appearing to read 'A. Tadjirishi', with a large, stylized initial 'A'.

Ash Tadjirishi (Town Clerk)

Members:

Felixstowe Town Councillors: Jon Garfield (Vice-Chairman), M Morris, A Smith.

Suffolk County Councillors: G Newman (Chairman), N Barber, J Goodwin.

East Area Highways Officers: Mr D Chenery, Mr M King, Ms S Broom, Mr D Oldham.

To be approved

HIGHWAYS ADVISORY COMMITTEE
Minutes of the Meeting held at Felixstowe Town Hall
on 10th March 2014

Present: Councillors Newman, Barber, Goodwin, (Suffolk County Council), and Morris (Felixstowe Town Council).

In Attendance: Mr D Chenery (Economy, Skills and Environment, Suffolk County Council),
Mrs D L Frost (Felixstowe Town Council)

536. APOLOGIES

Apologies were received from Councillor Smith and Councillor John Garfield.

537. DECLARATIONS OF INTEREST

Councillor Newman declared a Local Non Pecuniary Interest as Cabinet Member for Roads and Transport.

538. REQUESTS FOR DISPENSATIONS FOR COUNCILLORS WITH A PECUNIARY INTEREST

None.

539. MINUTES OF THE MEETING HELD ON 23rd SEPTEMBER 2013

The minutes of the Highway Advisory Committee held on 23rd September 2013 were confirmed as a true record by those present and the Chairman was authorised to sign them.

The Action list was discussed and members decided it would be useful to continue this.

540. MATTERS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA

502. Shared Space Cleaning

The planters and benches are beginning to look tired, with veneer coming off some of the benches. It was suggested that Community Payback team could do some work to the benches. There is also a problem with gum on the paving. David Chenery reported that the slot drains have been cleared, and this has been added to the cyclical cleaning list. David Chenery will speak to Suffolk Coastal District Council regarding the above.

502. Shopmobility Scheme

Debbie Frost has made contact with the owner of Phillips Mobility Ltd who confirmed that if booked in advance Phillips Mobility can take the scooter to a local Car Park at a pre-arranged time for customers. An article has gone into Town Talk to publicise this.

533. Mill Lane Bus Stop Markings

The bus stop markings are in place, there will be no shelter in the foreseeable future. No further problems have been reported.

530. Sea Road, Accident Statistics

Debbie Frost emailed Matt Dee to bring the problem to his attention, and was told that this would be discussed at the next Safer Neighbourhood Team meeting at the end of September 2013. Councillor Barber agreed to re-bring the matter up at the next SNT meeting.

530. Footpath 34 Cycle Track

It is believed that Councillor Sharman has been dealing with this. David Chenery will obtain an update and email members. A compulsory Purchase Order may need to be considered.

534. Railway Approach

This has not moved forward as yet but requirements will need to be considered in this area.

541. REPORT OF THE EAST AREA HIGHWAYS MANAGER

Members considered the following report tabled by the East Area Highways Manager and the following matters were discussed.

Drainage Work

Drainage work for Langer Road has been ordered. The work at Cobbold Road/Crescent Road has been delayed until later this year as it requires investigation, a drainage contractor will do jetting to assess why it is happening. Work is to be carried out to remove ponding on the pavement near to the Primary School in Grange Road, as there are concerns regarding children when it is icy.

Surface Dressing

Roads to be dressed this year are Grange Farm Avenue and Ferry Lane. Grange Farm Avenue will be dressed end to end, which should last longer, at a cost of £66k. The main length of Ferry lane will also be dressed at a cost of £50k. The above are on a list, and we are waiting for the Contractors to give the program of when Felixstowe will be addressed.

Carriageway Resurfacing

Roads to be resurfaced this year are Grange Road/Grange Farm Avenue roundabout, Dock Gate 2 roundabout and Hamilton Road between St Andrews Road and Orwell Roundabout. Grange Road/Grange Farm Avenue is not a big scheme, at a cost of £9k it will be done on a Sunday, and Dock Gate 2 at a cost of £136k will be done at night time which will take several evenings. St Andrews Road and Orwell Roundabout will also be done on a Sunday at a cost of £44k.

Councillor Goodwin and Newman also reported that the condition of Walton Avenue and Langer Road was also an issue. Trimley High Road and High Street was on the list, but David Chenery thinks it is on the list to do in 2015. Trimley St Mary's Parish Council had been told that half would be done this year and half next year. David will confirm to Councillor Newman and Goodwin when it is scheduled to be done.

Pavements

An additional section of pavement in Rosemary Avenue, from Dellwood Avenue to High Road East, is programmed to be reconstructed at a cost of £19k from the 2013/14 budget and will be starting shortly.

David Chenery reported that they are waiting to hear about the Footway budget for next year and if robust pavement sections to be reconstructed are likely to be in Rosemary Avenue, Elizabeth Way, St George's Road, Chaucer Road and Looe Road. The exact lengths will be determined in the near future, subject to allocation of budget.

Trees

David Chenery reported that specialist tree inspections have been arranged after the storms. 50% pollarding is required to the trees outside Grove Mews on Garrison Lane.

Lorries in Beatrice Avenue

Following a number of complaints about lorry use of Beatrice Avenue, David Chenery suggested that a survey of traffic be carried out in late March to assess the flows of different classes of vehicle, to determine if enforcement of lorry restrictions is required. Speeding is unlikely to be a problem due to the length of the road. A discussion took place, and it was noted that lorries are, in the main, retail lorries from the town centre and not Port related. Signage does say local traffic only. David Chenery will explore the options with regards to SatNav, as to whether there is a facility to say 'Not suitable for HGV.'

Beatrice Avenue and Garrison Lane crossings

Plans for the new pedestrian crossing facilities were circulated. It had been noted that 2 signs were missing and a bollard knocked over, these will be replaced as part of the new work. There will be a new large sign which will be seen on the approach from Ipswich on Candlet Road, which will show a left turn to Allotments and also a Parking sign. New enhanced 30 mph signs have just been erected and will stay. The arrows that were painted on Candlet Road on the approach to the roundabout will now be taken off, and one lane will be hatched out, this will reduce traffic to one lane and in effect will slow traffic down. A maintenance audit is now going to be carried out which will check for things like the narrowness of the roads, ie to ensure there is enough space for mending bollards etc.

Complaints have been received regarding the missing footway by the Medical Centre. Unfortunately this is on private land and is not adopted highway, so we are unable to build a footpath on this part. Councillor Newman enquired whether there will power provision going in and whether the bollards will be lit or reflective. David Chenery believed they were reflective but would check.

It is recorded that the Highways Advisory Committee is happy with the scheme as shown.

Construction is planned to start in late March.

Coronation Drive Verges

Photographs were circulated showing the state of verges in Coronation Drive. Three options were given. The plan currently would be to fill the ruts with granular material to keep the area safe and David Chenery confirmed that this could be carried out within his budget. However, they are unable to fund parking facilities. Options possible are extending the road surfacing to construct parking bays or to harden the

verges using a grass grid type surfacing. Both require dropping of existing kerbs. Paving would cost in the order of £2600 per property and grassgrid £1900 per property. There are approximately 100 properties on the worse affected sections. Bollards would not be an effective route. Tarmac could cause a drainage issue. Grassgrid has been done in Leiston and David Chenery can email pictures to members to show what it can look like. Widening the road is also an option at a cost of £150,000 - £170,000 although this could be done in sections. David Chenery will investigate potential ways to widen the road in areas which require priority. Costs could be considerably more if utilities are affected. County Councillors could use their budget of £8,000 each per year and there is a potential to use the following year's budget.

Cycle Facilities linked to the new Academy

Work has been carried out to identify improvements for cyclists travelling to the new Academy. A plan and list was shown which shows areas to study to determine whether improvements can be made, including costs and accident statistics, ranking in proposed priority. A thorough investigation/study would cost approximately £5,000-£6,000. Councillors Barber, Goodwin and Newman will visit the area with Malcolm King to investigate further where improvements could be made.

'A' Boards in Hamilton Road

Many 'A' Boards are placed on the Highway to advertise businesses. The policy County Council have adopted is to allow one such board per business. This is provided it is located directly outside the property, is taken in at night and does not obstruct the Highway unreasonably. A summary of Suffolk County Council's guidance note was circulated to members alongside photographs to illustrate the problems. Problems have been experienced in the area of the Orwell Road junction with a large number of boards being placed out by businesses in Orwell Road. There are also problems with goods being placed on the Highway in Hamilton Road. These would normally be dealt with by writing to the offender or a personal visit to the premises. County Council's approach has been to place stickers on the boards if they are considered unreasonable asking for their removal. This has provoked some vigorous objections. The proposal is to continue this approach but write to all of the businesses in Hamilton Road and Orwell Road to remind them of the approach and to say that boards will be removed if a nuisance is caused by boards that do not comply with the above. Members were asked for their comments on this approach. It was believed that when the shared space scheme was created, promises were made to the Blind Society that the area would be uncluttered. It is understood that Suffolk County Disability have also raised this issue of A boards and goods on Hamilton Road causing obstructions. It was felt that a set of rules that applies to Felixstowe was required. It was also suggested that a meeting could be held with relevant Traders having Disability Services and David Chenery in attendance to explain the problem. David Chenery will write a letter to Felixstowe Town Council regarding the issue including evidence, and also issues raised by the Suffolk Disability Forum.

Actions from meeting on 23 September 2013

520. Undercliff Road East – Drains blocked

Additional cleaning of the highway gullies has been carried out in Undercliff Road East and further work is to be carried out following recent storms.

521. Potholes

The pothole at the Mill Lane rail bridge is to be repaired. This requires a short road closure which is being arranged.

530. Beatrice Avenue, Fairfield Avenue/Dellwood Avenue junction protection and Gulpher Road/Ascot Drive junction protection markings

The TRO for Beatrice Avenue etc is to be advertised in mid April and will be implemented in July if there are no objections.

501. Cycle Lane - Mill Lane

This was included in the Area Manager's Report section on cycle routes above.

516. Painting of Railings

Railings in the following four locations are planned to be repainted in March/April this year by the Community Payback team. On Hamilton Rd, outside Co-Op; Hamilton Rd outside Post Office ; Crescent Rd outside Library and on Sea Rd outside the Leisure Centre.

516. Grit Bins

The grit bins have been placed as requested.

522. Plastic Bollards on Wesel Avenue

Replacement of bollards in Wesel Avenue has been programmed for this year.

532. Parking Restrictions 166 – 204 High Road West

Removal of parking restrictions has been included in the TRO in 530 above.

542. STATE OF HIGH ROAD EAST AND CLIFF ROAD

Malcom King has looked at this and there is a recurring theme. In the Highway's Maintenance Operational Plan roads can be addressed if they becomes unsafe or dangerous. It is when the roads are in bad condition but not unsafe or dangerous then it can become difficult. It was noted that on that particular stretch of road if it was a perfectly smooth surface then it could encourage speeding.

It was suggested that a statement be written and put in the Felixstowe Town Council Newsletter. It was requested that David Chenery write a statement to go to the next the Newsletter committee meeting on 29th April 2014

There is also an issue of parking on the grass verges of Cliff Road from the Dip to Golf Road. Councillor Newman has received an email saying that the Police have said it is a Council issue. David Chenery confirmed that a single yellow line also applies to the verge. Councillor Barber and Goodwin will bring the problem up at the next SNT meeting. David Chenery will write up notes quoting the TRO title.

It was reported that the roads in the Crossgate Road, and Featherfield area were in a bad condition. David Chenery informed that these would have been inspected formally but he will have another look at these roads.

543. ANY OTHER BUSINESS

None

544. DATE OF NEXT MEETING

It was agreed that the next meeting of the Committee would take place on **Tuesday 16th September 2014 at 3.00pm** at Felixstowe Town Hall

ACTIONS FROM HIGHWAYS ADVISORY COMMITTEE MEETING 10th March 2014

David Chenery	DC	Councillor Newman	GN
Councillor Barber	NB	Councillor Garfield	JGa
Councillor Goodwin	JGo	Councillor Morris	MM
Councillor Smith	AS	Malcolm King	MK
Debbie Frost	DLF		

ACTION	TITLE	DESCRIPTION
DC	502. Shared Space Cleaning	David Chenery to speak to SCDC regarding the upkeep of the planters and benches and cleaning of the shared space scheme in particular regard to gum on pavements.
NB	530. Sea Road Accident Statistics	Councillor Barber will bring the matter up at the next SNT meeting.
DC	530. Footpath 34 Cycle Track	David Chenery will obtain an update and email members.
DC	541. Carriageway Resurfacing of High Street and High Road Trimley	David Chenery will confirm when the resurfacing is scheduled and will let Councillor Newman and Goodwin know.
DC	541. Lorries in Beatrice Avenue	David Chenery will explore options with SatNav, as to whether there is a facility to say 'Not suitable for HGV.'
DC	541. Beatrice Avenue and Garrison Lane crossings	Councillor Newman enquired whether there will power provision going in and whether the bollards will be lit or reflective. David Chenery believed they were reflective but would check.
DC	541. Coronation Drive Verges	David Chenery to email pictures from Leiston to members to show what grassgrid can look like. David Chenery will also investigate potential ways to widen the road in areas which require priority.
NB, JGo, GN, MK	541. Cycle Facilities linked to the new Academy	Councillors Barber, Goodwin and Newman will visit the area with Malcolm King to investigate further where improvements could be made.
DC	541. 'A' Boards in Hamilton Road	David Chenery to write a letter to Felixstowe Town Council regarding the issue including evidence, and also issues raised by the Suffolk Disability Forum.
NB/DLF	516. Painting of Railings	To complete organisation of painting of railings, and arrange payment by locality budget.
DC NB/JGo DC	542. State of High Road East and Cliff Road Grass Verges on Cliff Road	David Chenery to write a statement to go to the next the Newsletter committee meeting on 29 th April 2014 Councillor Barber and Goodwin will bring the problem up at the next SNT meeting. David Chenery will write up notes quoting the TRO title.
DC	542. State of roads in the Crossgate Road and Featherfield area	It was reported that the roads in the Crossgate Road, and Featherfield area were in a bad condition. David Chenery will have another look at these roads.

**FELIXSTOWE TOWN COUNCIL
HIGHWAYS ADVISORY COMMITTEE MEETING
16 SEPTEMBER 2014
REPORT OF THE EAST AREA HIGHWAYS MANAGER**

1. Drainage work

The drainage work planned for Langer Road is now expected to be constructed in the Autumn, as is the work in Grange Road to remove ponding from the pavement near to the primary school.

Investigations are to be carried out on the drainage system in Crescent Road, Cobbold Road junction and works are to be carried out in this year's programme to improve the drainage in Ferry Road at the Cliff Road junction which has been flooding recently.

2. Surface Dressing

Grange Farm Avenue and Ferry Lane have been surface dressed this year.

Gosford Way, St George's Road and Hamilton Gardens are programmed to be dressed next.

3. Carriageway Resurfacing

Dock Gate 2 roundabout, Grange Farm Avenue/Grange Road roundabout have been resurfaced. 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. This has been funded from additional government funding.

Hamilton Road from St Andrews Road to the roundabout will be resurfaced later in the year. The Langer Road/Beach Station Road junction is to be resurfaced 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.

4. Pavements

The pavement works planned for this year are sections of pavement in Rosemary Avenue (completing this road), Looe Road, Chaucer Road, Elizabeth Way and Gosford Way.

Part of the pavement in Grange Road near to the primary school is to be reconstructed to stop ponding which currently occurs.

5. **Trees**

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.

6. **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.

7. **Cycle Route Schemes**

KierMG have been chased for estimates to design five schemes, identified earlier in the year.

8. **20mph Scheme – Wadgate Road area**

A survey has been arranged to determine traffic speeds and volumes to assess the possibility of a 20mph scheme.

9. **Coronation Drive**

We will be checking the verges before winter and placing gravel in any voids to ensure the verges are safe.

10. **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 us to provide additional signing at the traffic lights to emphasise the restrictions.

11. **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.

The issues in Manor Terrace were discussed in the attached committee report. Residents attended and a representative addressed the committee who agreed to support the report with a reduced length of parking restriction. SCDC does not have a policy or resources to promote or manage residents parking schemes.

As such, there is little the authorities can do to assist the resident. However, if the resident or the relative is disabled we could consider painting a Disabled

Access bay outside No. 7 but these are only advisory markings and do not guarantee a space will always be available.

12. Grove Road, Felixstowe

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.

All signs in the highway are illegal unless licenced by the Highway Authority, however, the policy we apply 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.

The signs recently removed from the new fence were considered to be in an unreasonable location.

13. 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.

Members are asked for their views.

14. 'A' Boards in Hamilton Road

'A' Boards were discussed at a Public Meeting in August.

The proposed conclusion was to continue with the existing policy but not to apply stickers to any 'illegal' signs.

One board will be allowed per business but this has to be directly outside the premises and only placed out when the business is open.

It was proposed to investigate the possibility of a list of businesses type sign at 'Bank Corner' or 'The Triangle'

15. 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.

Committee:	Rights of Way Committee
Meeting Date:	19 June 2013
Lead Councillor/s:	Councillor Graham Newman, Cabinet Member for Roads and Transport
Local Councillor/s:	Councillor Graham Newman and Councillor Nick Barber
Director:	Lucy Robinson, Director for Economy Skills and Environment
Assistant Director or Head of Service:	Matthew Riches, Head of Programme Delivery and Construction
Author:	Susan Broom Telephone: 01473 260409

Proposed Parking Restrictions In Felixstowe (Various Roads) In Connection With Bloor Homes South Seafront Development

Brief summary of report

- To consider objections to the advertised Traffic Regulation Order (TRO) for amendments to waiting restrictions in Felixstowe in association with the South Seafront Development (Maritime Park).

Action recommended

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| <ol style="list-style-type: none"> That the Cabinet Member for Roads and Transport be recommended to approve the making of the Suffolk County Council (Various Roads, Felixstowe) (Prohibition and Restriction of Waiting and Revocation) Order 201- as advertised, with the following amendment: <ol style="list-style-type: none"> The proposal for 'no waiting 8am-6pm daily' on the south east side of Manor Terrace to be reduced to 35 metres, thus providing 'no waiting 8am-6pm daily' opposite numbers 9 to 15 Manor Terrace only. |
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Reason for recommendation

- The planning consent granted for the South Seafront Development included specific conditions on the developer to promote new parking restrictions to help alleviate concerns about parking problems in connection with the new development.
- The proposed waiting restrictions have been designed to prevent obstruction and facilitate improved passage for vehicles in these areas.
- The proposed amendment to the advertised Order aims to achieve a better balance between the access requirements of existing residents in Manor Terrace and those people moving into the newly developed properties.

Alternative options

6. To impose the Order as advertised, despite the significant level of opposition from existing residents in Manor Terrace.

Who will be affected by this decision?

7. Existing residents of Manor Terrace and new residents moving into developed accommodation in Manor Terrace.
8. Visitors that may have previously parked in this area.
9. The displacement of vehicles affected by the proposed new restrictions may cause parking issues in other nearby roads.

Main body of report

Background

10. Suffolk County Council as highway authority has been asked by Bloor Homes to promote and implement new waiting restrictions required for the Felixstowe south seafront development (Maritime Park).
11. The Order as advertised promotes changes to waiting restrictions on Langer Road, Old Fort Road (newly built road), Orford Road and Manor Terrace.
12. Condition 16 of the development's planning permission reads as follows:
*"Prior to the occupation of any dwellings fronting Manor Terrace or Manor Road, the applicant shall promote a traffic order limiting the extent of on-street parking in the aforementioned roads.
Reason: To restrict the incidence of on-street parking at the junction of Manor Terrace and Manor Road to maintain an acceptable level of access to existing and proposed properties."*
13. In 2011 Suffolk County Council promoted its own waiting restrictions to prevent parking on the corner of Manor Road and Manor Terrace and to facilitate traffic flow in both of these roads. The outcome was to remove the old seasonal restrictions (operating from May to September) and to provide junction protection on the corner (no waiting at any time) with passing places along Manor Terrace (no waiting 8am-6pm). This is the situation which currently exists on site.
14. The draft Traffic Regulation Order, including the schedule of advertised proposals, is included in Appendix A.
15. Plans showing the advertised proposals are included in Appendix B.
16. Comments and objections received during the advertising period are shown in Appendix C.
17. The plan that relates specifically to the objections received is shown in Appendix D.
18. The plan that shows the proposed amendment to the advertised Order is shown in Appendix E.

Highways Advisory Committee 16 September 2014: Agenda Reports

Agenda Item 7a

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 at the end of February. A consultation was carried out 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.

Agenda Item 7b

A complaint has been made from a member of the public regarding parking outside the White Horse, Church Road. Parking outside the pub makes it very dangerous for cars driving down Ferry Road to see, especially when driving at speed, which makes it dangerous. Double yellow lines have been suggested. 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.