



TO MEMBERS OF THE HIGHWAYS ADVISORY COMMITTEE:

Felixstowe Town Council: Cllr Jon Garfield (Vice-Chairman)
Cllr S Gallant
Cllr S Wiles

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

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

There will be a meeting of the **HIGHWAYS ADVISORY COMMITTEE** on **Tuesday 7th March 2016 at 2pm** at Felixstowe Town Hall to transact the following business:

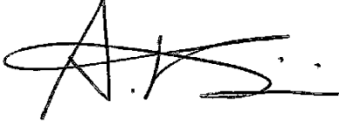
A G E N D A

- 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 20th September 2017 as a true record. **(Pages 3-12)**
- 5. Highways Report**
To consider an update report on previously identified matters and decide any further actions. **(Appendix A)**
- 6. New Highways Matters**
To consider new matters, plus any additional matters which may be raised at the meeting, and decide any actions. **(Appendix B)**

7. Closure

To close proceedings and confirm the date of the next meeting scheduled for Tuesday 7 March 2017 at 2pm

Yours sincerely

A handwritten signature in black ink, appearing to be 'Ash Tadjrishi', written over a horizontal line.

Ash Tadjrishi
Town Clerk
28 February 2017

For information (via email):
All Town Councillors
Suffolk Highways Officers

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 20 September 2016** at **2pm**

PRESENT:	Cllr G Newman (Suffolk County Council) (Chairman)	GN
	Cllr S Gallant (Felixstowe Town Council)	SG
	Cllr Jon Garfield (Felixstowe Town Council)	JGa
	Cllr J Goodwin (Suffolk County Council)	JGo
	Cllr S Wiles (Felixstowe Town Council)	SW
OFFICERS:	Mr A Tadjrishi (Town Clerk)	AT
	Mrs D Frost (Finance Administration Officer)	DF
	Mr D Chenery (SCC East Highways Manager)	DC

213. ELECTION OF CHAIRMAN

Cllr G Newman was nominated as Chairman.

There being no other nominations it was RESOLVED that:

Cllr G Newman be elected as Chairman of the Committee for the ensuing Municipal Year.

Cllr G Newman in the chair.

214. ELECTION OF VICE-CHAIRMAN

Cllr Jon Garfield was nominated as Vice-Chairman.

There being no other nominations it was RESOLVED that:

Cllr Jon Garfield be elected as Vice-Chairman of the Committee for the ensuing Municipal Year.

215. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber (NB)**

216. DECLARATIONS OF COUNCILLORS' INTERESTS

Member(s)	Minute No.	Nature of Interest
Cllr S Gallant	All	Local Non-Pecuniary (as Member of Suffolk Coastal District Council)
Cllr G Newman	All	Local Non-Pecuniary (as Member of Suffolk County Council)
Cllr J Goodwin	All	Local Non-Pecuniary (as Member of Suffolk County Council)

217. REQUESTS FOR DISPENSATIONS

There were none.

218. MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Highways Advisory Committee Meeting held on 8 March 2016 be signed by the Chairman as a true record.

219. HIGHWAYS REPORT

It was **RESOLVED** that:

- i. **agreed actions for the following matters be updated on the Highways Report:**

Reference	Location
120911/01	Footpath 34 Cycle Track
030907/03	'A' Boards in Hamilton Road
160914/04	Shared Space Furniture
030907/05	20mph Wadgate Road area
060912/06	HGV Movements in Beatrice Avenue, Wadgate Road and Beach Station Road area
160914/10	Blofield Track
100315/12	Accident on Hamilton Road
080915/20	Drainage Work
080915/21	Surface Dressing
080915/22	Carriageway Resurfacing
080915/23	Pavements
100915/27	York Road
100915/28	Cycling on the Promenade (see minute 220)
100915/29	Beatrice Avenue and Garrison Lane crossings
100915/33	Town Signs
080316/02	Taunton Road
080316/07	Taunton Road footpath
080316/09	Charles Road
080316/12	Penfold Road – Waiting restrictions
080316/13	St George's Rd and Academy entrance Junction Protection
080316/19	Street Lighting Ferry Road

- ii. **the following matters, which were deemed to require no further action at this time, be archived and retained for future reference:**

Reference	Location
230913/02	Cycle schemes linked to the new Academy
060914/07	Grove Road Health Centre Footway
160914/08	Grove Road Fence and Signs
160914/09	Cowpasture Allotment Footway
100315/11	Road signs for the Academy
070311/13	Garrison Lane Traffic Lights
100315/14	Sunray Avenue

160914/15	Bus Shelter – Cliff Road
100315/16	Loose lamp post in Faulkners Way
100315/17	Pot holes in Plymouth Road
100315/18	Hanging Baskets in Shared Space
100315/19	Dock/Port Signage
100315/24	Church Road Bus Stop
100915/25	Constable Road
100915/26	Rosemary Avenue
100915/30	Planting a tree in dedicated space in Tomline Rd pavement
100915/31	Drainage issues on Bent Hill
100915/32	Lynwood Avenue
100915/34	Alleyway between Abbeygate Lighting and Treasure Chest Books, Cobbold Road
080316/01	Parking on Cambridge Road
080316/03	Parsonage Close/Vicarage Road/Grange Road
080316/04	Damaged pavement opposite 2A Newry Road
080316/05	Looe Road
080316/06	Portable Speed Indicator Device (SID) to be positioned High Road from Garrison Lane lights up to the A14 bridge at Trimley St Mary
080316/08	Walton Signage
080316/10	Pot holes – Garrison Lane Bridge on the A154 south side (towards Langer Road)
080316/11	Two large pot holes – Crescent Road (town bound)
080316/14	Charles Road (Included in 080316/09 above).
080316/15	Selvale Way
080316/16	Cliff Road/High Road East
080316/17	Gas main renewals 2016/17
080316/18	Prom re-profiling and pier plans

220. NEW HIGHWAYS MATTERS

It was RESOLVED that:

- i. the following new matters be appended to the Highways Report, with agreed actions noted and updates being brought to the next meeting:**

Reference	Location
200916/01	Junction of Orwell Road & Leopold Road
200916/02	Killagarth Court, junction of Tomline Rd & Wolsey Gardens
200916/03	35 High Road East
200916/05	Hamilton Gardens
200916/06	Hamilton Road Slabs
200916/07	Manor Terrace Parking
200916/08	Orwell Rd outside Age UK shop opp Methodist Church
200916/09	Bus Stop clearway on Leopold Road
200916/10	New car park on Orford Road
200916/11	Goyfield Avenue
200916/12	A14 – 50mph restriction

- ii. **the following matters, which were deemed to require no further action at this time, be archived and retained for future reference:**

Reference	Location
200916/04	Elmcroft Lane

221. CYCLING ON THE PROM

Committee noted that Suffolk Coastal District Council had approved the following recommendations with regards to the Town Council's request to permit cycling on the prom on a trial basis:

1. That SCDC agrees to the removal of the notices on the Promenade at Felixstowe which prohibit cycling on it.
2. That SCDC publicises the outcome of the consultation, and the fact that the signs will be removed, prior to their actual removal.
3. That after this publicity, the signs be removed for a period of 12 months thereafter, and that the implications of this action be reviewed and reported back to SCDC, at the end of the 12 months period.

The Town Clerk reported as having received an email from SCDC prior to the meeting outlining the process by which the recommendations were proposed to be implemented. This included:

1. A safety audit, to be carried out by Norse and reviewed by SCDC Health and Safety at the end of September; and,
2. A mixture of metal signs being installed and A5 stickers on the bins along along the prom advising public that cycling was permitted and removal of the no cycling signs.

Once the above has taken place, a launch date for the trial period would be confirmed and a press campaign issued. This was expected to take place in mid-October.

After 6 months, SCDC had undertaken to bring together a range of interested partners to review the trial at this half-way stage. There would be further opportunity for communicating the ongoing trial at that time.

SCDC had confirmed that they would not be seeking to put a white line along the prom at this stage because it is a trial and the prom should be treated on a 'shared space' basis. Felixstowe Forward would be collecting responses and also capture any complaints and incidents raised with Norse.

SCDC had also agreed that a report would be provided to the Town Council on conclusion of the trial for feedback prior to being considered by their council.

Members noted formal communication about the launch would be sent to the Town Council in the next couple of weeks once the date had been confirmed.

DC reported that as the Prom has highway status there is a legal implication. Work will need to be done prior to the trial with full signage to alert people. SCDC had also been asked to indemnify SCC from any liability.

The main issue of concern raised was for pedestrians approaching the prom from the gardens and signage at these points was considered to be important.

Action: AT to respond to Laura Hack, SCDC regarding signs on the most popular entrances and copy DC in. DC to note the above to James Finch, SCC Cabinet Member for Highways and Transport.

222. HGV MOVEMENTS ON LANGER ROAD

Members considered issues around HGV movements along Langer Road and surrounding streets which we not intended for such traffic. DC advised that two signs advising of the restrictions would be installed opposite the junction at Beach Station Road in the late autumn/early winter. It was accepted that a more detailed study would be required – probably involving Highways England as well as SCC – to better signpost the various destinations for lorries, to raise the profile of the 7.5 ton limit along Langer Road, and to engage other agencies (e.g. Police and Trading Standards) to apply a little more discipline to what is currently happening.

It was suggested that a yard off Walton Ave, just before the crossing may be adding to the problem. It was believed that the yard had planning permission conditions requiring the operators to man the gate to wave lorries in from Walton Ave. It appears that this is taking place, but, when the yard is getting full they may be instructing HGV drivers to do a loop via Lidl's until space becomes available. If this was part of the planning requirements, and were it to remain a major issue then enforcement should be considered.

There is nothing on the signage coming down the A14 trunk road on the approach to Dock Gate 1, but this road comes under Highways England. It may be possible to have stronger weight limit signs. It was also suggested that a sign be placed in the layby on the Dock Spur for drivers to pull in, which could list all the companies on the Industrial sites.

Action: AT to check planning requirements for the lorry yard in Walton Avenue. DC to contact Highways England, regarding improved signage on the trunk road.

223. CLOSURE

The meeting was closed at 5.15pm. The next meeting was noted as being scheduled for Tuesday 7 March 2016 at 2.00pm.

Date: _____

Chairman: _____