



**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 8<sup>th</sup> 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 8<sup>th</sup> September 2015 as a true record. **(Pages 3-9)**

**5. Highways Report**

To consider an update report on previously identified matters and decide any further actions. **(Appendix A)**

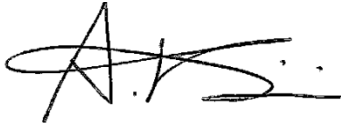
**6. New Highways Matters**

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 6 September 2016 at 2pm

Yours sincerely

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

**Ash Tadjrishi  
Town Clerk  
2 March 2016**

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

**MINUTES** of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 8 September 2015** at **3pm**

**PRESENT:** Cllr G Newman (SCC) (Chairman)  
Cllr Jon Garfield (FTC) (Vice Chairman)  
Cllr N Barber (SCC)  
Cllr S Gallant (FTC)  
Cllr J Goodwin (SCC)  
Cllr S Wiles (FTC)

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mr D Chenery (SCC East Highways Manager)

**IN ATTENDANCE:** Cllr D Savage

**173. 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.**

**174. 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.**

**175. APOLOGIES FOR ABSENCE**

There were none.

**176. DECLARATIONS OF COUNCILLORS' INTERESTS**

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

## **177. REQUESTS FOR DISPENSATIONS**

There were none.

## **178. MINUTES OF THE PREVIOUS MEETING**

**It was RESOLVED that the Minutes of the Highways Advisory Committee Meeting held on 10 March 2015 be signed by the Chairman as a true record.**

## **179. MATTERS ARISING**

### **a. Footpath 34 Cycle Track**

The scheme which will take the path to the back of the surgery and along by the skate park was now live with the Morrison's legal team. Members requested an update at the next meeting.

### **b. Cycle schemes linked to the new Academy**

Mr D Chenery advised that the cycle scheme had been ordered.

### **c. 'A' Boards in Hamilton Road**

No further action was deemed to be required at this time but the situation would be monitored in case of a proliferation of obstructive 'A' boards.

### **d. Shared Space Furniture**

It was noted that the community payback team had completed work to renovate the street furniture along Hamilton Road. This had not included the wooden furniture on the Triangle which was believed to belong to SCDC. Mr D Chenery advised that the payback team could be requested to undertake this work as well, provided that funding for the materials could be sourced. Cllr S Gallant agreed to support this initiative.

### **e. 20mph Wadgate Road area**

It was agreed that evening and weekend traffic and parking assessments should be undertaken at Wadgate Road prior to drawing up a sketch showing potential traffic calming measures. Mr D Chenery advised that the cost to install three speed humps would be in the region of £5,000 and further information would be provided to Members when the draft sketch was ready.

### **f. HGV movements in Beatrice Avenue, Wadgate Road and Beach Station Road**

Members carefully considered a Road Traffic Order limiting vehicles to 3.5 tonnes was justifiable and likely to be effective. Mr D Chenery advised that the estimated cost for such a scheme was likely to be around £10,000. Members considered that a TRO on a road such as Beatrice Ave would have little effect as legitimate access would still be permitted and it would be hard to prove that a particular vehicle did not have legitimate right to such access. Given that a TRO would not affect other heavy vehicles such as buses and would require Suffolk-wide consultation, Members agreed that no further action should be

taken in this matter. Mr D Chenery and the Town Clerk would draft a letter advising local residents of the outcome of this matter.

**g. Grove Road Health Centre Footway**

It was noted that a site meeting had been held with designers from Kier and a finalised design would be circulated shortly for approval.

**h. Grove Road Fence and Signs**

Committee noted that the fence had been removed and reused on a Suffolk Wildlife Trust Reserve at Levington. Black and white bollards would be ordered and placed on the edge of the pavement and the posts renewed on the existing direction sign.

**i. Cowpasture Allotment Footway**

Mr D Chenery advised that the order for the scheme had been placed today and it was expected that this would take around 14 weeks to complete.

**j. Blofield Track**

Mr D Chenery advised that this matter was still ongoing as appropriate surfacing materials were being considered.

**k. Road signs for the Academy**

Mr D Chenery reported that the road signs had been erected at the High Street entrance.

**l. Accident on Hamilton Road**

Mr D Chenery reported that he had received no further update on this matter at this time. Committee requested that the Stage 4 Road Safety Audit be carried out and be completed as soon as possible.

**m. Garrison Lane Traffic Lights**

This matter was ongoing and Committee requested a further update at the next meeting.

**n. Sunray Avenue**

Mr D Chenery reported that repairs to pavements in Sunray Avenue had been completed.

**o. Bus Shelters**

The Cliff Road Bus Shelter base had been built.

**p. Loose lamp post in Faulkners Way**

Mr D Chenery confirmed that this had been resolved.

**q. Pot holes in Plymouth Road**

Mr D Chenery advised that the pot holes had been repaired at Plymouth Road and Exmoor Road, both of which would be included in next year's surface dressing programme. Members were concerned that the job had taken six months to complete. Mr Chenery agreed to look in to the cause of the delay.

**r. Hanging Baskets in Shared Space**

The Town Clerk advised that he had been in contact with the Suffolk County Council Street Lighting Manager in order to gain the necessary permission to install floral displays on lamp columns in the shared space. It was hoped that this could be in place ready for next summer.

**s. Dock/Port Signage**

Mr D Chenery confirmed that there would be no objection to a change of wording subject to funding being provided. Only a small number of County road signs are affected, located on Langer Road, the main approach signs being Highways England signs on the A14. The Town Clerk agreed to report this information to the Port of Felixstowe at the next Local Authority Liaison Committee meeting.

**180. REPORT OF THE EAST HIGHWAYS MANAGER**

**a. Drainage Work**

It was noted that works at Grange Road to remove flooding of the pavement had been ordered from the contractor but a construction date was still awaited. Drainage works at Crescent Road, St Andrews Road and Langley Road were listed for works when funding becomes available. Mr D Chenery advised that following reports of flooding in Langer Road between the school and Beach Station Road the floods team were carrying out an investigation of the problems and the existing drainage system.

**b. Surface Dressing**

Proposals for remedial works to the dressing carried out in 2014 in Ferry Lane and Grange Farm Avenue were still awaited from the contractor. Committee noted that Gosford Way and St Georges Road had been surface dressed this year.

A preliminary programme was being prepared for the contractor for the 2016/17 financial year to include the following roads for surface dressing: Maidstone Road (between Grange Road and Seaton Road roundabout), Ferry Road (between Church Road and Gulpher Road), Exmoor Road, Plymouth road, Taunton Road, Manor Road, Manor Terrace, Grange Farm Avenue Service Road and the 'Fields' side roads.

**c. Carriageway Resurfacing**

It was noted that resurfacing had been carried out in Langer Road at the Beach Station Road junction, Highfield Road, Grange Farm Avenue roundabout, Undercliff Road West and Walton High Street. Construction dates for repairs to the concrete carriageway in Coronation Drive, Philip Avenue and Elizabeth Way were awaited from the contractor.

Roads on the proposed 2016/17 programme were noted as being: Walton Avenue East on/off slip roads to dock gate 1 roundabout, Trimley Avenue BP garage crossover, Trinity Avenue A14 off slip under A14 bridge,

Wadgate Road/Grange Road roundabout, High Road West (Garrison Lane to Recreation Lane) and Maidstone Road/Seaton Road roundabout.

**d. Pavements**

It was noted that pavement reconstruction work was currently being designed for sections of St Georges Road, Chaucer Road, Exmoor Road and Snow Hill steps; and, a proposed programme for 2016/17 would be prepared for the March 2016 meeting.

Members enquired whether the housing development nearby may have contributed towards the pavements crumbling at Philip Avenue. It was also recommended that the two disabled bays at the end of Elizabeth Way be moved away from the junction.

**e. Church Road**

Committee considered the possible layout for the new bus stop marking and approved the plans.

**f. Constable Road**

Committee considered a range of possible solutions for the problems experienced by vehicles and Ambulances trying to access the Hospital who cannot pass parked vehicles:

Layout A. A temporary layout extending the existing keep clear markings which would not require a Traffic Regulation Order and therefore could be applied reasonably quickly.

Layout B. Double yellow lines to cover the existing keep clear markings and extending to Cobbold Road. Additional double yellow markings could be included at the junction with Barton Road where problems have also been experienced.

It was recommended that layout A be adopted with a view to layout B being considered in the future.

**g. Rosemary Avenue**

Members noted that problems had been reported to SCC about getting on buses at the bus stop outside number 64 Rosemary Avenue at the Colneis Road end. This occurs when parents taking children to school in Colneis Avenue park along this section of Rosemary Avenue and bus passengers have to walk into the road to get on the bus.

Committee considered a potential bus stop layout but recommended that this not be implemented as it would require a very long marked space to allow the bus to pull in and out between any cars parked along this section of the road. It was considered that the frequency of buses along this route was not intensive enough to justify the loss of parking here.

**h. Cycle Improvements for the Academy**

Committee noted that the designs for two of the schemes had been ordered and the others were awaited from Kier but had been promised for early September. Members hoped to see some welcome progress on this scheme soon.

**i. York Road**

Committee noted that an investigation was to be carried out into the problems being experienced with delivery Lorries accessing Poundland in York Road.

Members recommended that Mr D Chenery consider investigating whether parking enforcement on the double yellow lines or close to the junction could be a solution.

**j. Cycling on Promenade**

It was noted that two requests had been received by SCC to consider a marked cycle lane along the promenade.

The Town Clerk advised that staff and Members were often asked to clarify the rules over cycling on the prom and enquiries had been made with Suffolk Coastal District Council to confirm the status of the bylaw.

Members acknowledged that the present situation was not satisfactory and it was suggested that the Town Council could consider it further with a view to recommending some options to Suffolk Coastal District Council.

Members advised that there were several options worth considering, such as the use of the newly introduced Public Space Protection Order. However, it was strongly recommended that a trial period be considered whereby an assessment could be made of the impact of cycling on the prom over a full 12 months could be made before any long-term decision be implemented.

**181. OTHER SPECIFIC MATTERS**

**a. Beatrice Avenue and Garrison Lane crossings**

Members considered the request for an additional road crossing at the roundabout at the junction of the A1021 and Colneis Road. It was noted that the crossing to Cowpasture allotments was pending but had been ordered. As this would also include a bollard it was considered that this would provide enhanced safety for any persons crossing at this location.

The request to consider a barrier adjacent to new crossing on the junction of the A154 and A1021 on the Taunton Road side was noted and Mr D Chenery agreed to look in to this further.

**b. Planting a tree – dedicated space in Tomline Road pavement**

Mr D Chenery agreed to undertake a site visit and advise whether a tree could be planted in the space previously used for this outside number 67.



## **182. ANY OTHER BUSINESS**

### **a. Drainage issues on Bent Hill.**

Cllr S Gallant referred to enquiries he had received regarding a problem with drainage affecting the premises along the bottom half of Bent Hill. Mr D Chenery agreed to follow this up and report back to Committee.

### **b. Lynwood Avenue.**

It was reported that there was a bump in the road at Lynwood Avenue. Mr D Chenery agreed to look in to this and report back.

### **c. Town Signs**

Members commented that the road signs on arrival to the town were looking tired. Mr D Chenery agreed to provide some potential design options and it was suggested that this could be referred to Felixstowe Forward for consideration by the Tourism Sub-Group.

### **d. Alleyway between Abbeygate Lighting and Treasure Chest Books, Cobbold Road**

The above alleyway was reported at being in a very poor state of repair. Responsibility for this area was not known and Mr D Chenery agreed to conduct a Land Registry search and further investigation to ascertain ownership.

## **183. CLOSURE**

The meeting was closed at 5.23pm. The next meeting was scheduled for Tuesday 8 March 2016 at 2.00pm.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_