



## TO MEMBERS OF THE HIGHWAYS ADVISORY COMMITTEE

**Felixstowe Town Council:** Cllr Jon Garfield  
Cllr S Gallant  
Cllr S Wiles

**Suffolk County Council:** Cllr G Newman  
Cllr N Barber  
Cllr J Goodwin.

**Suffolk County Highways:** Mr D Chenery (East Area Highways Manager)  
Mr L Barber (Senior Engineer, Kier Services)

There will be a meeting of the **HIGHWAYS ADVISORY COMMITTEE** on **Tuesday 8<sup>th</sup> September 2015 at 3pm** at Felixstowe Town Hall to transact the following business:

### A G E N D A

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **Apologies**  
To receive apologies for absence.
4. **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.*
5. **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.*
6. **Minutes of the Previous Meeting**  
To confirm the minutes of the meeting held on 10<sup>th</sup> March 2015 as a true record.  
**(Pages 3-9)**

7. **Matters Arising**  
To note any matters arising from the Minutes not included elsewhere on the agenda.
8. **Highways Report the East Area Highways Manager**  
To receive a report from the East Area Highways Manager. **(Appendix A)**
9. **Other Specific Matters:**
  - a) Beatrice Avenue and Garrison Lane crossings
  - b) Planting a tree – dedicated space in Tomline Road pavement**(Page 10)**
10. **Any Other Business**  
To consider any such business as may be relevant for this Committee.
11. **Closure**  
To close proceedings, and note the date of the next meeting.

Yours sincerely



**Ash Tadjrishi**  
**Town Clerk**  
**2 September 2015**

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

**MINUTES** of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 10 March 2015 at 3pm**

**PRESENT:** Cllr G Newman (Chairman) (*to item 529b*)  
Jon Garfield (Vice Chairman)  
Cllr N Barber  
Cllr J Goodwin  
Cllr M Morris  
Cllr A Smith (*to item 529b*)

**OFFICERS:** Mr A Tadjrishi (Town Clerk)  
Mrs D Frost (Finance Officer)  
Mr D Chenery (SCC East Highways Manager)  
Mr L Barber (Senior Engineer, Kier Services)

**IN ATTENDANCE:** Cllr D Savage

**523. APOLOGIES FOR ABSENCE**

There were none. Cllr G Newman and Cllr A Smith gave apologies in advance of having to leave the meeting at 5pm to attend other business.

**524. DECLARATIONS OF COUNCILLORS' INTERESTS**

<b>Member</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr J Goodwin	527(c)	Local Non-Pecuniary (Resident of Beatrice Avenue)

**525. REQUESTS FOR DISPENSATIONS**

There were none.

**526. MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that:

**The Minutes of the Highways Advisory Committee Meeting held on 16 September 2014 be signed by the Chairman as a true record.**

**527. MATTERS ARISING**

**a. Sea Road, Accident Statistics**

Cllr N Barber reported that this matter had been raised with the Safer Neighbourhood Team and Sea Road was not on their radar as a major issue. Members inspected a map of accident history: there had been three accidents in total, one in 2007, one 2009 and one 2010, 1 serious and 2 slight with no pedestrians injured. There had been no accidents reported in the last 5 years. Therefore, it was decided that no further action was required.

**b. Footpath 34 Cycle Track**

Members noted that Morrisons had agreed to accept the scheme which will take the path to the back of the surgery and along by the skate park. The surface requirement would be SCC's decision and was likely to be asphalt as it provided a good quality surface. SCC would divest liability for upkeep.

**c. Lorries in Beatrice Avenue**

It was reported that there had been several complaints raised on this issues at the recent SNT meeting. It had not been possible to obtain a Lorry Satnav to investigate whether lorries were bring directed down Beatrice Avenue. Traffic counts were taken last year 1.7% HGV and 3% LGV. It was suggested that a recount (1 year on) would be useful and a comparison count at Garrison Lane. Discussion took place regarding the signage and whether it was a prohibition, Mr D Chenery would consider whether the traffic order stated a such as this would allow enforcement. The residents had a list of which lorries used the road and had reported to SNT that they were mainly High Street major retailers. It was suggested that the complaint be addressed directly to the retailers. Mr D Chenery would research the traffic order and arrange for a letter. Cllr N Barber agreed to obtain the list of retailers whose lorries had been seen going down Beatrice Avenue and take to the offending shops.

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

It was noted that the bollards were reflective at both locations. The ones at Garrison Lane were slightly faded and would be replaced.

**e. Coronation Drive Verges**

Cllr G Newman had drafted a letter, but as the budget was now allocated to the cycle paths the letters had not gone out to properties in the area. Mr D Chenery had submitted a bid to the National Fund for Worn out Estates on behalf of Felixstowe and was awaiting the outcome. If successful, other areas where the funds could be used were suggested as the concrete carriageway/footpaths in the Colneis Road Area.

**f. Cycle schemes linked to the new Academy**

Mr D Chenery tabled a map showing proposed cycle routes. The designs were awaiting finalised costs before any works could be authorised but would be ready to go shortly after that. It would include cycle route 5.

**g. 'A' Boards in Hamilton Road**

SCC were trying to avoid the need to put out orange stickers. At a meeting with the Disability groups the consensus had been that one A Board was acceptable but lots of stands were proving a problem. Mr L Barber explained that the tactile strip was designed as part of the Shared Space scheme and was between the path and the road to help people with sight problems. Mr D Chenery agreed to arrange for shops which exacerbated the problem to be visited again.

## **528. REPORT OF THE EAST HIGHWAYS MANAGER**

### **a. Shared Space Furniture**

The cleaning of gum was noted as being carried out by Suffolk Coastal District Council. It was suggested that as work had not been carried out on the furniture in the Shared Space as yet, the Community Payback Team should be approached to do this work. Mrs D Frost agreed to co-ordinate with Malcolm King and the Payback Team to investigate and complete the work required. Cllr N Barber would consider funding the materials and Payback Team's time.

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

Mr D Chenery had conducted a traffic count in four places, for 20 mph, the criteria being speeds above or below 24 mph. Average speeds for Grange Road and Vicarage Road complied and were below, however Mill Lane was between 25/26 mph and Wadgate Road 27/28 mph. As there had also been requests from local residents it was advised that traffic calming on Wadgate Road be investigated. A 20mph zone could also be considered for the area. Mr D Chenery would investigate the accident record on Wadgate Road before exploring traffic calming options and costs with Kier, then send a report to Cllr G Newman.

### **c. Beach Station Road/Langer Road Lorries**

There was a new sign directing lorries to the Industrial Estate. Mr D Chenery would be requesting Kier to arrange further signage to prevent lorries going down Beach Station Road.

### **d. Manor Terrace Parking**

Mr D Chenery had spoken with SCDC regarding resident's parking and all residents had been offered a free 'Weekend long stay car park season ticket' worth £50. 12 out of the 23 residents had accepted this. No further action was required.

### **e. Grove Road Health Centre Footway**

Good progress had been made, with designs made to move the kerb-line out to give more verge width for a footway. Following consideration of a map and photograph which were tabled, it was suggested that as a priority the path should be created from the car park entrance to the Grove as members of the public were able to use the Health Centre pathway.

### **f. Church Road Bus Stop**

Further to the complaint received regarding parking at the bus stop, it was felt that putting markings on the bus stop may prove unpopular for people visiting the White Horse Pub. The Town Clerk agreed to report the precise location of the bus stop to Mr D Chenery.

### **g. Grove Road Signs**

Following the erection of a fence next to the new shared use pavement in Grove Road, problems had been experienced with illegal signs being attached to it. An alternative for the fence such as fence marker posts was discussed.

David Chenery confirmed that he had found a home for the fencing at the Suffolk Wildlife Trust and could arrange for the fence to be taken away.

**h. Cowpasture Allotment Footway**

David Chenery tabled a sketch of the proposed footway. An estimate had been received from Kier of £1,930 to design the scheme with a total cost, including dropped kerbs and an island, to be around £7,000. Cllr J Goodwin agreed to fund the majority of the project and the Town Clerk was asked whether the Town Council could make a contribution. The Clerk advised that he would seek authority from the Cemetery & Allotments Committee for £1,000 towards the scheme. Pending confirmation of funding support from the Town Council, Mr D Chenery would progress the project further.

**i. Blofield Track**

It was noted that the Blofield Track, situated over the Dockspur link footbridge towards Cordy's Lane, was partly surfaced and incomplete. A surface was required that was suitable for both bikes and horse riders and it was suggested that Sustran be contacted for advice on this. It was also felt that Trimley St Mary Parish Council should be involved. Mr D Chenery agreed to email Sustran and arrange a meeting with the Rights of Way Team and investigate further with Cllr J Goodwin.

**j. Drainage Work**

Works to prevent pavement flooding at Grange Road were due to complete by the end of March. Following a discussion, Members prioritised further listed work, subject to funding, as follows:

- 1 Cobbold Road. New drainage system (estimate £6,000-£7,000).
- 2 Langley Avenue, at the start of the cemetery access road
- 3 St Andrews Road for when funding allows.

David Chenery was in the process of applying for an allocation of On-Street Drainage fund and hoped some money could come from this.

**k. Surface Dressing**

Gosford Way, St George's Road and Hamilton Gardens were noted to be surface dressed this year to a total cost of £77,000.

**l. Carriageway Resurfacing**

Langer Road/Beach Station Road junction work was imminent and would be timed around the Sunday Market.

Highfield Road, Grange Farm Avenue roundabout at Morrisons and Undercliff Road West from the Ordnance roundabout to Sea Road were to be resurfaced in the next financial year to a total sum of £101,000.

Coronation Drive, Elizabeth Way and Philip Avenue were to be repaired and resurfaced this year to a cost of £55,000.

The total to be spent on Surface Dressing and Carriageway Resurfacing was reported to be £233,000.

**m. Pavements**

£65,000 had been spent on pavement work. Rosemary Avenue, Chaucer Road, Looe Road and Elizabeth Way were now complete. Part of the footway in Grange Road between Grange School and Wadgate Road would be constructed to prevent flooding. The work had been ordered and a construction date would be advised once known.

Work on the following roads was also planned, but dependent on budget: St George's Road, Ranelagh Road and the steps between Garfield Road and Undercliff Road West, continuation of works started in Chaucer Road, Looe Road and Elizabeth Way. Further to a petition and MP involvement in St George's Road, this was recommended as a priority. Mr D Chenery suggested that Malcolm King and Cllr G Newman could meet the petitioner on site at St George's Road to assess the condition of the road. It was estimated that the budget would allow the worst section to be improved but may not be enough to treat the whole road. Asphalt re-construction would be recommended rather than having the same problems again by using similar material to what is currently there.

**n. Trees**

A condition survey would be carried out on the trees in Beatrice Avenue during the summer in order to monitor their condition.

**o. Constable Road**

Following recent problems in the vicinity of the Hospital, a scheme was being developed to add parking restrictions between Cobbold Road and the Hospital and at the junction of Barton Road. Mr D Chenery would circulate a draft scheme once it had been prepared.

**p. Road signs for the Academy**

Mr D Chenery reported that he had been asked to design new road signs for the Academy and provide costs for Concertus to consider.

**529. OTHER SPECIFIC MATTERS**

**a. Accident on Hamilton Road**

Mr D Chenery gave an update and circulated a map regarding the number of accidents, including statistics and information on the accidents. It was noted that, due to the nature of the 5 accidents recorded, they were as likely to occur at any other location. Committee had no detail of the latest accident and a Police report was yet to be provided. A Stage 4 Road Safety Audit was suggested as an objective method of assessment for the area and Committee recommended that this be undertaken as soon as possible. The Lead Safety Auditor for Kier, Mr L Barber, agreed to consult with colleagues to organise.

**It being 5pm, Cllr G Newman and Cllr A Smith left the meeting. Vice-Chairman, Cllr Jon Garfield, in the Chair.**

**b. Garrison Lane Traffic Lights**

Complaints had been recorded from members of the public regarding vehicles jumping red lights, a suggested cause being that only 2 or 3 cars were given time to turn right at peak times. Mr D Chenery agreed to obtain data to determine the scale of the problem. Mrs D Frost would pass on details of the complaints received.

**c. Academy cars dropping off and collecting children on High Road**

A complaint had been received regarding cars parking at the junction of the Academy to pick up and drop off children. It was noted that the Academy no longer allowed parents (unless disabled) to use the pick-up and drop off facility in the school grounds. It was agreed that this issue would be monitored.

**d. Sunray Avenue**

A complaint had been received regarding a member of the public tripping on three occasions on pavements in Sunray Avenue. Highways looked at the condition of the road earlier this year and would revisit to assess the condition.

**e. Bus Shelters**

The report from the Public Transport Representative, Mr Bryan Frost, was noted.

The Cliff Road Bus Shelter base had been ordered and would be built during the summer.

**530. ANY OTHER BUSINESS**

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

Cllr J Goodwin reported that there was a loose lamp post in Faulkners Way. Mr D Chenery agreed to investigate.

**b. Pot holes in Plymouth Road**

Six large potholes in Plymouth Road had been reported to SCC and Cllr J Goodwin had been advised that they would be repaired. Mr D Chenery explained that Kier were undertaking to provide permanent repair where possible rather than temporary fixes and agreed to follow this up.

**c. Hanging Baskets in Shared Space**

An enquiry had been received regarding whether hanging baskets could be returned to Hamilton Road. It was noted that hanging baskets not been allowed since the lamp posts were upgraded as part of the Shared Space Scheme as there were concerns about the baskets being over the pedestrianised areas. Planters had been provided in their place. The previous lamp posts had brackets and structural tests would need to be carried out to ensure that the posts would be suitable for hanging baskets. The Town Clerk requested that this be reviewed and Members suggested that this could be a good project for Felixstowe Forward.



**d. Dock/Port Signage**

The Town Clerk advised that, at a recent meeting, the Operations Director of Premier Inn had commented on how signage to Felixstowe was usually marked 'Docks'. It had been suggested that 'Port' gave a better perception. The Clerk agreed to raise this with the Port of Felixstowe and Mr D Chenery agreed to advise as to whether there were any regulations or guidance over the use of the words Dock or Port on road signs.

**531. CLOSURE**

The meeting was closed at 17:23. It was agreed that the next meeting would be scheduled for September and the date arranged via email.

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

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

## **AGENDA ITEM 9: OTHER SPECIFIC HIGHWAYS MATTERS**

### **a) Beatrice Avenue and Garrison Lane crossings**

A member of the public has praised the new crossing on the junction of the A154 and A1021 and the removal of the fence by the cycle lane as it narrowed the path. However they have raised concerns about the slope on the path from the crossing on the Taunton Road side, and wondered if it might be a good idea to have a barrier adjacent to this crossing to prevent children cycling straight into the road down the slope if they didn't apply their brakes soon enough.

It has also been asked whether it would be possible to have a road crossing at the roundabout at the junction of the A1021 and Colneis Road. The roundabout can be busy with cars and difficult to see which turn each car is going to take in order to cross safely.

Committee is to consider the issues reported at this location and possible remedies.

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

A letter has been received from a resident to enquire whether a tree can be planted in a space outside number 67, which once appears to have been used for a tree similar to a one further along Tomline Road. They are happy to purchase if allowed.

Committee is requested to consider whether a site visit should be made to consider this.