

**MINUTES** of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 19 September 2017 at 2pm**

**PRESENT:** Suffolk County Council: Cllr G Newman (Chairman)  
Cllr S Bird  
Cllr S Wiles  
Felixstowe Town Council: Cllr S Gallant  
Cllr A Smith

**OFFICERS:** Mr A Tadjrishi (Town Clerk, Felixstowe Town Council)  
Mrs D Frost (Deputy Town Clerk, Felixstowe Town Council)  
Mr P Gant (Community Engineer, Suffolk County Council)

**IN ATTENDANCE:** Cllr D Savage

**231. 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.**

**232. ELECTION OF VICE-CHAIRMAN**

In his absence 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.**

**233. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr Jon Garfield**.

**Cllr A Smith** advised that he would need to leave the meeting at 15.30 to attend other business.

**234. DECLARATIONS OF COUNCILLORS' INTERESTS**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Gallant Cllr A Smith	All	Local Non-Pecuniary (as Member of Suffolk Coastal District Council)
Cllr G Newman Cllr S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)
Cllr S Bird	All	Local Non-Pecuniary (as Member of Suffolk Coastal District Council and Suffolk County Council)

### **235. REQUESTS FOR DISPENSATIONS**

There were none.

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

**It was RESOLVED that the Minutes of the Highways Advisory Committee Meeting held on 7 March 2017 be signed by the Chairman as a true record.**

### **237. HIGHWAYS REPORT**

The Chairman welcomed Paul Gant, SCC Community Engineer. Mr Gant advised that the Saxmundham office and associated operations had now been transferred to Halesworth to cover the east coast. Mr Gant worked from Phoenix House, Ipswich, which covered the Felixstowe area. Members were reminded that the first point of contact for reporting highways defects was via the Suffolk Highways reporting tool online or to the new contact centre. Mr Gant advised that using these methods ensured reports were being recorded, managed and tracked.

Committee noted its Terms of Reference which outlined how the Committee, through its local representatives from Felixstowe Town Council and Suffolk County Council, would be able to assist SCC with local prioritisation of highways works, consider new matters and monitor ongoing issues.

Committee then reviewed the full Highways Report detailing all the matters for consideration.

**It was RESOLVED that:**

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

<b>Reference</b>	<b>Location</b>
120911/01	Footpath 34 Cycle Track
030907/03	'A' Boards in Hamilton Road
030907/05	20mph Wadgate Road area
160914/10	Blofield Track
080915/20	Drainage Work
080915/21	Surface Dressing
080915/22	Carriageway Resurfacing
080915/23	Pavements
100915/28	Cycling on the Promenade
080316/07	Taunton Road footpath
080316/12	Penfold Road – Waiting restrictions
080316/13	St George's Rd and Academy entrance Junction Protection
200916/14	HGV Movements on Langer Road
070317/01	Cycle racks on the Prom
070317/02	Speed awareness on High Road East

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

<b>Reference</b>	<b>Location</b>
060912/06	HGV Movements in Beatrice Avenue, Wadgate Road and Beach Station Road area is now under 200916/14 HGV movements on Langer Road
100915/27	York Road
100915/29	Beatrice Avenue and Garrison Lane crossings
100915/33	Town Signs
080316/02	Taunton Road
080316/09	Charles Road
200916/01	Junction of Orwell Road & Leopold Road
200916/06	Hamilton Road Slabs
200916/07	Manor Terrace Parking
200916/09	Bus Stop clearway on Leopold Road
200916/10	New car park on Orford Road
200916/11	Goyfield Avenue
080316/19	Street Lighting Ferry Road
100315/12	Accident on Hamilton Road
070317/03	Bus Shelters opposite the Half Moon and Gosford Way
070317/04	Seat Licence outside the Felsto Arms in Sea Road

It being 15.30pm Cllr A Smith left the meeting.

## **238. NEW HIGHWAYS MATTERS**

It was **RESOLVED** that:

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

<b>Reference</b>	<b>Location</b>
190917/01	Candlet Road Laybys
190917/02	Bus Stops – Grange Road and Mill Lane (Wadgate Rd stop)
190917/03	Bus Stops – TRO
190917/04	Parking near Felixstowe & Walton United FC
190917/05	Route of the 77 bus
190917/06	Footpath 8 (Elmcroft Land to Westmorland Rd) and Footpath 32 (Rendlesham Rd), Poff Road/A14 overbridge, Clickett Hill
190917/07	Elmcroft Lane
190917/08	Top of Bent Hill
190917/09	Pier – Deliveries on the Prom
190917/10	The future management of off street car parks and on street parking restrictions
190917/11	Re-painting of bollards on Hamilton Road and two benches outside the old Post Office
190917/12	Road markings outside of churches

190917/13	Footpath between Walton High Street and St Mary's Close
190917/14	Weeds on Roads, kerbsides and pavements
190917/16	Gulpher Road
190917/17	Maybush Lane

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

Reference	Location
190917/15	Disabled parking bay near Cornwall Road
190917/18	Street lights

- iii. **the Highways Report should be reordered to that items for discussion are grouped into correlated sections for ease of review and efficiency; and,**
- iv. **Cllr G Newman would arrange a meeting for the local county councillors with the Leader of Suffolk County Council to discuss the list of outstanding highway matters.**

**239. COMMUNITY SPEED WATCH**

**RESOLVED** that the Community speed watch statistics for the period April 2016 – September 2017 be noted.

**240. CLOSURE**

The meeting was closed at 5.25pm. The next meeting was noted as being scheduled for Tuesday 6 March 2018 at 2.00pm.

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

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