



TO MEMBERS OF THE HIGHWAYS ADVISORY COMMITTEE:

Felixstowe Town Council: Cllr Jon Garfield
Cllr S Gallant
Cllr A Smith

Suffolk County Council: Cllr G Newman
Cllr S Wiles
Cllr S Bird

Suffolk County Highways: Mr Paul Gant (Community Engineer)

There will be a meeting of the **HIGHWAYS ADVISORY COMMITTEE** on **Wednesday 6 March 2019 at 10 am** at Felixstowe Town Hall to transact the following business:

A G E N D A

- 1. Apologies**
To receive any 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 6th March 2018 as a true record.
(Pages 3-6)
- 5. Highways Report**
To consider an update report on previously identified matters and agree 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 agree any actions.
(Appendix B)

7. **Town Council Consideration of Highways Matters from May 2019**
To review arrangements for the Town Council's approach to addressing highways-related matters from May 2019 and make any recommendation to Council.

8. **"The Big Yellow Fish" project**
To consider support for the installation of yellow spray painted fish on a number of Felixstowe roads for the Environment Agency "Big Yellow Fish" project.
(Page 7 and Appendix C)

9. **Closure**
To close proceedings.



Ash Tadjrishi
Town Clerk
28 February 2019

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

AGENDA ITEM 6: CONFIRMATION OF MINUTES

MINUTES of the **HIGHWAYS ADVISORY COMMITTEE** meeting held at Felixstowe Town Hall on **Tuesday 18 September 2018 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 (*from item 230*)
Cllr Jon Garfield

OFFICERS: Mr A Tadjrishi (Town Clerk, Felixstowe Town Council)
Mrs D Frost (Deputy Town Clerk, Felixstowe Town Council)

IN ATTENDANCE: Mrs Margaret Morris, Suffolk Coastal Disability Forum

225. 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.

226. ELECTION OF VICE-CHAIRMAN

Cllr S Wiles was nominated as Vice-Chairman.

There being no other nominations it was RESOLVED that Cllr S Wiles be elected as Vice-Chairman of the Committee for the ensuing Municipal Year.

227. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr P Gant, Community Engineer, Suffolk County Council.

228. DECLARATIONS OF COUNCILLORS' INTERESTS

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

229. REQUESTS FOR DISPENSATIONS

There were none.

Cllr A Smith joined the meeting at this point.

230. MINUTES OF THE PREVIOUS MEETING

It was RESOLVED that the Minutes of the Highways Advisory Committee Meeting held on 6 March 2018 be signed by the Chairman as a true record.

231. SUFFOLK COASTAL DISABILITY FORUM ACTION DAY REPORT

The Chairman welcomed Mrs Margaret Morris as a representative of the Suffolk Coastal Disability Forum. Mrs Morris gave some background on the Disability Forum which has been in its present format for over 7 years. The forum uses a Listen, Consult and Learn approach. Mrs Morris gave an update on the recent Disability Forum Action day and circulated a document which listed recommendations from the 2018 survey and some general comments. The Action day started at the Triangle and members including the Mayor Cllr G Newman looked at various areas of the town and met at the end of the day to assess their findings. These will be assessed further by the forum and then will be sent to Highways Committee for further consideration.

Mrs Morris highlighted a number of issues and concerns, in particular the increasing number of A Boards, feather flags, and other obstacles which were in the shared space, which was a further item on the agenda. The Deputy Town Clerk circulated a letter drafted by Mr P Gant with some guidelines for retailers. Members agreed that it would be very helpful if Suffolk Coastal Disability Forum would be willing to add a letter describing the issues to be sent out alongside the letter from Suffolk Highways.

There is also an issue in the Sea Front Gardens, where there is wheelchair access from the town, down Pram Walk with one drop down kerb, but if you follow the path to the left towards the pond there are no further drop down kerbs and any wheelchair user would need to turn around and come back. As this is on Suffolk Coastal District Council Land, Cllr S Gallant as a District Councillor will investigate further.

The Disability forum were pleased that there was now a bus service connecting the town to the seafront.

The key for the Changing Places facility at Martello Park was also discussed. Suffolk Coastal District Council are aware of the issue there and at Crescent Road Car park changing facility, both facilities take a special key which is currently only available at the library and the North Kiosk at Martello Park, so cannot be used out of their opening hours. Cllr S Gallant will follow this up.

232. HIGHWAYS REPORT

In the absence of Mr P Gant, updates had been received by the Deputy Town Clerk and were given to committee. Committee 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:**

TRO's

Reference	Location
080316/12	Penfold Road – Waiting restrictions
080316/13	St George's Rd and Academy entrance Junction Protection
200916/10	New car park on Orford Road
190917/17	Maybush Lane

HGVs

200916/14	HGV Movements on Langer Road
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Surface Dressing

080915/21	Surface Dressing
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Carriageway Resurfacing

080915/22	Carriageway resurfacing – general
060318/09	Severe puddling on Walton Avenue

Pavements – Footway resurfacing

080915/23	York Road, Colneis Road, the Promenade & Fairfield School footway
080316/07	Taunton Road footpath
200916/11	Goyfield Avenue

Cycle Paths / Cycling on the Prom

120911/01	Footpath 34 Cycle Track
160914/10	Blofield Track

Hamilton Road/Shared Space Scheme

030907/03	'A' Boards in Hamilton Road
200916/06	Hamilton Road Slabs
190917/18	Traffic signals at Hamilton Rd/Cobbold Rd
190917/11	Re-painting of bollards on Hamilton Road and two benches outside the old Post Office

Bus Stops

200916/09	Bus Stop clearway on Leopold Road
190917/02	Bus Stops – Grange Road and Mill Lane (Wadgate Rd stop)
190917/03	Leisure Centre bus stop
190917/05	Route of 77 bus- Convalescent Hill bus stop

Weeds

190917/06	Footpath 8 (Elmcroft Land to Westmorland Rd) and Footpath 32 (Rendlesham Rd), PofF Road/A14 overbridge, Clickett Hill
190917/14	Weeds on Roads, kerbsides and pavements – Footpath between High Street Walton and Rogers Close – still an issue not being sprayed at all.

Misc

030907/05	20mph Wadgate Road area
190917/08	Bent Hill
190917/09	Pier – Deliveries on the Prom
190917/13	Lighting on Footpath Walton High Street and St Mary's Close
060318/02	Re-routed lorries due to A14 works
060318/03	Traffic Lights at Garrison Lane
060318/07	Streetlights in Hamilton 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
060318/10	Footway at 48 Beach Station Road

- iii. **Cllr G Newman and Cllr S Bird to arrange a meeting with Mary Evans, Cabinet Member for Highways, Transport and Rural Affairs, Suffolk County Council to continue to discuss the list of outstanding highway matters.**

233. 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:**

Reference	Location
180918/01	Parking on Bridge Road
180918/02	Access to the Prom between Cobbold's Point and Bath Hill
180918/03	Poor surface from 49-97 Colneis Road eastbound (opp school)
180918/04	Garrison Lane (Langer rd to High Rd West)
180918/05	Grange Road (o between 115-129) Pavements
180918/06	Hamilton Rd reinstatement of pavement after tree was knocked down by bus

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

Reference	Location
180918/07	Candlet Rd overgrowth

234. CLOSURE

The meeting was closed at 4.50pm. The next meeting was noted as being scheduled for Tuesday 5 March 2019 at 2.00pm.

AGENDA ITEM 8: THE 'YELLOW FISH' PROJECT

Suffolk Highways have been approached by Groundwork Suffolk and Norfolk regarding their Big Yellow Fish Project as follows:-

“Following the success of our previous Yellow Fish project with the Environment Agency in Saxmundham, Halesworth and Framlingham, we are currently delivering a second Yellow Fish project in Woodbridge, Felixstowe and Lowestoft. This project is focussed on litter and in particular cigarette butts, as they often end up passing through the surface water drains and into the local water bodies.

The yellow spray painted fish that you kindly allowed us to paint by the surface drains worked really well previously and were an effective tool in promoting the key message of ‘only rain down the drain’ to the local community. I wondered if it would be possible for us to do the same in areas of Woodbridge, Felixstowe and Lowestoft please? They will be temporary as before and last up to 3 weeks. The project is running until end of March 2019.

We are targeting the following roads:

- *Garrison Lane*
- *Undercliffe Road West*
- *Chaucer Road*
- *Tacon Road*
- *Langer Road*

It would be brilliant if we are able to and would really help to engage the local community on littering and is a reminder that whatever passes through the drain ends up in the local water body”.

A map is shown at **Appendix C** showing the areas.

Committee is requested to consider its support for the installation of yellow spray painted fish on a number of Felixstowe roads for the Environment Agency “Big Yellow Fish” project.