

Minutes of Histon & Impington Highways Committee
Thursday 10th November 2016
At the Parish Office, New Road, Impington

Highways Committee Minutes

Membership: 7 + 2 ex-officio

Appendices:

Quorum: 3

Agenda No:	Present: Cllrs: Andy Butcher (Chairman), Cedric Foster, Simon Jocelyn, Pene Nudds, David Legge, Elaine Farrell Clerk: Chelsea O'Brien	
H16/039 039.1	TO ACCEPT APOLOGIES FOR ABSENCE Cllr(s): Edd Stonham (work)	
H16/040 040.1	MEMBERS DECLARATIONS OF INTERESTS AND DISPENSATIONS None declared	
H16/041 041.1	PUBLIC PARTICIPATION None present	
H16/042 042.1	TO APPROVE MINUTES OF THE MEETING HELD 15th September 2016 All agreed to sign minutes as true record of the meeting	
H16/043 043.1	MATTERS ARISING <u>Outstanding Projects</u> detailed in Clerks Report (Appx 1). Full discussion under item 045.1 <u>Item 034.1 Double Yellow Lines New School Road</u> Cllr Farrell highlighted continued problem of parking on double yellow lines, to be reported to 101	
H16/044 044.1	TO REVIEW <u>Formation of Parking Strategy/Policy</u> Insufficient data received to date to review, email to be re-sent to Council@ email address for all Councillors to evaluate parking and footpath networks in the nearby vicinity. Item for next agenda	Next agenda
H16/045 045.1 045.2	TO CONSIDER HIGHWAYS MEETINGS & REPORTS <u>Clerks Report</u> provided to all and accepted (Appx 1). Additional discussion on: <u>Faults Reported</u> Cllr Foster to investigate with CCC if alert system for Histon & Impington reports could be set up to advise him when a report has been made <u>Meetings Attended</u> Assistant Clerk to contact Balfour Beatty to seek details of lighting work on A14 interchange <u>Narrow Lane</u> waiting for response from CCC, Assistant Clerk to chase. Options for on-going communication with Junior School every new school year to advise new parents to park considerately and locations nearby where parking is permitted <u>Baptist Church Workshop</u> Parish Office meeting room booked Thursday 8 th December, 7pm. Detailed drawings to be requested from CCC prior to meeting and circulated to all members on receipt <u>Green Pathway/Layby</u> drawings to be requested from Cllr Nudds for file <u>Highways Training</u> Thursday 17 th November, 7.15pm, Recreation Community Room <u>Walkabout Officer</u> Regular email updates received from Cllr Foster. Annual Walkabout planned for Summer. 85 residents now part of Histon & Impington Road Adoption Scheme	CF Asst Clerk Asst Clerk
H16/046 046.1	OTHER CORRESPONDENCE & HIGHWAYS MATTERS <u>Resident Matters</u> Detailed in report provided to all (Appx 2) <u>Station Road</u> correspondence received from residents regarding on-street parking. Agreed , follow up meeting with Enterprise Cars to be arranged. Action with Cllr Jenkins and Clerk to arrange Request for parking permits deemed not appropriate at this time. Larger scheme required for Station Road, noting knock on effect implementing a scheme which could reduce on-street	DJ/Clerk

046.2	<p>parking/access. Need for village consultation prior to any works/plans being debated</p> <p><u>Near miss at junction</u> details to be circulated for inclusion in Baptist Church workshop</p> <p><u>Park Lane</u> photos provided to all. To be added to Double Yellow Line Wish List, for village wide project when funding becomes available. Residents to be advised to call 101 and report incidents of dangerous/obstructive parking</p> <p><u>Glebe Way/Cottenham Road</u> High priority action to re-instate Speedwatch. Cllr Stonham and Clerk to progress, noting interest expressed from resident of Cottenham Road</p> <p>LHIS Application 17-18 To agree formulation of project for agreement by Full Council 21st November. Submission date 30th November. Schemes suggestion via email detailed in report (Appx 2) provided to all. Lengthy discussion covered:</p> <p><u>Widening of footpath reducing grass triangle School Hill/Windmill Lane</u> - project deemed not viable for timescale permitted. Noting TPO issues and protection measures required for this project to be undertaken</p> <p><u>Improvements to Cycle Provision Milton Road</u> – requires consultation with Milton Parish Council, not viable for timescale</p> <p><u>Kerb build out Station Road</u> – to introduce lateral movement. Recent incidents posted on social media discussed. Need for community consultation prior to any scheme for this road. Project for next year, possibility of temporary scheme to trial. Cllr Legge to draft sketches for further discussion at next meeting/workshop</p> <p><u>Infant School TRO</u> noting Capital Budget heading for scheme to be undertaken 2017-18</p> <p><u>Improvements to Village Footpaths</u> all agreed to collate a Pedestrian Support Package for the 2017-18 LHIS. Agreed to delegate to Cllr Butcher and Assistant Clerk to draw up proposals for acceptance at November Full Council. Members to send suggestions to highways@ email address for inclusion in package, noting critical high traffic footpaths a priority</p>	Asst Clerk/ES
046.3	<p>No Parking Signage agreed Cllr Foster to remove temporary signage. Item for next agenda to review as larger item</p>	DL
046.4	<p>Signage to agree purchase from existing signage supplier for:</p> <p>Kingsway Barrier – temporary sign in place. All agreed to replace with corex sign</p> <p>Pages Close – noting lighting maybe an issues, Assistant Clerk to seek costings for painted pathway sign similar to that on dual purpose path on Guided Busway. Update at next meeting</p>	Asst Clerk Asst Clerk/SJ
046.5	<p>Community Gritting gritting route requested from County Council. Agreed to delegate to Cllr Jocelyn working with Assistant Clerk to review and formulise volunteer route with volunteers and County Council</p>	CF
046.6	<p>Cyclestands Report provided to all (Appx 3) in order of locations visited. Noting, central village locations prioritised for this year's budget of £2,000. Other village locations to be incorporated in next year's budget</p> <p>All present felt area outside Co-Op on Station Road to be prioritised. Costings to be requested from County Council</p> <p>Priority Order agreed:</p> <ol style="list-style-type: none"> 1. Co-Op, Station Road – up to 6 stands possible 2. Histon Fryer, Kitchen Smiths, Anya Lois, Station Road – up to 13 stands 3. Next to Bechecombers, High Street – up to 5 stands 4. Post Office, High Street – up to 2 stands 	Asst Clerk
046.7	<p>Objections verbally expressed for stands on The Green and Narrow Lane</p> <p>Agreed Assistant Clerk to formulate paper for presentation to Finance, Legal and Admin Committee 5th December to request spend of £2,000 Capital Project from the heading Minor Improvements</p> <p>Chairman formally asked for an extension under Standing Order 1x). Agreed</p> <p>Bus Shelters report of Parish owned shelters provided to all (Appx 4) provided to all and accepted. All agreed bus stop on Station Road opposite Baptist Church priority for refurbishment/replacement of panels. Agreed Assistant Clerk to formulate paper for presentation to Finance, Legal and Admin Committee 5th December to request spend of £2,500 from the Capital heading Bus Shelter Renewal</p>	Asst Clerk
046.8	<p>Bus Service Bill deferred to next agenda</p>	
046.9	<p>Half Yearly figures and process for calculation of 2017-18 budget draft proposal presented to all (Appx 5)</p> <p>Recommendation – To transfer £33,000 Local Highways Improvements into a Specified Reserves due to timings of receipt of invoice from County Council</p> <p>£13,000 – 15-16 application for High Street – invoice outstanding</p> <p>£10,000 – 16-17 application project being finalised</p>	

	<p>£10,000 – 17-18 application Pedestrian Support Package All agreed to make request to FLA Committee 5th December All in favour to accept report as presented for agreement at FLA 5th December</p>	
H16/047	<p>Date of next meetings TBC</p>	
H16/048	<p>Items for next agenda: Highways Vision – following feedback from NHP Survey Formation of Parking Strategy/Policy Parking on Verges Bus Service Bill</p>	
H16/038	<p>How to Communicate Highways Meeting Cyclestands Gritting – request for volunteers Speedwatch LHIS Bid for improvements to footpaths</p> <p>Meeting Closed: 9:52pm</p>	

DRAFT