

**Minutes of Histon & Impington Highways Committee**  
**Thursday 15<sup>th</sup> September 2016**  
**At the Parish Office, New Road, Impington**

**Highways Committee Minutes**

Membership: 7 + 2 ex-officio

Appendices:

Quorum: 3

<b>Agenda No:</b>	Present: <b>Cllrs:</b> Andy Butcher (Chairman), Cedric Foster, Simon Jocelyn, Pene Nudds, Edd Stonham, Clerk: Chelsea O'Brien	
H16/026 026.1	<b>TO ACCEPT APOLOGIES FOR ABSENCE</b>  Cllr(s): David Legge (work); Elaine Farrell (personal); David Jenkins (personal)	
H16/027 027.1	<b>MEMBERS DECLARATIONS OF INTERESTS AND DISPENSATIONS</b>  None declared	
H16/028 028.1	<b>PUBLIC PARTICIPATION</b>  None present	
H16/029 029.1	<b>TO APPROVE MINUTES OF THE MEETING HELD 16<sup>th</sup> June 2016</b>  All <b>agreed</b> to sign minutes as true record of the meeting	
H16/030 030.1 030.2 030.3 030.4	<b>MATTERS ARISING</b>  <u>Action List (Appx 1)</u> provided to all, additional discussion on: <u>Item 15/068 Speedwatch</u> discussions on going <u>Item 16/005.1 Cyclestands</u> awaiting contact from County Council, noting £2,000 allocated by Parish Council to fund. Further discussion under item 034.2 <u>Item 022.7 Narrow Lane</u> statement to be sent to nearby residents. Project viability awaited from County Council	
H16/031 031.1 031.2 031.3 031.4	<b>TO REVIEW</b>  <u>Highways Vision</u> dated 2013 provided to all. Need for statement to be simplified. Working document to be reviewed as work progresses on policies. Feedback from Workshop meeting last year and neighbourhood plan survey to be incorporated. Item for next agenda <u>Budget Deliverables and Timetables</u> action plan provided to all. Priority projects identified underway and due for completion this year <u>20mph Neighbourhood Plan Consultation</u> results to be evaluated and strength of project to be assessed <u>Formation of Parking Strategy/Policy</u> tool to drive local level decisions. Email to be sent to Council@ email address for all Councillors to evaluate parking and footpath networks in the nearby vicinity. All feedback to be sent to Committee Clerk. Dedicated workshop to progress to be arranged following feedback. Need for Planning Committee to consider impact of new developments on parking and footpath networks. Cllr Jenkins to seek details for aspirations for Station Road junction opposite Bishops development <u>Footpath Policy</u> Maps provided to all. To be included as part of dedicated workshop (item 031.3)	<b>Next agenda</b>  <b>Comm Clerk</b>  <b>DJ</b>
H16/032 032.1 032.2	<b>TO CONSIDER HIGHWAYS MEETINGS &amp; REPORTS</b>  <u>Clerks Report</u> provided to all ( <b>Appx 2</b> ) Upcoming training dates and meetings to be added to google calendar Northern Corridor Schemes project meeting 4 <sup>th</sup> October, 4pm, Parish Office Highways Training Course, Thursday 17 <sup>th</sup> November, 7pm, Recreation Centre <u>Chairs Report</u> Visitors report from meeting at Miller Sands 6 <sup>th</sup> September provided to all ( <b>Appx 3</b> ). Cllrs Butcher and Stonham verbally updated members on access and visibility issues experienced on site. Recommendation to extend double yellow lines to cover junction presented. All agreed to support application for minimum requirement of double yellow lines required to improve access to site. Committee Clerk to seek advice regarding resident	<b>Comm Clerk</b>  <b>Comm Clerk</b>

032.3	consultation prior to installation. Statement to be drafted to businesses on Vision Park to encourage shared parking <b>Walkabout Officers Report</b> updated spreadsheet provided to all ( <b>Appx 4</b> ) Cllr Nudds verbally reported on damage to surface Burgoynes Road which has been removed from County systems. Cllr Foster to chase	CJF
H16/033	<b>Update of Active Scheme</b>	
033.1	<b>LHIS Application 2015-16 High Street/The Green</b> Bus stop change High Street dates to be confirmed <b>The Green Layby Project Update</b> Project complete to County specification, discussion took place on way forward with scheme noting landscaping issues. Cllr Butcher proposed to leave project as with and seed additional green area, no seconder Cllr Butcher proposed to hand over project to Environment Committee for planting scheme, no seconder Cllr Nudds proposed committee to revise design removing old footpath and returning to turf seconded by Cllr Stonham, all in favour. Design and costs to be presented to October Full Council for agreement. Cllr Nudds to circulate design to members for input	PJN
033.2	<b>LHIS Application 2016-17 Baptist Church Junction</b> Cllr Nudds to enquire availability of meeting space at Baptist Church for on-site Council workshop to discuss scheme objectives. Baptist Church to be asked for views on scheme	PJN
033.3	<b>Northern Corridor Funded Scheme</b> A14 approach temporary works underway. Aspirations for The Green/Impington Lane crossroads. Meeting scheduled 4 <sup>th</sup> October to discuss further with County member	Comm Clerk
H16/034	<b>OTHER CORRESPONDENCE &amp; HIGHWAYS MATTERS</b>	
034.1	<b>Resident Matters</b> To review correspondence received relating to Highways Matters: Speeding B1049: Committee Clerk to notify PCSO of speeding location and alert resident to speedwatch team Obscure Road signs: overhanging vegetation reported and cut back Request for Double Yellow Lines outside Early Years Centre. Noted, email sent to County Council regarding viability of scheme. Home Close Parking: Resident to be alerted to call 101 when vehicles obstructing access by parking on double yellow lines. PCSO Martin to be requested to visit site for review Real Time Information sign IVC: request for information regarding sign on Impington Village College side of New Road. Committee Clerk to confirm if works proposed	
034.2	<b>Cyclestands</b> Locations received detailed in Clerks Report ( <b>Appx 2</b> ). Contact at County to be confirmed and meeting to be arranged to discuss proposed locations. Additional suggestions to be emailed to Committee Clerk for inclusion	
034.3	<b>LHIS Application 2017-18</b> details received. Resident project ideas detailed in Clerks Report ( <b>Appx 2</b> ) Cllr Butcher to review projects received to date. Item for next agenda to confirm project. Committee Clerk to circulate Wish-List to all	AB Comm Clerk
034.4	<b>Cambridgeshire County Council</b> Community Highways Volunteering Information Pack 2016/17 covering: - Cutting back vegetation - Cleaning signs - Litter picking Noting Cllrs Foster and Nudds operate successful volunteering schemes in Histon & Impington, both felt formalising would have an adverse effect and asks too much of volunteers. At present County cut back and clean road signs, need for procedure going forward should the service be cut or devolved to Parish Councils	
034.5	<b>HICOP Signage</b> request for signage to be located from Park Lane down Park Avenue with an additional sign pointing from end of Shirley Road towards footpath. Committee Clerk to request details of proposed sign. Sign design to be sent to and approved by Council prior to installation. Details of Public Art Working Group to be sent to HICOP for joint approach	
034.6	<b>Gatehouse Road</b> Review from Feast Committee reported in Clerks Report ( <b>Appx 2</b> ). Cllr Foster to seek details on costings and procedure to report back to Committee. Noting Parish	

	boundary to Gatehouse Road Allotments, Committee Clerk to contact Oakington Parish Council for further information and to seek interest in application.	
H16/035 035.1	<b>Consultations</b> <b>Greater Cambridge City Deal</b> Tackling Peak-Time Congestion in Cambridge. Response due by 10 <sup>th</sup> October 2016. To agree process for responding Cllr Butcher verbally updated on feedback received from Councillors to date. Comment from Highways Committee members to send comments to Councillor Butcher. Item in September Full Council to agree process to respond	
H16/036	<b>Date of next meetings</b> Thursday 10 <sup>th</sup> November 2016	
H16/037	<b>Items for next agenda:</b> Highways Vision Review Workshop Feedback Neighbourhood Plan Survey Feedback Review LHIS Application 2017-18 – To agree project	
H16/038	<b>How to Communicate Highways Meeting</b> Items of note for website: Resident Feedback on website Meeting Closed: 9:35pm	