

Minutes of Histon & Impington Highways Committee
Thursday 16th June 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 (ex officio), Cedric Foster, Simon Jocelyn, Pene Nudds, Edd Stonham, David Jenkins (ex officio) Residents: 4 Clerk: Chelsea Presland	
H16/013	ELECTION OF COMMITTEE CHAIR 2016-17 Proposed Cllr Jenkins, Seconded Cllr Nudds to elect Cllr Andy Butcher as Chair Cllr Foster proposed Cllr Stonham, no seconder. Cllr Andy Butcher elected as Committee Chair	
H16/014	TO ACCEPT APOLOGIES FOR ABSENCE Cllr: Elaine Farrell (personal)	
H16/015 015.1	MEMBERS DECLARATIONS OF INTERESTS AND DISPENSATIONS None declared	
H16/016	PUBLIC PARTICIPATION 3 residents of Narrow Lane present to discuss highways safety/parking on Narrow Lane <u>Narrow Lane</u> strip of highway now confirmed as adopted. Graham Armstrong to start process for micro-laying surface when funding available. Once surface upgraded parking restrictions to be explored. Temporary signage to dis-courage anti-social parking to be erected and communication with Junior School, noting peaks in parking during school drop off and pick up times. Residents informed of options for self-funded I bar from County Council, although not enforceable <u>Narrow Lane Blind Corner/On Street Parking</u> options discussed to date include double yellow lines, a passing layby and double height kerbs. Committee Clerk to contact Graham Armstrong for comment on proposed projects and other schemes that could work for this stretch of road. Following advice from Graham, leaflet to be drafted and circulated to residents of Narrow Lane with feasible options and requesting comments/schemes from residents. Cllr Foster working with Committee Clerk to draft initial leaflet for comment by members via email 3 residents left the meeting <u>Resident of Church Street raised:</u> Committee to request data from the A14 monitoring stations during the reduction in speed limit to 50mph. Cllr Stonham to progress To request data from the traffic monitors currently in Histon & Impington. Committee Clerk to request information from County Council 20mph – need for equal input both for and against in future publications The Green – eroded at zebra crossing, path created across The Green. Environment Committee initiated installation of matting and grass seeding. Further options and re-seeding to be visited to preserve the village Green Church Street – condition of road surface, reported to County Council on fault system. Cllr Foster to review and expand details on fault. Resident left the meeting	CF/Comm Clerk ES Comm Clerk CF
H16/017 017.1	TO APPROVE MINUTES OF THE MEETING HELD 21st April 2016 All agreed to sign minutes as true record of the meeting	
H16/018 018.1	MATTERS ARISING Action List (Appx 1) provided to all, additional discussion on: <u>Northern Corridor Funded Scheme Workshop</u> – high priority item for County Officer meeting to discuss aspirations for schemes covering:	Comm Clerk

	B1049/The Crossroads A14 approach/Interchange <u>Doctors Close resurfacing</u> – pedestrian access to be explored as part of footpath policy <u>A14 Noise Barrier</u> – request for Planning Committee to seek information regarding planting belt associated with Darwin Green development	Plg Comm
H16/019	TO REVIEW	
019.1	Terms of Reference noting footpaths already Highways remit. Bridle paths/rural footpaths to remain with Environment Committee. All agreed to accept with no changes. Query over Drainage Task and Finish, to have scope to report to both Full Council and Highways	Next agenda
019.2	Highways Vision Statement provided to all, last reviewed June 2013. Item for next agenda	
019.3	Budget Review and acceptance of spend: Up to £2,000 installation of cycle stands Up to £10,000 Local Highways Improvement Scheme 2016-17 Baptist Church	FLA
019.4	Agreed to seek advice from County re costings of cycle stands and installation, website article to be drafted to seek views of residents for locations. Request to be made to Finance Committee, for final approval at Full Council (July) Budget Deliverables and Timetable updated action plan provided to all (Appx 2). Agreed Cllr Butcher working with Committee Clerk to review in conjunction with Wish List and simplify for next agenda	Next agenda
H16/020	TO CONSIDER HIGHWAYS MEETINGS & REPORTS	
020.1	Clerk's Report provided to all and accepted (Appx 3). Highways Training Course scheduled 13 th June postponed due to trainer falling ill. Committee Clerk to request further dates for training	Comm Clerk
020.2	Walkabout Officers Report Walkabout with Graham Armstrong scheduled Tuesday 28 th June <u>County Council Overgrown Letters</u> request for Office to keep log of No1 letters sent and update at each meeting as part of Clerks Report	
H16/021	Update of Active Scheme	
021.1	LHIS Application 2015-16 High Street/The Green verbal update from project meeting held 26 th May covering: - Aspects of project complete to date, kerb build out outside Cambridge Building Society/Daisy Chain, Tactile Crossing Home Close and marking of bus stop Winders Lane - High Street bus stop (outside Barley Mow), relocation awaited - Invoice awaited for scheme The Green Layby - Funded as part of Northern Corridor Scheme - Clarity from County Council regarding completeness of scheme Noting formal request for project information and costings to be sent to the Office not through social media. Councillors with access to social media comment as individuals not Councillors	
021.2	LHIS Application 2016-17 Baptist Church junction confirmation received bid successful following additional funding. Draft schematic provided to all. Agreed workshop session and site visit to define scheme objectives. Agreed Cllrs Butcher and Nudds nominated Councillors to lead project. Updated drawings to be requested from County Council prior to workshop	Comm Clerk
H16/022	OTHER CORRESPONDENCE & HIGHWAYS MATTERS	
022.1	Formation of Parking Strategy/Policy draft provided to all for comment. Need for policies to assist with requests from residents. Request for inclusion of traffic calming. All comments to Cllr Jenkins within 2 weeks (30 th June)	
022.2	Formation of Footpath Policy need for details audit and mapping of footpaths and priority routes. Rural footpaths and bridleways not included as environment committee remit. To be progressed once Parking Strategy underway. Footpath rear of Manor Park in need of cutting back, contractors Buchans Landscapes to be asked to carry out initial cutback, with regular visits from groundstaff to keep on top off.	

022.3	<p>Station Road To consider request for extension to existing double yellow lines. Noting correspondence received from Mills and Reeve, Cllrs Butcher and Stonham to arrange visit to discuss options further, including options for self-funded I bar.</p> <p>Station Road Audit item for next agenda</p>	<p>AB/ES</p> <p>Next agenda</p>
022.4	<p>Barrier Narrow Lane/Church Street (Kingsway passage). Agreed to erect signage to stop parking of bicycles on barrier blocking footpath access for pushchair/wheelchair users. Website article to be drafted</p>	<p>Comm Clerk</p>
022.5	<p>20mph consultation to be included in Neighbourhood Plan Consultation. Focus groups programmed end of July, survey expected September. Feedback from consultation to be reviewed, if speeding in the community raised as concern Task and Finish Group to be formed to progress</p>	
022.6	<p>New Road Double Yellow Lines feedback and photos from resident received showing parking opposite Park Drive, likely to be users of Sports Centre, to be reviewed over next few weeks. Data from monitors to be reviewed once received to review traffic movements on New Road</p> <p>Histon Hornets Tournament, 10th July, marshals to be asked to check parking on New Road not blocking access to driveways or on the verges.</p> <p>Parking tickets have been issued for cars parked on double yellow lines from local PCSOs</p>	
022.7	<p>Narrow Lane discussed during Public Participation. To affirm actions agreed:</p> <ul style="list-style-type: none"> - Committee Clerk to contact Graham Armstrong for his thoughts on schemes proposed to date which include: double yellow lines on bend , double height kerb, passing bay - Cllr Foster and Committee Clerk to draft leaflet for member input via email - Temporary signage to discourage anti-social parking on strip of newly adopted highway - Junior School to alert parents to possible implementation of parking restrictions on Narrow Lane in problem parking persists 	<p>Comm Clerk/CF</p>
H16/023	<p>Date of next meetings</p> <p>Thursday 15th September 2016</p> <p>LHIS Application 2016-17 Baptist Church junction workshop date TBC</p>	
H16/024	<p>Items for next agenda:</p> <p>Budget Deliverables and Timetable</p> <p>Highways Vision Statement</p> <p>Station Road Audit</p> <p>Review of Wishlist</p>	
H16/025	<p>How to Communicate Highways Meeting</p> <p>Items of note for website:</p> <ul style="list-style-type: none"> - Barrier Kingsway Passage – signage - Baptist Church Workshop/successful highways bid - Station Road site visit - Narrow Lane leaflet drop - Cycle stand – let us know locations <p>Meeting Closed: 9:40pm</p>	