

Minutes of Histon & Impington Highways Committee
Thursday 18th June 2015
At the Parish Office, New Road, Impington

Highways Committee Minutes

Membership: 7 + 2 ex-officio

Appendices:

Quorum: 3

Agenda No:	Present: Cllrs: David Legge (Chairman), Cedric Foster, Pene Nudds, David Jenkins (in part); Also: 1 residents (in part) Clerk: Chelsea Presland	
H15/012	ELECTION OF COMMITTEE CHAIR 2015-16 Proposed Cllr Foster, seconded Cllr Nudds all in favour and AGREED to elect Cllr David Legge as Chair	
H15/013	TO ACCEPT APOLOGIES FOR ABSENCE Cllrs Edd Stonham (personal), Shaun Lindsay (work)	
H15/014	MEMBERS DECLARATIONS OF INTERESTS AND DISPENSATIONS	
014.1	Cllr Legge declared a non-pecuniary interest item 020.1 Cambridge Road Reduce Bus Delay Scheme (lives nearby)	
H15/015	PUBLIC PARTICIPATION Resident present expressed full support for 20mph scheme throughout the villages. Safety advantages stressed. Enforcement issues highlighted, although once well publicised scheme could be self-enforcing. Regular HGV movements on B1049, 15 counted in 1 day and motorcyclist speeding daily. Details of motorcyclist to be sent to PCSO Martin. Noise from HGVS thought to be caused by surface damage on B1049 outside Holiday Inn. Cllr Foster to inspect on walkabout scheduled 23 June. Hain Daniels to be contacted regarding access times to site noting delivery vehicles passing through the village before 6am. Resident left the meeting	
H15/016	TO APPROVE MINUTES OF THE MEETING HELD 30th April 2015	
016.1	All agreed to sign minutes as true record of the meeting	
H15/017	TO REVIEW Matters Arising	
017.1	<u>Outstanding Actions</u> as listed in Clerks Report. Progress to be reported at next meeting	
017.2	<u>Item 007.1 A14 Preliminary Hearing</u> 13 th May attended by Committee Clerk. Draft notes of meeting provided to all. Discussed in more detail under item 019.1	
017.3	<u>Item 009.1 Withdrawal of Milton to IVC Bus</u> Response submitted	
H15/018	TO CONSIDER HIGHWAYS MEETINGS & REPORTS	
018.1	Clerk's Report provided to all and accepted (Appx 1). <u>Overgrowth Letter</u> template provided from County Council for office use. Letters sent to houses on Woodcock Close abutting footpath	
018.2	Walkabout Report scheduled 23 June. Suggestions of key areas to visit to be emailed to Cllr Foster	
H15/019	CONSULTATIONS	
019.1	A14 Cambridge to Huntingdon Improvement Scheme Parish Update meeting 22 nd June – details received, 2 spaces requested for Cllr Legge and resident to attend	DNL/ Comm Clerk
019.2	Draft Statement of Common Ground – meeting held 22 May attended by Cllrs Legge and Jenkins. Cllr Legge to draft statement for circulation to committee, Clerk to submit within deadline 26 June 2015	
019.3	Examining Authority Rule 8 Letter – setting out examination timetable sent to all. Key issues for Committee to focus on: Noise at Lone Tree Avenue; Drainage/Flooding; Pollution	

H15/020	Update of Active Scheme	
020.1	<u>New Road, Station Road, Cambridge Road</u> Bus Delay Scheme (Double Yellow Lines). Feedback from County Council received <u>New Road Scheme</u> 8 representations received, majority of data received supportive of scheme for installation of lines on Impington Village College side of New Road. Concerns raised regarding displacement of parking. Committee to inform Karen Lunn (County Council) to progress scheme <u>Station Road, Cambridge Road</u> 15 representation received. Although majority of data received supportive of scheme, many concerned about the displacement of parking and the traffic calming in place on Cambridge Road. Meeting with Karen Lunn to be arranged to discuss options of removal of existing traffic calming and therefore possibly altering the current planned location of the double yellow lines. Committee Clerk to contact Karen Lunn and arrange meeting	Comm Clerk
020.2	<u>Station Road/ High Street/ The Green</u> Installation of zebra crossing outside Co-Op taking place during Summer Term	
020.3	<u>20m mph Village Scheme</u> brief discussion during Public Participation Item. No further feedback received. Cllr Legge to approach Feast Representatives for suggestion of simple handout at Parish Council stall	DNL
020.4	<u>Bike Stand Initiative Funding</u> To agree to spend in principle up to £2000 to support the provision of cycle racks in the villages. Proposed Cllr Legge. Cllr Nudds in support of scheme subject to individual applications received on public land (Parish or County Council owned) all in favour and agreed . £2,000 to be allocated from Neighbourhood Plan, Street Furniture budget, leaving £4,000 for the provision of 20mph scheme	
H15/021	OTHER CORRESPONDENCE & HIGHWAYS MATTERS	
021.1	<u>Resident Matters</u> Resident of Burrough Field, Impington called the Office to discuss access issues at the Burrough Field junction becoming a safety concern. Committee Clerk to contact resident to arrange on site meeting with Cllr Legge. Cllr Nudds informed Committee vegetation due to be cut back and reduced in height	Comm Clerk
021.2	<u>To Review Terms of Reference</u> current membership 7 + 2 ex officio, with 3 vacancies. After discussion agreed to reduce membership to 6 + 2 ex officio. Cllrs encouraged to be pro-active in filling vacancies	
021.3	<u>Minor Highways Improvement Scheme</u> to prioritise projects within agreed scheme. For discussion at meeting with Karen Lunn (County Council). Costing of each project to be sourced prior to meeting	
021.4	<u>Review of Wish List and projects for future Minor Highways Improvements Bids</u> Wish List dated 2013 in need of updating. Projects to be added include; Improvements to Baptist Church Junction; Phase 2 StAC Improvements to footpath; Junction end of New Road; Cambridge Road triangle of land Improvements. List to be updated and circulated for full discussion at next meeting	DNL
021.5	<u>To Review</u> need for policy/procedure for signing off externally led projects within the Parishes. Procedure for staff or councillors to visit sites of work within the parishes to form snagging list. Need for more information of when contractors on site so staff can inform nearby residents and visit if necessary. Paper to be written and agreed at next meeting	Comm Clerk
H15/022	Date of next meetings Thursday 30 th July 2015	
H15/023	Items for next agenda: Procedure for signing off external-led projects within the Parishes Identify project for next Minor Highways Bid Update from meeting held with Karen Lunn covering: Double yellow line scheme Cambridge Road/ Prioritisation of MH Bid Review of effective Traffic Calming & Highways Safety – draft audit High Street Car Park Improvements Costs Parking Data from Guided Busway Team Standing Agenda Item – Items for Communication Meeting closed: 9.30	