

H/F/P/ Report 1/2016
Highways/ Footpaths/ Police - Working Group meeting held on
Thursday 14th July 2016 at 10am at the Town Hall.

Agenda

Present: Cllr Doy, Cllr Jeans and Cllr Tucker. Also attending the Town Clerk and SCC Cllr M Ladd.

- 1) **Apologies for absence** – apologies were received from Cllr Betts, Cllr Bradbury and Cllr Palmer.
- 2) **Declarations of Interest** – there were no declarations of interest.
- 3) **Matters to Discuss with Suffolk County Council.**
 1. *Line markings – list.* Cllr Ladd suggested that the Working Group collate a list of all those line markings which need to be refreshed so that this can be provided to Suffolk County Council for costing.
 2. *Pavements* – Cllr Ladd suggested that the Working Group do a similar audit about the condition of pavements.
 3. *Dropped kerbs* – Cllr Ladd suggested that the Working Group do a similar audit about the need and locations for dropped kerbs.

Cllr Ladd advised that he was asking all of his parishes to carry out such works if they so wanted, as the resources at Suffolk County Council were too limited to undertake this work. Once the audits have been presented to SCC, the County Officers will then be able to cost the requirements and update the Town Council as to what is or isn't possible. Dropped kerbs cost in the region of £1500 each. Cllr Ladd advised that he had agreed some 20 driveway protection lines over the past 24 months in areas such as Pier Avenue, where residents needed access to garages which otherwise become blocked by cars parking over the access point.

4. *Delivery lorries in Market Place* – the Working Group advised that the parking of the Adnams brewery lorry was now better in that it came less often and at an earlier time. The Working Group noted that when it did used to come later in a morning, it caused issues with WH Smith deliveries etc.

The Working Group noted that cars often park in the Tesco loading bay which has on occasions meant that the Tesco's lorry does not have room to park at the front of the

shop which in itself causes other traffic issues. Letter to be sent to Tesco's, and the PCSO asked to monitor.

5. *Southwold to Lowestoft buses* – this matter had been discussed at the Town Council meeting and a letter has been sent to the bus company as suggested. SCC Cllr Ladd advised that Reydon Parish Council, the Southwold & Reydon Society and ESTA had also lobbied the bus company.
6. *Parking on grass, Marlborough Road* - discussion took place as to whether “no parking on the verge” signs should be placed on the verge or whether cars should just be allowed to continue to park there. It was suggested that all such areas could be reviewed as part of the parking review and looking at the number of spaces that could be created. It was noted that if the area was to be made available for parking in the future, there was the possibility that grasscrete could be laid on the surface.
7. *Residents parking Salisbury Road/Cumberland Road* – the Working Group noted that a complaint had recently been received regarding parking in these areas. A resident had voiced concerns that emergency vehicles would not be able to access properties. The PCSO had been to look at the situation and had confirmed that vehicles were legally parked and that there were no obstructions. SCC Cllr Ladd advised that there is a TRO being drafted for the junction of Stradbroke Road/Salisbury Road. Town Clerk was asked to obtain a list of the TROs for Southwold.
8. *Dropped kerb for Summer Theatre* – the Working Group noted that the Summer Theatre has requested a dropped kerb but in view of the height and thickness of the kerb, a dropped kerb would cost in the region of £6,000 and SCC Cllr Ladd advised that he could not justify this from his budget of £8,000. Cllr Doy suggested that a metal or wooden ramp could be purchased by the Summer Theatre and put out over the kerb, and that this would be a much cheaper option. Cllr Tucker asked that the dropped kerb at Hospital Green be made accessible by a white line being painted next to the dropped kerb, in order that vehicles do not park and block this access point.
9. *Cycle Routes* – Cllr Ladd advised that the draft cycle strategy consultation had finished in March 2016 and that amendments have been made following responses received. Within the document mention had been made of Blyth Road, and this has been amended to read that permission must be granted by the Common Trust. Discussion took place about the strategy of allowing cycling on the Common footpaths and this will be discussed further at the Common Trust meeting. WDC will forward a copy of the cycle strategy to both the Town Council and the Common Trust once it has been duly approved.
10. *Speed Limits* – SCC Cllr Ladd advised that he is supporting the reduction of the speed limit on the Wangford Road as this will be promoted as the main cycle route to and from Southwold (as opposed to the Halesworth Road and Wrentham Road).
11. *PCSO Traffic Enforcement* – traffic reports are received at each Town Council meeting and the Working Group were aware of various tickets being given out to vehicles parked on the Station Road 30 minute slots. Discussion took place as to whether the

PCSO required a bike to travel around the town and the Town Clerk will ascertain whether this would be required by Jamie. SCC Cllr Ladd advised that he would be prepared to fund the provision of a bike from his locality budget if so required.

12. *SCC Strategic Road Investment Strategy* – the Town Clerk reminded the Working Group that this strategy document was out for consultation and that responses were required by the end of July.
13. *SCC Countryside Access Consultation* – the Town Clerk reminded the Working Group that the Countryside Access Consultation on Rights of Way Improvement Plan had a deadline of 24th July.

SCC Cllr Ladd left the meeting.

Parking Sub-Group Matters

1. *Debrief from signage meeting with SCC.* Those who had attended the signage meeting provided a debrief. Cllr Jeans suggested that grants may be available if there was a whole town project to make Southwold a sustainable tourist destination for visitors in respect of parking etc.

Fingerposts – debrief took place regarding the discussion with SCC on fingerposts and the fact that these should form part of the parking review to guide members of the public from one area of the town to another. The Town Clerk explained that the Leisure & Environment Working Group had carried out research and had received costings for fingerposts and this information was shared with the Working Group. Discussion to take place with the L&E Chair as to which group should take this forward. WDC have offered £4,000 towards 3 or 4 fingerposts and it was suggested that approach be made to SCC to see if they would also provide some monies for more fingerposts as part of the parking review. The Town Council also to be asked to approve expenditure so that this project could be progressed. Subsequent to the meeting SCC Cllr Ladd offered to provide £2,000 from Highways Budget for the purchase of fingerposts/directional signs if the Town Council could match fund. **It is therefore suggested that the Town Council provides £2,000 towards the fingerposts/directional sign project to match fund monies offered by SCC.**

2. *Consider council charging policy strategy* - the Working Group discussed the presentation provided by Cllr Palmer to an informal meeting of the whole Council regarding possible charging for parking on Town Council land. At present, the Town Council does not charge for any parking on its land. **It is the recommendation of the Working Group that the Town Council policy be amended to read “Southwold Town Council is not averse to setting an appropriate parking tariff on areas of its land used for parking both now or in the future.”**

3. *Consider whether charging should be introduced for Gardner Road* – following the discussion in 2 above the Working Group considered that Gardner Road car park could be used as a pilot for a parking tariff. A business plan would need to be prepared detailing capital costs as well as revenue expenditure, and potential income receivable. Discussion took place about the availability of the car park for its primary use i.e. short stay town centre parking, and those that presently use the car park. It was acknowledged that much more work would be required to be carried out on tariff structures, vehicle displacement etc. and it was suggested that the Town Council also discuss the matter with the Common Trust who maintain the car parking spaces along Gardner Road and York Road.

To gauge details of the numbers of employees who use the car park, it was suggested that a letter be written to the Chamber of Trade and to local businesses asking them if their employees drive into town, where they park, for how long, and at what time of day.

4. *Consider preparation for meeting with WDC re car parks* – following the recommendation of the parking review document a meeting has been arranged with WDC to discuss the operation of their car parks. Agenda for that meeting has been prepared and will be forwarded to WDC.

There being no further business the meeting closed at midday.

Recommendations:

It is suggested that the Town Council provides £2,000 towards the fingerposts/directional sign project to match fund monies offered by SCC. (L and E budget for fixed asset purchase = £15k to include fingerposts).

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| Actions to undertake | | |
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| Collate line marking audit list | Walk round town | MCT & JJ |
| Collate audit re condition of pavements | Walk round town | MCT & JJ |

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| Collate audit of dropped kerbs required | Walk round town | SD |
| Delivery lorries | Letter to Tesco's re cars parking in delivery bay | LJB |
| Parking on grass at Marlborough Road | Consider in parking review | All |
| Obtain list of TROs | | LJB |
| Access to Summer Theatre | Suggest ramp purchase by Summer Theatre | LJB |
| Access to dropped kerb at Hospital Green | White line to be painted | ML |
| WDC approved cycle strategy | To be sent to Town Council | LJB |
| Provision of bike to PCSO | PCSO to be asked | LJB |
| SCC strategic road investment strategy | Consultation ends 30.7.16 | All |
| SCC Countryside Access Consultation | Consultation ends 24.7.16 | All |
| Research re parking in Gardner Road car park | Contact to be made with Chamber of Trade and individual businesses | LJB |
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