

Swaffham Town Council -Transport and Environment Committee

Minutes of a meeting of the Transport and Environment Committee on Tuesday 7th March 2023 at 4pm in the Council Chamber at the Town Hall.

Mr. J. Zielinski (in the Chair)

Councillors: J Anscombe, L Beech, L Scott and J Skinner

Non-Councillors: Mr P Bray, Mrs K Gordon and Mr S Sole

Minute Taker: Mr. R. Bishop, Town Clerk

1. To receive apologies for absence.

None received in advance.

2. To receive declarations of interest for items included on the agenda.

None received in advance.

3. To receive and agree the minutes:

3.1 The minutes of the Transport & Environment Committee held on 7th September 2022 were agreed by the Committee and signed by the chairman as an accurate record.

3.2 The minutes of the Transport & Environment Committee held on 10th October 2022 were agreed by the Committee and signed by the chairman as an accurate record.

4. To receive and consider any Traffic, Access or Environment issues from Non-Members Councillors

(At the Chairman's discretion, prior notification must be received)

None received.

There were no public present, so it was not necessary to adjourn the meeting for a public open forum.

5. **To receive and consider Draft of updated Strategic Plan 2022 – 2025.

A small working group reviewed the previous strategic plan and prepared the draft plan for 2022-2025 for consideration at this meeting.

It was unanimously agreed to take the revised Draft Strategic Plan to the new Council at their June or July Full Council meeting for formal adoption.

6. To receive and consider outstanding actions agreed at previous meeting or new issues raised which the Committee wish to discuss or take forward with Breckland Council or Norfolk County Council:

Breckland Council

6.1. Review of Breckland Local Plan – to note on-going review.

It was noted by the Committee that the Town Council are notified of each stage of the review and asked to comment accordingly, usually through their Planning Committee. The call for sites was the latest part of the review, the next stage will be after Breckland allocate recommended sites for consideration in the revised local plan.

6.2. Station Street Car Park – update on public consultation and timescale for taking this proposal forward.

It was noted by the Committee that there has been no progress since the matter was subject of an extraordinary Transport Committee meeting back on 10th October 2022. With Purdah on the horizon on 23rd March (just two weeks away) it is unlikely that further progress will be made this side of the local government elections. It was agreed for the Town Clerk to chase up matters with the officers at Breckland Council, but it is quite likely that this issue will be deferred to the new in-coming Council.

6.3. Theatre Street Car Park – update on Electric Car charging points and timescale for taking this proposal forward.

It was noted by the Committee that there was no progress on this issue, previous site meetings arranged by Breckland Council in the late Autumn were postponed never to be re-arranged. No further action agreed at this stage, as this was a Breckland Council initiative.

County Council

6.4. 20mph Trial – to receive update on consultation/implementation.

Highway Engineer Jack Griffiths has confirmed that this has been referred to the design team at County Hall. The aim is to reduce all areas which are currently 30mph down to 20mph, it is likely that there will be areas currently 40mph reduced to 30mph to cushion the sudden impact of reducing from the national speed limit of 60mph. It is highly unlikely that the speed limits will be designed to go from 60mph to 20mph, without an area of transition at each entry point.

The trial period of 12-months will be the consultation period, thus bypassing any need for public consultation prior to implementation. A review would then take place before the end of the 12-months to establish whether any changes are necessary, and a decision would be taken as to whether the measures would become permanent. The trial period could happen in the second quarter of this year i.e., July-September, but realistically due to pressure on the design team it is more likely to be in the period from October 2023 to March 2024.

6.5. North Pickenham Road (Norwich Road to White Cross Road – review safety for vulnerable road users (pedestrians and cyclists).

The Chair outlined this issue to the Committee, stating that this is a main route through to the school and should have been dealt with by planning gains from developers in Norwich Road.

It was agreed to draw attention to this problem by writing to the executive member Cllr Graham Plant and copy in the Highway Engineer Jack Griffiths and his immediate boss David Jacklin.

6.6. Pedestrian Crossing Watton Road – issue of signalled controlled crossing adjacent to Oaks Drive – provision in conjunction with Merryweather Road development – query S106 agreement.

The Chair outlined this issue to the Committee, stating that a previous section 106 requirement was for a signal-controlled crossing. He has a copy of the section 106 agreement which he would send to the Town Clerk for reference.

It was agreed to revisit this issue and draw attention to the executive member Cllr Graham Plant of this exclusion, as this a breach of the section 106 agreement and copy in the Highway Engineer Jack Griffiths and his immediate boss David Jacklin.

6.7. Apparent loss of old painted metal footpath signs e.g., Boxes Lane, subsequent to new developments in Norwich Road.

The Chair outlined this issue to the Committee and reported that there are a number of these green finger post signs that have disappeared over the years.

It was agreed for the Town Clerk to write to the Community & environmental services Team at County Hall, to establish the procedure for replacing the signs. A list of where signs are missing would need to be compiled, in preparation for a positive response.

6.8. Potholes and general poor state of road surface on A1065 (Brandon Road, London Street) – details of re-surfacing works.

Notification received from Christopher Steil, Project Technician for two options of carrying out the re-surfacing works in London Street between the junction of Market Place and White Cross Road. The two options are: 5-6 days of day work OR twice as long for night work between the hours of 7pm – 6am, with noisy work ceasing at 11pm. They are requesting the views of the Council on these alternatives – your thoughts please...

It was agreed to favour the night time working of 7pm to 6am as this was thought to be less disruptive. The Town Clerk was also requested to confirm the stretch of road being re-surfaced, as from the map it

shows the area between the two mini-roundabouts, it doesn't include the roundabouts themselves or a particularly bad area from the White cross Road mini-roundabout through to the junction at the Watton Road. Request details of the surface dressing to be a low-noise surface, not tar spray and road shingle. To make the Project Technician aware of the issues experienced last July following the collapsed building, as it was chaos. To establish what plans are in place for diversions, particularly for HGVs and suggest as a minimum that a good communications strategy, as residents in that area will be sensitive to experiencing a repeat of last year.

6.9. Norwich Road – Bus Stops and Crossings.

The Vice Chair reported on this issue, stating that the newly erected bus stops are clearly in the wrong place, as the situation with the central island in close proximity has made this area an accident waiting to happen. The signs are there for the flexi-bus service.

It was agreed to write to County Cllr Fabian Eagle, copying in Highway Engineer Jack Griffiths and his immediate boss David Jacklin, to request that the safety audit team double check this and report back their findings to the Town Council.

7. Reports from Highway Engineer Meetings on 10th Oct and 11th Nov 2022, 23rd Jan and 28th Feb 2023 and any additional issues to raise at the next meeting on 28th March 2023.

There were no issues raised by the Committee.

7.1. Finger post sign at junction of Haspall's/Cley/Beachamwell Road - update on replacement.

The Town Clerk reported that the Men's Shed have agreed to refurbish this sign, we are just waiting for confirmation from Highway Engineer Jack Griffiths if there is a particular paint we have to use and if they have a spare C, as we are one letter short. The post is in good condition and just needs re-decorating in situ, whereas the wood needs replacing for the signs themselves, decorating and fixed in position. The work on the finger signs will take place off site at the Men's Shed at the Rugby Club.

7.2. Area Highway engineer – review of monthly meetings.

The Town Clerk reported that from an officer point of view these meetings are working as they should, as any issues raised are priority graded A-24hrs, B 5-days, C 30-days or D 90-days if accepted as Highways responsibility or dismissed as not Highways responsibility. Footpaths maintenance and Tree maintenance are on a different timescale.

It was noted by the Committee that most of these issues do not have to be raised by the Town Council exclusively, the purpose of the meetings is to ensure that nothing is missed off and to ensure nothing has slipped through the net. Any Committee member or member of the public can report any problem themselves and receive updates direct by using the Norfolk County Council website link:

www.norfolk.gov.uk/road-and-transport/roads/report-a-problem

It was agreed that it would be helpful if the notes from these meetings could record whether the item is graded as A, B, C or D, so that the expectation of a response is better informed.

8. To agree date for next meeting and items for a future agenda: t. b. a., after new Council are duly elected on 4th May and attend their first meeting on 17th May 2023.

It was noted that there will be a debate early in the life of the next Town Council regarding reviewing their Committee Structure, a meeting timetable will then be agreed, with a revised terms of reference for Committees.

Meeting closed at 5.20pm

_____ Chairman.