

# MINSTER PARISH COUNCIL



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Clerk to the Council: Mrs. Kyla Lamb - MAAT

29<sup>th</sup> January 2020

## HIGHWAYS COMMITTEE

Sir or Madam,

You are hereby summoned to attend a meeting of the Highways Committee which will be held at the Library and Neighbourhood Centre, 4A Monkton Road, Minster on Tuesday 4<sup>th</sup> February 2020 at 6 p.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

### AGENDA

**1. APOLOGIES FOR ABSENCE**

**2. MINUTES**

To approve the Minutes of the meeting held on 20<sup>th</sup> November 2019 (**Copy attached Appendix A**)

**3. MEMBERS INTERESTS**

To register any new interests, or de-registration, by Members.

**4. RESPONSES FROM RICHARD HEAP – KENT HIGHWAYS SCHEMES PROJECT MANAGER**

Members are asked to consider the responses to questions raised following the highway survey results with Richard Heaps following a meeting on 2<sup>nd</sup> December 2019

**5. MEETING WITH PAUL HUBBARD – KENT HIGHWAYS STEWARD**

Following the meeting with Richard Heaps some items raised were referred to Paul Hubbard who arranged a walkaround to discuss improvements.

**6. BUSINESS PARKING (IN PARTICULAR CLIFFE’S BUTCHERS)**

Members are asked to give consideration to business parking in the village.

**7. LETTER DELIVERED TO RESIDENTS OF ST MILDRED’S ROAD**

Members are asked to give consideration to the residents responses received following the letter delivered to houses in St Mildred’s Road.

**8. PARISH COUNCIL - HIGHWAY IMPROVEMENT/ACTION PLAN**

Kent Highways now have a process in place for Parish Councils requests for highways works to be documented via a Highway Improvement Plan. The Clerk has a template and a procedure note. Members are asked to consider future improvements to be requested via this method.

**9. H2B – SECTION 106 FUNDING**

Members views are sought on the spending of the remaining section 106 funds subject to approval by James Wraight.

## MINSTER PARISH COUNCIL

**Minutes of the Meeting of the Highways Committee  
held on Wednesday 20<sup>th</sup> November 2019  
at 11.30a.m.**

**In the Neighbourhood Centre, 4a Monkton Road Minster.**

Present: Cllrs Quittenden (Chairman), Burden, Crow-Brown, Day, Mrs. Gimes (Ex-Officio), Dr. Jones and Sharp.

Also in attendance: Kyla Lamb (Clerk to the Council) and Clare Wilsdon (Assistant Clerk)

No apologies were received.

### **206. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Owen.

### **207. MINUTES**

**RESOLVED: That the Minutes of the meeting held on 3<sup>rd</sup> September 2019 be approved and signed by the Chairman.**

### **208. DECLARATIONS OF INTEREST**

No declarations of interest were made.

### **209. HIGHWAYS SURVEY SUMMARY**

Members considered the results of the recent Highways Survey and reviewed the overall summary. The following list are those items that were thought could be issues that might possibly be addressed:-

- Cars parking in St Mildred's Road on Fridays/bin collection – ask PCSO to visit the road on Fridays and contact car owners parking there and ask them to park somewhere else to allow access.
- Extend yellow lines from Salvation Army to the Old Bakery.
- General better management of parking – consider business parking permits.
- Investigate the possibility of St Marys Road car park being made available as a public car park to provide more parking.
- Rivers Court – needs elderly crossing signs and if possible a flashing light.
- Repeater speed signs in Monkton Road from Toad Hall to Hoo Farm.
- Rumble strips coming off the roundabout down Tothill Street.
- Revisit the possibility of pedestrian crossings in the centre of the village.
- Reduce speed limit in Foxborough Lane and the Lanes to Sevenscore to 40MPH.
- Improve signage at the bottom of Way Hill to slow traffic approaching from each direction along the lanes.
- Two lane approach to Mount Pleasant roundabout.
- Poor state of road surface in St Mildred's Road and poor state of pavements in Greenhill Gardens.
- Change the junction at Fairfield Road from a give way to a stop sign.

### **210. H2B FUNDING – SECTION 106 WORKS**

It was **AGREED** to arrange a meeting with Richard Heaps –(Kent Highways) to consider the list above to see what can be achieved and what might be funded from section 106 monies remaining.

**211. PARKING RESTRICTIONS AT BUTCHERS**

Members considered an email from Paul and Steve Cliffe (A J Cliffe & Sons Butchers) and Caelen Cheeseman (Greens of Minster). They have been advised by a parking enforcement officer that they cannot park their business vehicles inside the yellow lines on the path in front of their driveways next to the grass verge. They have parked here for 32 years.

**Members AGREED to discuss this further at the meeting to be arranged with Richard Heaps to consider what options might be possible to resolve this issue.**

Meeting closed at 12.45 p.m.

**Signed:**

**Committee Chairman**

**Date:**