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## Minutes of the Meeting of the Roads and Traffic

### Committee held at 8.20pm on Thursday 27 May 2020

**Present:** Mr J Dickie (Chairman), Mr A Burton, Mrs J Butler, Mrs C Jermyn, Mrs A King and Mr S Oversby-Powell

**In Attendance:** Mrs S Heynes (Clerk), Mr A Symonds

**RT003 To receive apologies for absence**

Mr A Burton did not join the meeting.

**RT004 To receive declarations of interest from Members in respect of any matter on the agenda**

Cllrs Dickie and Symonds expressed their interest in item RT008 due to living on London Lane.

**RT005 To approve the minutes of the meeting held on 31<sup>st</sup> October 2019**

The minutes of the meeting held on 31<sup>st</sup> October 2019 were taken as read, confirmed as a true record, and would be signed by the Chairman.

**RT006 To note the Action List**

1) Noted.

2)

**RT007 To ratify the co-option of Cllr Jermyn to the Roads & Traffic Committee**

The Committee unanimously ratified the co-option of Cllr Jermyn to the Roads & Traffic Committee.

**RT008 To review and approve London Lane temporary one-way system and parking restrictions due to commence on 15<sup>th</sup> June 2020, and consider the following:**

a) Additional publicity measures required

The committee resolved to publicise the one-way system on London Lane on the Parish Council website, Facebook page, noticeboards and a leaflet drop to all residents on London Lane and Glebe Road. The Clerk was instructed to contact Village Voice to request this was included in their next edition, and to contact Wilbar to request yellow traffic signs advising advance notice of the change of use of London Lane to be displayed at each end of London Lane approx. 1 week in advance. Councillors Dickie and Symonds would also attempt to contact residents on London Lane to discuss the proposals and accept feedback.

A leaflet would be produced and distributed to all residents on London Lane and Glebe Road explaining the one-way system, including and a map. The issues of safety would be emphasised. Cllr King would finalise the wording and Cllr Symonds would update the map.

Holy Trinity School, Warden Park School and Glebe Road Medical Centre would also need to be notified. Posters would be created to put up in the local area and for use in noticeboards.

- b) Implementation and management of the scheme for its duration  
The Clerk was instructed to establish whether historical raw data was available from the past year for traffic along London Lane. Council resolved to rely on SID data for traffic monitoring, rather than instructing a separate survey.

Council resolved to proceed with implementation of the traffic plan by Wilbar at £1,110 excluding VAT but would not use their daily checking service unless our insurers advised we were not covered. If the Parish Council's PLI would cover this, the daily checks would be managed by staff/Councillors, with Wilbar approved for up to 2 checks per week as necessary at a cost of £75 excluding VAT per visit.

Implementation of the parking restrictions by Wilbar was approved, at a cost to be advised. Enforcement arrangements would be reviewed as the scheme progressed.

- RT009 To review a summary of data obtained from the Speed Indicator Device**  
The data was still to be analysed; a report format would be created by Cllr Butler to enable a comparison of data to be made throughout the one-way scheme along London Lane.
- RT010 To review the location of the Bus Stop at Penlands Green, Hanlye Lane and agree next steps**  
The bus stop sign appeared to have been removed from the location, suggesting the plans to use this place as a bus stop had been abandoned.
- RT011 To note items arising after the preparation of this agenda which the Chairman agrees to take as urgent. Such matters will be for noting only or deferral to a future meeting only**  
The scarecrows in Ardingly were being used to thank the NHS rather than to warn against speeding. Cllr Dickie would keep an eye on them during his daily commute.

Meeting Closed at 8.45pm

Signed \_\_\_\_\_