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Roads & Traffic Committee

Minutes of the meeting held Thursday 8th October 2026

Present: Mrs J White (Chairman), Mr A Burton, Mrs A King, Mrs A Kyle, Mr S Oversby-Powell and Mr M Sheldon

In Attendance: Mrs Kate West (Communications & Admin Officer), Mrs M Dormer and Mrs L Lloyd (County Councillor)

Public question time:

A member of the public attended the meeting to share their concerns on traffic calming issues in the village. They commented that residents should be provided with clearer information regarding the timescales involved in traffic and highways processes. It was considered important to explain the steps involved and to reassure residents that Cuckfield Parish Council was doing all it can to progress traffic-related improvements.

Cllr Lloyd advised that a meeting of West Sussex County Council Full Council was scheduled for Friday 16th October 2026 at which a review of the current 20mph speed limit policy across villages throughout the County would be considered. It was noted that, should the proposed policy be approved, implementation could take more than a year.

Cllr White highlighted the need to recruit additional Speedwatch volunteers. It was agreed that she would contact Holy Trinity Primary School to explore the possibility of speaking to parents, potentially at a future PTA meeting, to encourage participation. Committee also agreed to attend the Craft Market to recruit volunteers and to distribute Speedwatch promotional leaflets to local shops and public houses.

It was mentioned that Roads and Traffic related matters should be the main topic of the scheduled Annual Parish Meeting next March. This would provide an opportunity for residents to hear about the various traffic and highway projects being progressed by West Sussex County Council.

A discussion took place regarding the current application for the 20mph scheme covering the lower village, Ardingly Road and Whitemans Green. Members noted the advice received from West Sussex County Council that the current application should be deferred. It was further noted that withdrawing the application at this stage would require the process to commence again from the beginning. Council decided to progress the 20mph scheme.

Cuckfield Parish Council adopted the General Power of Competence on 7th May 2026, all decisions made during this meeting are done so under this power.

Cllr White advised that Cuckfield Parish Council continued to work proactively with Mid Sussex District Council and West Sussex County Council to progress traffic-calming measures and related applications. However, the implementation of such measures remained the responsibility and financial support of West Sussex County Council.

The member of the public also reported a broken-down vehicle on London Road. Members advised that such incidents should be reported directly to Sussex Police. Cllr White added that increased reporting by residents assists the police in assessing issues and determining any necessary action.

Cllr Sheldon referred to comments made by the Chief Constable of Sussex Police that, "If you don't report it to the police, as far as they are concerned it didn't happen." Members noted that concerns and incidents should be reported through the appropriate channels, such as Sussex Police, West Sussex County Council and Mid Sussex District Council, rather than solely via social media. Members agreed that residents should be encouraged to report concerns and incidents through the relevant authorities to ensure they are recorded in official records and can be acted upon where appropriate.

Following the meeting, Cllr White reported the abandoned vehicle to Mid Sussex District Council. The vehicle was subsequently removed within 24 hours.

RT019 To receive apologies for absence

Cllr Ceccherini offered his apologies which were accepted.

RT020 To receive declarations of interest from Members in respect of any matter on the agenda (*The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it.*)

None

RT021 To approve the minutes of the meeting held on 16th July 2026

The minutes of the meeting held on 16th July 2026 were approved and noted.

RT022 To note the Actions List

All actions were noted.

RT023 To review the budget for this committee

Committee reviewed and noted the budget for the Roads and Traffic committee to date.

RT024 To receive an update regarding the proposed 20mph zone within Cuckfield along London Lane/Broad Street/High & South Street

Members noted that a Community Highways Scheme application had been submitted following advice from WSCC, which had advised that additional traffic evidence could be provided at a later stage. It was further noted that WSCC already held traffic and accident data relating for the area. Members also noted the request of extending the 20mph speed limit throughout the rest of the village, rather than being limited to the village triangle.

WSCC had subsequently suggested that the proposed 30mph speed limit at Tylers Green should be progressed separately and that the current scheme be deferred until further supporting evidence was obtained.

Members discussed the possibility of speed humps as an alternative or complementary traffic-calming measure to a 20mph speed limit. It was noted that any proposal for speed humps would require consultation with residents, but that such measures were generally effective in reducing vehicle speeds throughout the day and night. Members further noted that Cllr White had provided the Assistant Area Highway Manager at WSCC with details of the roads for which accident and speed data had been requested and had identified roads that may be suitable for speed hump consideration. Cllr Burton advised that many of the main roads through Cuckfield formed part of a key emergency route network, which would limit the number of roads where speed humps could be considered.

It was agreed that Cllr White would contact the schools regarding producing an active traffic management plan to use for evidence for the 20mph as soon as possible.

RT025 To receive an update regarding the implementation of a 30mph zone from the roundabout at Tylers Green through to the Bolnore roundabout

Committee noted that a Community Highways Scheme had been completed at the request of WSCC. Subsequently, WSCC advised that a Traffic Regulation Order (TRO) would be a more appropriate mechanism for progressing the proposal. However, following further review, WSCC advised that a TRO would not be suitable as the anticipated cost would exceed £5,000. The matter had now been referred to the Assistant Area Highway Manager at WSCC for further investigation and progression.

Committee voted to continue pursuing the proposed extension of the 30mph speed limit from Tylers Green to the Bolnore roundabout, alongside the ongoing 20mph scheme proposals.

Cllr Lloyd advised that she had requested that West Sussex County Council review the proposal as part of its wider consideration of speed limits in the area. She also confirmed that she would raise the matter with the relevant Cabinet Member and seek consideration of changing the existing 40mph speed limit signs to 30mph.

Members agreed that progressing both the 30mph extension and the 20mph scheme simultaneously would provide the best opportunity to deliver improved road safety measures for residents.

RT026 To receive an update on the traffic projects for the Glebe Road roundabout, railings on London Lane and the yellow hatched box by the old chemist

- The WSCC highway engineers had advised that it was unsuitable due to the presence of driveways joining the roundabout and the prevailing north-south traffic flow taking priority. It was agreed that Cllr White would contact a local traffic engineer for further advice on the feasibility of the roundabout.
- The proposal to install railings on London Lane was not supported due to insufficient footway width, which would adversely affect access for pushchairs and other pedestrians. The item will therefore not be progressed.
- Committee noted that a decision on whether to pursue a yellow hatched box outside the chemist would be deferred until all road re-lining works had been completed. The effectiveness of the newly visible double yellow lines in deterring parking will then be assessed. Should parking issues persist, MSDC will be asked to consider increased enforcement by the Civil Enforcement Officer.
- The bollard at the junction of Broad Street and London Lane had again been damaged. The Assistant Area Highway Manager at WSCC had been asked if a flexible rubber bollard could be provided as a more suitable replacement.

- In relation to Ardingly Road, the Assistant Area Highway Manager at WSCC requested that highway engineers review the available speed data and consider whether additional signage may assist in reducing vehicle speeds. Committee noted that signal-controlled traffic lights could potentially be funded through community fundraising; however, WSCC advised that ongoing maintenance costs would need to be addressed.
- Concerns were raised regarding hazardous parking at the far end of London Lane, where northbound vehicles encounter traffic overtaking parked cars. It was noted that a Traffic Regulation Order (TRO) would be required to introduce parking restrictions. Should the total cost be below £5,000, the scheme could potentially proceed. Costs would include engineering site visits, design work, legal processes and implementation. Cllr White agreed to visit residents to request they park further down the road to reduce risk of accidents on the corner.

RT027 To note the updates from the last Traffic Steering Group meeting and consider the proposed actions

Committee noted the updates from the Traffic Steering committee.

RT028 To note the speed watch results

Committee noted the speed watch data, which indicated little evidence of consistently high vehicle speeds. It was further noted that the 85th percentile speed (excluding the highest and slowest recorded speeds) remained within an acceptable range.

RT029 To note/discuss any accidents added onto the spreadsheet

Committee noted the accidents spreadsheet report.

RT030 To review the quotes for the installation of white gateways to be positioned coming into the village from Ansty and Whitemans Green

Committee noted the quotes and requested that additional quotes were to be sought with different options.

RT031 To receive an update on the verge parking issues on Tylers Green Road

Committee noted that the resident had been advised to take steps such as planting or placing logs on the verge. This item could now be removed from future agendas.

RT032 To review the 20mph petition for circulation

Committee decided to add in an option asking if the residents were in favour of this petition with a "yes/no" answer and proposed that they should add in their postcode instead of confirming they were a Cuckfield resident.

RT033 To discuss moving the 30mph sign at Whitemans Green to include Mill Hall

Committee noted that a Traffic Regulation Order (TRO) would normally be required. Cllr Lloyd confirmed that the sign was not illuminated, and Cllr White advised that she would raise this with WSCC on the basis that, as the sign was unlit, a TRO may not be required in order to relocate it.

RT034 To receive an update on the traffic meeting held on 24th September

Committee received an update following the traffic meeting held on 24th September 2026, as included under the previous agenda item.

It was suggested that residents should be reminded that Cuckfield Parish Council can only request or suggest traffic measures to the relevant highway authorities and Traffic Committee. Any traffic schemes, designs and engineering solutions are developed and assessed by qualified highways professionals.

Members agreed that residents should continue to report traffic, speeding and road safety concerns directly to Sussex Police, as police-recorded data was an important factor when assessing issues and considering enforcement measures.

Committee noted advice from the Traffic Group regarding reports of flooding. Residents should avoid reporting flooding caused by heavy rainfall if it clears within two hours. Where blocked gullies were suspected, residents were encouraged to take photographs if flooding remains after two hours, as conditions may have improved by the time highway engineers attend the site.

RT035 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
None

The meeting closed at 9.21pm

Signed: _____

Next Roads and Traffic meeting: 10th December 2026