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Minutes of the Roads & Footpaths Safety Steering Group meeting held on Wednesday 20th July 2016 at 7.45pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Clive Baker (CB), Gareth Lloyd (GL), Naomi Groves (NG), Tony Ireland (TI). Sue Playford (SP) as Clerk to the council.		
Absent (no apologies received)	Marie Dennis (MD).		
Agenda no	Agenda item title	Resolution	Action
Welcome	Welcome and Introduction around the table.	There was a brief around the table introduction.	SP to keep on file.
RF16/01	Apologies for absence.	Louise Brazier (LB), John Wheeler (JW). JW is also the Borough Councillor for Wootton	SP to keep on file.
RF16/02	Minutes of the previous meeting.	Not applicable – first meeting.	N/A.
RF16/03	Overview by Cllr Lloyd (Chairman, Wootton Parish Council) on how the Roads & Footpaths Safety Steering Group will operate, including all responsibilities.	GL detailed the purpose of the steering group – to work on a set of issues as provided by residents, provide potential solutions to those issues and then get support from residents via petitions/other means before obtaining formal approval from the parish council. After that stage, it was hoped issues could either be passed to JW for implantation (if minor) or Bedford Borough Council's (BBC's) Full Council (if more complex).	GL to circulate an initial draft tender to all members for approval prior to submission to Full Council.
RF16/04	To elect a Chairman (and Vice-Chairman if necessary) of the Roads & Footpaths Safety Steering Group.	Resolved to appoint JW as Chairman and TI as Vice-Chairman. Proposed: GL.	SP to keep on file.

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		Seconded: NG. Resolved by all present.	
RF16/05	To determine a list of all known Road & Footpath issues and make recommendation to Full Council as necessary.	GL detailed the following issues, some of which were already provided with the agenda: • BBC had previously said they were unable to provide a footpath between the Murco garage and Wootton Vale Healthy Living Centre (Fields Road), due to the proximity of a ditch, however GL had spoken to a number of local residents who were in favour of the ditch being piped and covered with a footpath; • There was also a need to widen the footpath on Fields Road North; • It was believed the footpath from Berryfields via Potters Cross was in place, however an area remained unfinished and users would be either walking through the garages or on a road with no footpath; • GL also stated BBC needed to widen the Cranfield Road footpath as residents from Fields Road South would join it via Summerfield Drive/Barnes Road and it was dangerously narrow (again BBC had previously said this was not necessary); • Creation of a footpath between The Chequers PH and Keeley Lane; • TI raised concerns over verge/footpath parking – an issue in several areas. SP explained the parish council was producing leaflets (or possibly postcards) with the backing of BBC and Bedfordshire Police which would be placed on offending vehicles by Street Watch members, requesting they didn't do the same again. GL explained the issues in Manor Road some years ago, when no verge parking signs were erected then removed; • CB stated the width of the footpath from Hall End towards Church Road was inadequate given the high number of users – it was noted works to widen it would come forward via developer contributions when	SP to take forward.

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		building at Fields Road South commenced. GL detailed BBC were asked to include those works as part of the 'Little Wootton' developer contribution agreement – making it a safe route to the lower schools. However BBC merely stated a pelican crossing would be installed for the upper school children; • CB commented on the very poor state of the footpath in Payne Road, particularly near the older semi's; • It was noted plans for housing to abut existing housing between Berryfields and Grovebury Court had been altered – leaving a grass area which could become an area of anti-social behaviour. The same was noted between Berryfields and Monoux Road. There were no footpath links between Berryfields and the existing village – the police architectural liaison officer had requested no through footpaths to isolate crime; • Road layout at Fields Road North was noted – it was difficult for refuse trucks to corner safely in some areas and there was a lack of parking spaces on some roads – NG believed roads would be wider on Fields Road South; • CB was concerned about the play area in Berryfields which had no barriers to stop dogs entering. It was noted this remained the responsibility of GreenSpace (appointed Management Entity by Persimmon Homes); • NG suggested a pedestrian crossing on Bedford Road near the lower school, especially as a replacement lollipop person had yet to be found. The issues below had already been identified ahead of the meeting: • A need for additional parking restrictions throughout the village (this was a finding at the Fun Fest but no location was given). It was noted though, parking restrictions would only be applied to improve safety at road junctions, not to prevent people parking outside	
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		other peoples' houses; • Congestion outside village shops; • Frequency of bus services (some residents are concerned numbers are too high per hour and a request was made at the recent Fun Fest for services to start earlier and later); • Speeding throughout the village. Resolved to take all issues above forward to Full Council for formal approval. Proposed: NG. Seconded: GL. Resolved by all present.	
RF16/06	To address the issue of speeding within the village and make recommendation to Full Council as necessary.	The following speeding restrictions had been circulated ahead of the meeting: • Average Speed Cameras; • Chicanes; • Fixed Speed Cameras; • Speed humps/tables. CB also raised smiley face indicators (Speed Indicator Devices or SIDS). GL detailed it would be necessary to consider pros and cons for each option before choosing a solution and organising petitions to take to Full Council for formal approval. Once approved, issues would pass either to Highways or BBC's Full Council. Known hotspots were identified as Bedford Road, Church Road/Hall End Road and Fields Road. GL stated Kempston Rural were considering average speed cameras along Ridge Road, which could tie in with Wootton, were average speed cameras the preferred choice. After further discussion it was resolved all steering group members would compile a list of pros and cons for each of the above and bring their findings back to the next meeting. GL stated a road plan/map would also be a requirement – he would work on that with SP. Proposed: NG.	All to take forward.

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		Seconded: TI. Resolved by all present.	
RF16/07	To determine how best to recruit volunteers to assist the steering group with gathering ideas, information and signatures and to make recommendation to Full Council as necessary.	NG suggested an open consultation (afternoon/evening) before the petition stage, so residents could see what issues were being discussed (via a draft plan) and offer comments/views. TI added unusual venues be used too, including local pubs. Paper petition: It was hoped each village organisation could nominate someone to help get petition signatures. TI confirmed he would be able to ask the lower school and pre-schools for support – the lower school had already indicated its willingness to facilitate consultations and petitions with parents. SP had contact details for the three churches, scout group and Wootton Vale Healthy Living Centre PPG NG would contact guiding groups/footballers and WI. JW would be asked to contact the upper school. Online petition: Could be accessed via either the parish council survey pages or Survey Monkey. These would be advertised through the village Facebook pages and WPC website. Actions to take forward were: GL – to sort out the survey page; SP – to add information to the parish council’s Facebook page; SP – to add information to Wootton’s Facebook page; GL – to add information to Stop Proposed Housing Facebook page; GL – to add information to Wootton Past & Present Facebook page; TI (wife) – to add information to Berryfields Facebook page. Resolved to action the above issues and report back at the next steering group meeting. Proposed: GL. Seconded: NG. Resolved by all present.	All to take forward.

Meeting closed at 9.05pm.

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