



WOOTTON PARISH COUNCIL

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Minutes of the Roads & Footpaths Safety Steering Group meeting held on Wednesday 19th July 2017 at 7pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Present	Gareth Lloyd (in the chair – GL – parish councillor), Clive Baker (CB), Stuart O'Dell (SO – parish councillor) and John Wheeler (JW – parish councillor). JW is also the Borough Councillor for Wootton. In attendance: Hazel Martin (HM – parish councillor) and Sue Playford (SP) as Clerk to the Council		
Absent (no apologies received)	Tony Ireland (TI).		
Agenda no	Agenda item title	Resolution	Action
RF17/13	Apologies for absence. None.	N/A.	N/A.
RF17/14	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.
RF17/15	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. None.	N/A.	N/A.
RF17/16	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: http://woottonpc.bedsparishes.gov.uk/.</i> Members of the Roads & Footpaths Safety Steering group are asked to receive and adopt the minutes of the Roads & Footpaths Safety Steering group meeting	Resolved to receive and adopt. Proposed: SO. Seconded: JW. Resolved by all present.	SP to keep on file.

Roads & Footpaths Safety Steering Group minutes 19th July 2017

Chairman.....

Page | 1

Date 15th November 2017

	held on 15 th March 2017.		
RF17/17	Matters arising from the minutes – for information only. - RF17/06 + RF17/11 – s106 Developer Contributions. Agreed that JW query an anomaly in the figures (differ of £20k). - RF17/06 + RF17/11 – s106 Developer Contributions. Agreed that JW establish whether funds could be used to upgrade bus stops to make them disable-friendly. Bedford Borough Council has confirmed s106 developer contributions cannot be used to upgrade bus stops as they form part of a specific transport contribution. See Project Action Plan for fuller information. Move to close.	- JW confirmed the anomaly was no longer being investigated but some monies were now being used for the Fields Road footpath widening project. A new department at Bedford Borough Council (Community Infrastructure Levy CIL) would be taking both s106 and CIL queries forward. - For all other issues please refer to Appendix 1.	JW to take forward. SP to keep on file.
RF17/18	To review, amend and approve the Project Action Plan and to take the same to Full Council for formal approval.	Please refer to Appendix 1.	SP to keep on file.

Meeting closed at 8.15pm.



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ROADS AND FOOTPATHS SAFETY STEERING GROUP PROJECT ACTION PLAN 2017-18

Wootton Parish Council (WPC) publishes a Strategic Action Plan annually in May, drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year.

The Roads & Footpaths Safety Steering Group committee will produce its own project plan, to be reviewed and amended as necessary at each committee meeting, after which it will be formally reviewed and approved by Full Council, alongside the Strategic Action Plan.

The Roads & Footpaths Safety Steering Group committee's projects for 2017-18 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Berryfields footpath via Potters Cross – lack of continuity between Potters Cross and Bedford Road	Committee discussion and TI	Mar 17	TBC	Pavement to be installed at the Berryfields entrance/exit in Potters Cross – as far as Bedford Road. Persimmon Homes will tarmac and add bollard(s) – unclear as yet whether they or Bedford Borough Council (BBC) will install lighting. Following a meeting with Andy Prigmore (AP - Service Manager, Highways, BBC) on 15 th March 2017, it remained unclear whether the footpath would now extend as far as Bedford Road due to width restrictions and who would install lighting. JW reported it fell to Persimmon to deal with the footpath. He confirmed it should be tarmacked	JW

Appendix 1

				and include bollards to stop fast access into Potters Cross and have street lights. Potters Cross was too narrow for a footpath unless it were made single track with traffic passing points. It was understood a footpath was part of the original planning application for Berryfields and it was possible Persimmon were in breach of planning conditions. Agreed SP would source the original planning application and conditions to see what was proposed. Any findings to be reported to Paul Rowland, Assistant Director, BBC Planning, for a planning enforcement officer to take forward. Further agreed JW would check the relevant s106 agreement and SP would see if other Bedford Borough Parishes had experienced similar issues with Persimmon.	
Bus stops – upgrade to ensure stops are disable-user friendly	SO	TBC	TBC	WPC resolved 8th March 2017 (FC17/77) to request s106 Developer Contributions be used at six bus stops for all necessary works (including tactile paving and raised kerbs). WPC also requested an additional bus stop near the proposed pedestrian crossing on Fields Road (medical centre side). BBC has confirmed s106 Developer Contributions cannot be used to upgrade bus stops as they form part of a specific transport contribution. Resolved at Full Council 10th May 2017 (FC17/134) to use CIL¹ monies to the same effect and BBC has agreed. SP has passed maps detailing all bus stops to JW/BBC – BBC wish to use their own contractors to undertake the works and a quotation is awaited. SP confirmed the quotation (£40,500) would be	SP/JW

¹ Community Infrastructure Levy

Appendix 1

				taken to Full Council in August. Agreed to leave Fields Road for the time being, given works were proposed along that road to widen the footpath, install a new crossing and resurface it.	
Cranfield Road footpath – too narrow to accommodate pedestrians exiting via Barnes Road	Committee discussion and GL	Mar 17	TBC	Pinch point is outside the old cottages just before the new double mini-roundabout and the Fields Road South (FRS) development will see many pedestrians existing onto Cranfield Road via Barnes Road. AP confirmed the pinch point had been identified but works at present were simply to access the site. Trigger points and therefore timescales were not yet known. It is hoped JW will have further information regarding schedules and timings. It was unclear whether BBC Highways would be able to widen the area in question, given the lack of available land. It was also noted the entrances into the new development along Cranfield Road were too narrow for two cars – could cause back-up issues and accidents. Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward. If none could, then BBC needed to re-consider the current proposal to route pedestrians (including school children) through Barnes Road. Suggestion was made to create a footpath behind Russell Way as an alternative route.	JW
Church Road footpath – too narrow in parts	Committee discussion and CB	Mar 17	TBC	Andy Prigmore to be questioned at the committee meeting on 15th March 2017. AP confirmed the pinch point had been identified alongside the one above – the same information applied. He added land would be taken from highway NOT privately owned land.	SP

Appendix 1

				Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward.	
Fields Road footpath – concerns over shared access space between vehicles and pedestrians	Committee discussion and TI	Mar 17	TBC	GL detailed how the new development at Fields Road South (FRS) would see residents exiting the development via Summerfield Drive onto Fields Road, which they would have to cross to reach the only footpath. Was it possible to have a footpath on the south side of Fields Road, ideally from the Murco garage to the medical centre. AP explained Riparian Law did not cover ditches (it was disputed whether this was a ditch rather than a watercourse), meaning BBC were only responsible for the land to the north edge of the ditch. That, and the risk of pedestrians falling into the ditch meant a footpath in that area was not an option as it wouldn't be wide enough either. GL added a request from WPC to pipe and infill the ditch had been rejected by BBC in the past. s106 Developer Contributions would be available for works to improve the existing footpath. Talks centred around the continued need for a footpath on both sides of the road, to take the pressure away from the Cranfield Road footpath also. It was thought plans to widen the existing footpath were not necessary – IF a footpath on the south side of the road was installed (as above). Agreed JW would ask Dave Bennett, Senior Project Engineer, BBC to meet with members of this committee and SP to establish what, if any, works could be taken forward.	To be appointed

Appendix 1

Lack of safe route to/from school – (Harris Way/Bedford Road sites)	Committee discussion and TI	Jan 18	N/A	TI previously detailed his wish for a safe route between both sites via Monoux Road. It was previously noted Monoux Road residents were already concerned with littering and a good number had attended WPC meeting(s) to strongly object to any such proposal. TI had then stated the possibility of a gated area with a Public Space Protection Order. Now Potters Cross was open, agreed to leave this on file for 12 months. Any further spend should be put towards ongoing improvements to the Potters Cross route, rather than creating further one(s)	N/A
Pedestrian crossing on Bedford Road between Mephram Road and Cause End Road roundabout	Gerald Bygraves (non-committee member)	Mar 17	TBC	Request was made by residents from Hanover Court as they struggle to cross Bedford Road due to speeding traffic. AP confirmed BBC could survey the area and look at the potential for demand, and assess those likely to use one. It was noted in addition to residents at Hanover Court, a crossing would be used by children walking to Bizzy Bees and also Harris Way lower school (via Potters Cross). Costs would be in the region of £10k for an island, £40k for a zebra crossing and £85k for an electronic-style crossing. Resolved at Full Council 10th May 2017 (FC17/132) to take the proposal forward, starting with Bedfordshire Police. JW detailed his aim to secure a new crossing outside the Lower School (Bedford Road). A traffic study had been completed – a pedestrian movement study would take place in September. It was recognised the proposal for Hanover Court may not be taken forward if the Lower School proposal was.	SP

Appendix 1

				Agreed to push for the installation of an island crossing near Hanover Court, once the Lower School crossing was in place.	
Recruitment of volunteers to assist with gathering ideas, information and signatures	Committee discussion	Mar 17	TBC	Previously resolved to action: • Sort survey page (GL); • Add information to WPC's Facebook page (SP); • Add information to WPC's website (SP); • Add information to "Stop Proposed Housing" and "Wootton Past & Present" Facebook pages (GL); • Add information to "Berryfields" Facebook page (TI). Further information on speed restrictions was needed before actioning the above, after which discussions were needed regarding petitions/consultations ahead of completing this PAP.	To be appointed
Speed restrictions – identifying what would work best and in what areas	Committee discussion	Mar 17	TBC	GL previously produced a list of pros and cons and TI detailed Sustrans (Safe Routes concept), providing information on surface treatments, kerb buildouts and 'change in priority' markers (like chicanes). The preferred speed restriction for Wootton was Average Speed Cameras (ASC's). It was noted ASC's had worked well in other parishes and AP confirmed they were most effective in reducing speeding. It was important to ensure their locations did not permit vehicles to use other routes – it was noted cars only travelling along a section of cameras before turning into side streets would still travel at reduced speed if they were following others passing through the village in its entirety. AP recommended four sets of cameras at the following locations:	To be appointed

Appendix 1

				• Bedford Road – between Keeley Lane and Mepham Road and also Mepham Road to Cause End Road; • Bedford Road – between Cause End Road and Fields Road; • Fields Road – to the village exit. It was noted WPC would need the support of residents before proceeding further, and police support also. Speeding data recorded is validated at police HQ and is labour-intensive as it has to be done manually. All monies raised go to central government. Costings were expected to be in the region of £90k and BBC received no funding from central government. As a result, no installations were currently ongoing although funding may be available in the future. AP was unsure on timescales but did suggest WPC consider using Community Infrastructure Levy (CIL) monies. To move forward AP suggested SP contact John Loughlin (Traffic Management Police) to arrange for a black box (traffic data recording device) to be installed at appropriate points in Bedford Road and Fields Road to collate speed statistics. This evidence base and possibly petition(s) would highlight the community's wish for ASC's (john.loughlin@bedfordshire.pnn.police.uk) Resolved at Full Council 10th May 2017 (FC17/132) to take the proposal forward without amendment. SP received figures from John Loughlin which included data for Fields Road, Keeley Lane and Church Road. However, John had stated the police placed boxes in situ to cover speed complaints – it was for BBC to collect data for ASC projects.	
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Appendix 1

				It was recognised Fields Road and Keeley Lane were speeding hotspots – agreed to ask Speed Watch to focus on both areas and leave the issue of ASC's on file for the present time. Further agreed to include an article in the December Wootton Newsletter reinforcing the need to comply and stick to the speed limit – including the statistics provided by John Loughlin. Further agreed SP would obtain costings for Speed Indicator Devices (SID) – for all village entrance points.	
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To be reviewed at each committee meeting.