



WOOTTON PARISH COUNCIL



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Minutes of the Roads & Pavements Safety Steering Group meeting held on Wednesday 16th January 2019 at 7pm in The Hub, Wootton New Life Methodist Church, Cause End Road.

Agenda no	Agenda item title		Power
Open Forum	There were no members of the public or press present and so the meeting continued without adjournment.		Public Bodies (Admissions to Meetings) Act 1960, s1(1).
Present	Gareth Lloyd (GL – parish councillor – in the chair), Clive Baker (CB), Hazel Martin (HM – parish councillor), Stuart O'Dell (SO – parish councillor) and John Wheeler (JW – parish councillor – arrived 7.35pm). JW is also the Borough Councillor for Wootton. In attendance: Sue Playford (SP) as Clerk to the Council.		
Absent (no apologies received)	None.		
Agenda no	Agenda item title	Resolution	Action
RP19/001	Apologies for absence. Tony Ireland (TI).	Noted for the minutes.	SP to keep on file.
RP19/002	Disclosure of local and/or disclosable pecuniary interests. No disclosures made.	N/A.	N/A.
RP19/003	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded. No requests received.	N/A.	N/A.
RP19/004	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website:</i>	Resolved to receive and adopt. Proposed: SO.	SP to keep on file.

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	http://woottonpc.bedsparishes.gov.uk . Members of the Roads & Pavements Safety Steering group are asked to receive and adopt the minutes of the Roads & Pavements Safety Steering group meeting held on 21 st November 2018.	Seconded: HM. Resolved by all present.	
RP19/005	Matters arising from the minutes – for information only. Please refer to the Project Action Plan for fuller information.	N/A.	N/A.
RP19/006	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 7.50pm.

RP19/006**ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2018-19**

WPC² publishes a SAP³ annually in May, drawn from the budget which is formally set in January and which includes project expenditure for the upcoming year. The R&PSSG⁴ committee will produce its own PAP, 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 SAP.

Please refer to earlier published minutes of this Steering Group for PAP information relating to 2018 and/or earlier. These are available to view either via the Clerk to the Council or at: https://woottonpc.bedsparishes.gov.uk/files/index?folder_id=3322934

The Roads & Pavements Safety Steering Group committee's projects for 2018-19 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Berryfields pavement via Potters Cross – lack of continuity between Potters Cross and Bedford Road. (Now including pedestrian crossings in Harris Way and lack of lighting in the same area)	Committee discussion and TI.	Ongoing – carried forward from 2017-18.	Persimmon to finance.	<u>16th January 2019</u> Thomas Emmett (Team Leader Development Infrastructure, Engineering Services, BBC ⁵) confirmed Potters Cross works would be programmed in the next two months, via email. JW to circulate the plans to all once received. Thomas Emmett (again via email) also confirmed he had requested Persimmon Homes relocate the Harris Way pedestrian crossing nearer to the school frontage and away from the bus loop roundabout/island. This must be subject to the installation of dropped kerbs (if needed). JW added a	BBC/Persimmon.

¹ Project Action Plan.

² Wootton Parish Council.

³ Strategic Action Plan.

⁴ Roads & Pavements Safety Steering Group.

⁵ Bedford Borough Council.

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				further crossing would be added near the shops. JW to circulate those plans also when received (including exact location). It was noted a number of street lights around the Folkes Road/Harris Way junction were out, and along Harris Way (towards the community centre and newly opened playground) – a health and safety issue especially given more people would be using that play facility. JW to establish whether street lighting in that area has been completed.	
Berryfields Estate (infrastructure).	GL.	May 18.	Persimmon to finance.	<u>16th January 2019</u> Request made that WPC be notified when Persimmon have completed all infrastructure works so they can be checked before BBC agree to adopt the area. JW to oversee.	GL/SO. BBC/Persimmon.
Cause End Road leak.	Various.	Ongoing – carried forward from 2017-18.	BBC/Anglian Water.	<u>16th January 2019</u> Initial works did not locate the cause of the leak and are continuing. Resurfacing will be undertaken from the Church End of Cause End Road to opposite 22 Cause End Road.	BBC/Anglian Water.
Cranfield Road – 30MPH.	Resident.	Ongoing – carried forward from 2017-18.	BBC.	<u>16th January 2019</u> The lighting is still only energised in part.	BBC.
Cranfield Road – flooding.	GL.	Ongoing – carried forward from 2017-18.	Not yet identified.	<u>16th January 2019</u> No further update available – JW and SP continue to chase.	BBC/Developer.

Appendix 1

Church Road pavement – too narrow in parts.	Committee discussion and CB.	Ongoing – carried forward from 2017-18.	FRS ⁶ to finance.	<u>16th January 2019</u> No further update available – JW and SP continue to chase.	BBC/Developer. GL.
Fields Road pavement – concerns over shared access space between vehicles and pedestrians.	Committee discussion and TI.	Ongoing – carried forward from 2017-18.	Goodmans (North) and BBC/WPC (South).	<u>FIELDS ROAD NORTH</u> <u>16th January 2019</u> Thomas Emmett confirmed via email he was awaiting programme dates from the developer. The proposed crossing by Wootton Vale Healthy Living Centre would follow once Fields Road was resurfaced – anticipated 2020. Concerns were still raised over pavement parking – *SP confirmed she and JW were hoping to meet with John McKinney (Community Safety & Resilience Service Manager, BBC) to discuss introducing a Public Space Protection Order similar to Luton Borough Council's, which targeted several areas of concern including pavement/inconsiderate parking issues. Civil Enforcement Officers at Luton Borough Council can ticket where necessary and the wish is to lobby BBC to implement the same. TI to provide the recommendation report used at Luton Borough Council. JW to establish if this issue can be raised via BBC's Overview & Scrutiny Committees. <u>FIELDS ROAD SOUTH</u> <u>16th January 2019</u> Allan Burls to deliver his feasibility study report, end of January 2019.	Goodmans/BBC. WPC/BBC/GL.

⁶ Fields Road South
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Appendix 1

Pavement parking – various sites including Cause End Road (near the One Stop shop), Fields Road, Mephram Road, Neale Way and Sherwood Close. (To include also the pavement by the Legstraps PH) and issues within “Little Wootton”.	Residents.	Ongoing.	Not yet identified.	<u>16th January 2019</u> SP, JW and SO continue to chase BBC for an update on the advisory white lines trial (and also outstanding yellow lining requests). *See above.	Not yet appointed.
Pedestrian crossings on Bedford Road between Mephram Road and Cause End Road roundabout and outside the lower school.	Gerald Bygraves (non-committee member).	Ongoing.	£60k and £10-£12k.	<u>16th January 2019</u> No further update available.	BBC/WPC.
Speed restrictions – identifying what would work best and in what areas.	Committee discussion.	Ongoing.	Not yet identified.	<u>16th January 2019</u> Resolved at Full Council 12 th December 2018 (FC18/325) that an ASC ⁷ project be taken forward using CIL ⁸ monies. JW to investigate whether BBC funding may be available.	Not yet appointed.
Wootton Village Entrance Sign (Cranfield Road).	Jeff Noakes (non-committee member).	Ongoing.	Not yet identified.	<u>16th January 2019</u> No further update available.	BBC/Developer.

To be reviewed at each committee meeting.

⁷ Average Speed Camera

⁸ Community Infrastructure Levy