



WOOTTON PARISH COUNCIL



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WoottonParishCouncilBedfordshire

You are invited to attend a Roads and Pavements Safety Steering Group meeting on
Wednesday 17th January 2024 at 7pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ
for the purpose of transacting the following business:

Agenda no	Agenda item title	Power
Open Forum	<i>(Members of the public are welcome to present any matter relevant to the wellbeing of Wootton Parish and each parishioner will receive the attention of the council for a period not exceeding 3 minutes, with a maximum of 15 minutes in total. Please contact the Clerk no later than the morning of the meeting if you wish to do so). Recording, including filming, audio recording, taking photographs, blogging, tweeting and the use of other social media websites is permitted at council meetings which are open to the public. Anyone wishing to do so <u>MUST</u> speak to the chairman prior to the meeting as the parish council has an Audio-Visual Recording, Filming and Photographing of Meetings/Committee Meetings policy, which must be adhered to.</i>	Public Bodies (Admissions to Meetings) Act 1960, s1(1).
RP24/001	Apologies for absence.	Local Government Act 1972, s85 (1+2) & Sch 12, Part VI, p40.
RP24/002	Disclosure of local and/or disclosable pecuniary interests.	Localism Act 2011, Ch 7, s31.
RP24/003	To consider any dispensation requests received by the Clerk in relation to local and/or disclosable pecuniary interests, not previously recorded.	Localism Act 2011, Ch 7, s33.
RP24/004	Report from outside organisations – for information only. None.	N/A.
RP24/005	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.
RP24/006	Minutes of the previous meeting. <i>Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/.</i> Members of the Roads and Pavements Safety Steering Group are asked to receive and adopt the minutes of Roads and	Local Government Act 1972, Sch 12, Part VI, p41 (1).

	Pavements Safety Steering Group meeting held on 15 th November 2023.	
RP24/007	Matters arising from the minutes – for information only. Please inform the Clerk by Tuesday 16th January 2024 if you have information or a query on any item below. The Chairman may request around the table updates at this meeting.	N/A.
RP24/008	To review, amend and approve the Roads and Pavements Safety Steering Group Project Action Plan and to take the same to Full Council for formal approval.	Localism Act 2011, Ch 1, s1-8.

Sue Edgar Playford

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Sue Edgar Playford BA (Hons) PSLCC AICCM,

Clerk to the Council and Responsible Financial Officer,

10th January 2024.

ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2023-24

WPC² publishes a BAP³ 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 BAP.

Please refer to earlier published minutes of this Steering Group for PAP information relating to 2023 and/or earlier. These are available to view either via the Clerk to the Council or at: <https://wootton-pc.gov.uk/parish-council/committees/roads-pavements/>

The Roads & Pavements Safety Steering Group committee's projects for 2024-25 are:

Issue	How identified?	Timescale	Budget	Action/Update	Project Manager
Bedford Road pavement trip hazard (new development at 16-18 Bedford Road).	Cllr O'Dell.	2024.	BBC/ Developer to finance.	<u>15th November 2023</u> BBCllr/Cllr Wheeler confirmed remedial works had been undertaken but not to a satisfactory standard. It was noted BBC were in talks with the developer to bring the area up to a satisfactory standard. <u>17th January 2024</u> BBCllr/Cllr Wheeler has confirmed a temporary repair has been effected, however the developer still needs to resurface the area to make good.	Cllr O'Dell.
Bedford Road surface water issue (in the vicinity of the Memorial Hall)	Cllr O'Dell.	Ongoing.	BBC/ Anglian Water	<u>17th January 2024</u> Cllr O'Dell has raised an ongoing issue with BBC regarding surface water which continues to sit on the road, despite previous investigative measures.	Cllr O'Dell.
Berryfields Estate (infrastructure).	Cllr Lloyd.	Ongoing.	Persimmon to finance.	<u>Summary of 2023</u>	Cllrs Lloyd and O'Dell. BBC/Persimmon.

¹ Project Action Plan.

² Wootton Parish Council.

³ Business Action Plan.

⁴ Roads & Pavements Safety Steering Group.

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				BBCllr/Cllr Wheeler had chased BBC on the following outstanding issues: - No waiting signage was still required on Harris Way and bus gate signage was required on Ashpole Avenue. Both issues were being progressed by Persimmon Homes; - Works had not yet been completed to remedy the poorly-lit pedestrian crossing on Folkes Road. BBC had informed BBCllr/Cllr Wheeler it was satisfied the pedestrian crossing met health and safety guidelines, however BBCllr/Cllr Wheeler confirmed he would continue to argue it did not. <u>17th January 2024</u> No waiting signage has now been installed on Harris Way, as has bus gate signage on Ashpole Avenue. It is hoped an update on the poorly-lit pedestrian crossing on Folkes Road will be provided at this meeting.	
Berryfields Estate (road signage).	Cllr Lloyd.	Ongoing.	BBC/ Persimmon.	<u>Summary of 2023</u> Cllr Lloyd provided BBC with a report which detailed several misleading road signs. A further, more detailed report was not produced as BBC had yet to act on the original report. Examples include signage indicating a dead end when none exists. <u>15th November 2023</u> BBCllr/Cllr Wheeler confirmed this was part of an ongoing programme of works that will need to be completed before BBC adopted the infrastructure.	Cllrs Lloyd and O'Dell.

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				<u>17th January 2024</u> BBCllr/Cllr Wheeler has received no further update to date.	
Burgoyne Avenue speed measures.	Residents.	2024.	BBC.	<u>17th January 2024</u> Concerns have been raised that existing speed cushions do not restrict vehicles to 20MPH – speeding remains an issue. BBC has confirmed once the roads are adopted by them a feasibility study can be undertaken to see whether additional measures are required. It is hoped an update will be provided at this meeting.	BBC.
Cranfield Road speeding issues and pedestrian crossing issues.	Resident (who will be in attendance at this meeting).	2024.	BBC.	This issue was the first determined within this PAP. <u>15th November 2023</u> A resident raised concerns that vehicles continued to speed down Cranfield Road if they were only passing one of the pair of Average Speed Cameras now installed. The following suggestions were made (BBC and member responses are noted in blue): • Install a regular (static) speed camera. It was not possible to site a static speed camera between a pair of average speed cameras. • Change the speed limit to 20MPH. *See below. • Install warning signage not to speed – ‘Speeding Kills’ or similar; BBC confirmed it had to conform to legislation which prevented the installation of such signage. • Install barrier fencing to ensure the better safety of pedestrians.	BBC.

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				BBC confirmed there was insufficient room along this footway to install a barrier. A barrier must be set back a minimum of 450mm – 600mm from the road edge, which would leave less than one metre – insufficient to allow a double buggy to pass. In relation to Burgoyne Avenue, it was noted the addition of full-length road bumps would only be considered after BBC had adopted the road and it was agreed to add that issue to this PAP ahead of the next meeting of this steering group. The same resident also raised concerns over the poorly positioned pedestrian crossing at the top of Cranfield Road near the junctions with Bedford/Church/Fields Road. The following suggestions were made and taken forward by BBCLr/Cllr Wheeler ahead of this meeting. BBC and member responses are noted in blue. Remove the (almost blind) crossing and install barrier fencing to stop pedestrians crossing in that area; BBC had received no crossing concerns in the 5+ years since it had been installed. It had noted overhanging vegetation on the Church Road side which would reduce visibility of oncoming vehicles and would be taking steps to have it cut back to the highway boundary. The same response as noted above was made in relation to the barrier request. It was noted WPC had offered solutions to BBC to alleviate the pinch point on Cranfield Road, but none were taken forward and WPC had reluctantly moved the issue to close. There had also been	
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				historic talks to close Cranfield Road to all vehicles, however this was not supported by WPC. • Install a pedestrian crossing on Bedford Road; BBC had previously looked at the possibility of installing a crossing at the point(s) noted in Appendix Two. It had concerns any crossing between the two roundabouts would present a safety hazard, with drivers focusing on other vehicles rather than pedestrians. • Add warning road markings in the vicinity of the pedestrian crossing; BBC cited current legislation, which stated zig zag markings were not permitted on approaches to roundabouts. The way to prevent vehicles from parking would be to install yellow lines. It was noted there were yellow lines on the northern side of the roundabouts, but not on the southern side. BBC had no budget for any further lining works however and after discussion it was resolved not to take that suggestion forward in any event, as vehicles were not known to park in that area. • Install signage on all roads warning of a pedestrian crossing. BBC again confirmed it was bound by legislation which did not permit the addition of signage stating caution signage near a pedestrian crossing. *The resident also provided a detailed report ahead of the meeting in relation to the implantation of	
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				20MPH speed limits across the village – refer to Appendix Two. It was noted all areas within the Berryfields and Berry Wood/The Kilns Estates were a 20MPH zone. WPC had recently submitted a request to BBC that all roads elsewhere in the village also be made a 20MPH, save for the main routes (Bedford, Church, Cranfield, Fields, Hall End Roads and Keeley Lane). These would remain 30MPH and would be/were already being served by average speed cameras, although it was noted WPC may look to subsequently request these also be reduced to 20MPH. After detailed discussion, the resident in attendance agreed to raise a petition calling for all roads to be made 20MPH which would be submitted to BBC (as Local Highways Authority) for consideration. BBCLr/Cllr Wheeler confirmed he had already submitted their redacted report to BBCLr Jim Weir and invited the resident to attend a meeting at Borough Hall with all relevant stakeholders to discuss this proposal in greater detail. <u>17th January 2024</u> It is hoped an update will be provided at this meeting in relation to: • The addition of full-length road bumps after BBC has adopted Burgoyne Avenue; • The resident's petition for all roads to be made 20MPH (to be submitted to BBC as the Local Highways Authority) and BBCLr/Cllr Wheeler's invitation for the resident to attend a meeting at Borough Hall to discuss the proposal in greater detail.	
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Hoo Close (behind Lorraine Road).	Residents.	Ongoing.	BBC/ Crown Estate	<u>17th January 2023</u> Concerns have been raised over the poor state of a wooden bridge leading from Hoo Close behind Lorraine Road into Crown Estate-owned land. The clerk has contacted The Crown Estate and also Bedford Borough Council to establish which entity has responsibility and in what areas.	BBC/Crown Estate.
Pavement/all parking issues – including white and yellow lining – village wide.	Residents.	Ongoing.	Not yet identified.	<u>Summary of 2023</u> Yellow lining works remain incomplete at the junction of Hall End Road and Hilly Lane. <u>15th November 2023</u> Completion of yellow lining along Hall End Road at the junction of Hilly Lane remained outstanding. It was noted the police should be able to take enforcement action to remove the obstructing vehicle and BBCllr/ClIr Wheeler was asked to continue to chase for these lining works to be completed. A request for additional yellow lining at Hall End (frontage of The Chequers PH car park) was received and taken forward with BBC. <u>17th January 2024</u> Bedford Borough Council has confirmed it would cost £1,500 to add yellow lining at the frontage of The Chequers PH car park but has also stated it does not believe they are required at that location. Vehicles are parking over a dropped kerb therefore if the owner notifies BBC's Parking Services Department, a Civil Enforcement Officer will be able to issue a Penalty Charge Notice. No further update has been received in relation to the outstanding yellow lining works the other side of the road in that location.	ClIr O'Dell.

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				<u>WHITE LINING</u> <u>Summary of 2023</u> White lining works at numerous locations within the village including the double mini roundabouts on Fields Road remain outstanding. <u>15th November 2023</u> BBClr/Cllr Wheeler confirmed BBClr Weir was following up on why these works remained outstanding. <u>17th January 2024</u> BBClr/Cllr Wheeler has confirmed these works have now been completed. <u>PAVEMENT PARKING</u> <u>Summary of 2023</u> No further update was received in relation to Central Government's consultation on pavement parking: https://www.gov.uk/government/consultations/managing-pavement-parking. <u>15th November 2023</u> Information published on Central Government's website states feedback was being evaluated and further information will be provided in due course (29th June 2023). Cllr O'Dell agreed to take this up with Alistair Strathern MP, in a personal capacity. <u>17th January 2024</u> It is hoped an update will be provided at this meeting.	
Pavements and Roads – all resurfacing/remedial works.	Resident.	Ongoing.	BBC.	<u>PAVEMENTS</u> <u>17th January 2024</u>	BBC.

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				Refer to Appendix Two. <u>ROADS</u> <u>17th January 2024</u> Refer to Appendix Two.	
Sanders Way – dropped kerbs (to include additional areas also along Lorraine Road)	Request from resident.	Ongoing.	BBC.	<u>15th November 2023</u> BBCllr/Cllr Wheeler had chased BBC on the following outstanding works: - Lorraine Road dropped kerbs – both the original works (now completed) that required the addition of tactile paving and the additional areas subsequently requested by WPC; - Foster Road dropped kerb (requested by BBCllr Abood without reference to WPC). BBCllr/Cllr Wheeler subsequently requested the addition of bollards to stop the area being used as a car park. The need for the addition of bollards was reinforced at this meeting. <u>17th January 2024</u> BBC has confirmed works on Lorraine Road should commence/have commenced this week.	BBC.
Speed restrictions/concerns – various areas.	Committee discussion.	Ongoing.	Not yet identified.	<u>SPEED CAMERAS</u> <u>Summary of 2023</u> All outstanding areas should have cameras installed by the end of 2024.	Cllr Lloyd.

To be reviewed at each Roads & Pavements Safety Steering Group meeting.

Roads & Pavements Safety Steering Group RP24/008a					
Pavements – programmed by BBC (2023/24)		Pavements – requested by WPC (not yet programmed by BBC)		Pavements – future requests for BBC programming (2024/25)	
Area	Comments	Area	Comments	Area	Comments
Monoux Road.	24.5.23 - works have been completed.	Foster Way (now including Foster Road, Neale Way, Neale Road and Thorpe Way).	Foster Way was initially requested, but members resolved to extend the area to include the whole estate (LARP23/022). 15.11.23 – BBCLr/Cllr Wheeler confirmed these areas had been scored by BBC but it was unclear whether they had yet to be programmed.	ALL AREAS.	15.11.23 – BBCLr/Cllr Wheeler stated this steering group should identify any areas for resurfacing works at its January 2024 meeting, to enable early programming by BBC.
Payne Road.	15.11.23 - works have been completed.			Lorraine Road.	15.11.23 – BBCLr/Cllr Wheeler confirmed this area had been scored by BBC and had been programmed for BBC's 2024/25 works. 17.1.24 – the Clerk has received a further request for this pavement (in full) to be resurfaced by a mobility scooter user who has raised concerns over historic and poorly remedied utility works.
				To be confirmed	17.1.24 – Members will be asked at this meeting to put forward pavement areas forward for programming by BBC in 2024-25.
Roads – programmed by BBC (2023/24)		Roads – requested by WPC (not yet programmed by BBC)		Roads – future requests for BBC programming (2024/25)	
Area	Comments	Area	Comments	Area	Comments
Cause End Road (vicinity of Tesco's).	BBC had previously stated works would commence when utility works had been completed. BBCLr/Cllr Wheeler asked for the works to be expedited as the road continued to deteriorate and was a severe hazard. 24.5.23 – temporary patching	Hall End Road (adjacent to the upper school).	A resident reported significant potholes along Hall End Road which were causing traffic to cut the corner, driving towards oncoming traffic. BBCLr/Cllr Wheeler confirmed the area has already been marked out and that BBC would resurface the area from Wootton Park Farm to the first dwelling on the left (heading towards The Chequers Inn PH).		

Appendix Two

	works would be carried out ahead of a full resurface. BBCllr Weir agreed to chase BBC for a further update regarding timescales and plans for full resurfacing works (it was recognised delays had been caused by utility companies working in the area). 20.9.23 – BBC had programmed resurfacing works for February 2024. 15.11.23 – Utility works were ongoing and should be completed before the scheduled resurfacing works in February 2024.		20.9.23 – BBCllr/Cllr Wheeler confirmed these areas had been scored by BBC but it was unclear whether they had yet to be programmed.		
		Lorraine Road (top of Cause End Road closest to St. Mary's Church to Lorraine Road cemetery entrance).	A resident had requested these works; however BBC stated the area currently fell below its investigation levels. The area would be monitored and repaired, as necessary.	ALL AREAS.	15.11.23 – BBCllr/Cllr Wheeler stated this steering group should identify any areas for resurfacing works at its January 2024 meeting, to enable early programming by BBC.
		Mepham Road (Bedford Road to Hollies Walk).	A resident had requested these works; however BBC stated the area currently fell below its investigation levels. The area would be monitored and repaired, as necessary.		
				To be confirmed	17.1.24 – Members will be asked at this meeting to put forward road areas forward for programming by BBC in 2024-25.

To be reviewed at each Roads & Pavements Safety Steering Group meeting.