



WOOTTON PARISH COUNCIL



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Minutes of the **Roads and Pavements Safety Steering Group** meeting held on
Wednesday 15th January 2025 at 7pm at Wootton Community Centre, Harris Way, Wootton, MK43 9FZ.

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	Cllrs Lloyd (in the chair), Lincoln, Noakes, Randell and non-councillor member Clive Baker (CB). In attendance: Sue Edgar Playford (Clerk to the Council and Responsible Financial Officer).			
Absent (no apologies received)	Tony Ireland (TI).			
Agenda no	Agenda item title	Resolution	Action	Power
RP25/001	Apologies for absence. Cllr Bygraves and O'Dell.	Noted for the minutes.	Clerk to keep on file.	Local Government Act 1972, s85 (1+2) & Sch 12, Part VI, p40.
RP25/002	Disclosure of local and/or disclosable pecuniary interests. None.	N/A.	N/A.	Localism Act 2011, Ch 7, s31.
RP25/003	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.	Localism Act 2011, Ch 7, s33.
RP25/004	Report from outside organisations – for information only. None.	N/A.	N/A.	N/A.
RP25/005	List of correspondence received (copies of correspondence can be requested from the clerk) – for information only. None.	N/A.	N/A.	N/A.
RP25/006	Minutes of the previous meeting.	Resolved to receive and adopt.	Clerk to keep on file.	Local Government Act 1972, Sch 12,

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Chairman.....

Date 19th March 2025

Signed at Full Council.....

	Minutes are published on the Wootton Parish Council website: https://wootton-pc.gov.uk/parish-council/minutes/ . Members of the Roads and Pavements Safety Steering Group are asked to receive and adopt the minutes of Roads and Pavements Safety Steering Group meeting held on 20 th November 2024.	Proposed: Cllr Lincoln. Seconded: Cllr Randell. Resolved by all present.		Part VI, p41 (1).
RP25/007	Matters arising from the minutes – for information only. Please refer to the Project Action Plan for fuller information.	N/A.	N/A.	N/A.
RP25/008	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. Appendix One.	Resolved to review, amend and approve the Project Action Plan and take the same to Full Council for formal approval. Proposed: Cllr Noakes. Seconded: Cllr Randell. Resolved by all present.	Clerk to take forward.	Localism Act 2011, Ch 1, s1-8.

Meeting closed 7.23pm.

ROADS AND PAVEMENTS SAFETY STEERING GROUP PAP¹ 2024-25

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 2024 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.	2025.	BBC/ Developer to finance.	<u>17th July 2024</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, the repairs had been effected in part, however this section of pavement was scheduled for full resurfacing works as part of The Cock Inn to Post Office works. BBC ⁵ would apportion the necessary charges to the developer. <u>15th January 2025</u> BBC confirmed full resurfacing works should be completed by the end of this financial year.	Cllr O'Dell.
Burgoyne Avenue speed measures.	Residents.	2024.	BBC.	<u>17th January 2024</u> Concerns had been raised that existing speed cushions did not restrict vehicles to 20MPH – speeding remained an issue.	BBC.

¹ Project Action Plan.

² Wootton Parish Council.

³ Business Action Plan.

⁴ Roads & Pavements Safety Steering Group.

⁵ Bedford Borough Council.

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				<u>17th July 2024</u> Members resolved this item should remain on the project action plan until the adoption process was complete – at which time this safety steering group would again lobby for additional speed measures and request the presence of Wootton’s Speed Watch group.	
E-Scooters.	Cllr O’Dell.	Ongoing.	N/A.	<u>17th July 2024</u> Cllr O’Dell requested this safety steering group record its concerns over the illegal use of e-scooters on roads and pavements within the village. A usage trial was currently in place in Milton Keynes however this only covered rented e-scooters. Non-rented devices could not be used on a public road, pavement or cycle lane without fulfilling strict criteria. Fuller details can be found here. Members resolved this safety steering group had concerns over illegal usage within the village and the same recommendation was made to Full Council. Cllr Tyerman and BBCllr/Cllr Wheeler agreed to raise this at BBC’s Full Council meeting in September, at which Bedfordshire’s Police and Crime Commissioner would be in attendance. Both also agreed to email North Bedfordshire’s Rural Community Policing Team to make them aware of the same concerns. BBCllr/Cllr Wheeler was also requested to speak to the schools to request a ban on e-scooters being taken onto school land/property. <u>18th September 2024</u> Cllr O’Dell had the opportunity to raise this issue at a Police Community Priority Setting meeting on 26th July 2024 and was informed this was already a	Cllr O’Dell.

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				concern they were monitoring. BBCllr/Cllr Wheeler confirmed the Police and Crime Commissioner would be attending BBC's Full Council meeting on 9th October 2024 and would be questioned on the same issue. <u>15th January 2025</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting, this was an ongoing issue and Bedfordshire Police should be contacted when known and persistent offenders were seen (via 101 or online), as they could intervene and potentially destroy the scooters. Move to close.	
Fields Road/ Summerfield Drive – dropped kerbs.	Cllr Hensher.	Ongoing.	BBC.	<u>17th July 2024</u> Cllr Hensher raised concerns that pedestrians crossing the top of Summerfield Drive or Fields Road (in the same area) had no dropped kerbs or tactile paving in either location. A request was made to bring this request back to the next meeting of this safety steering group. <u>18th September 2024</u> A proposal for dropped kerbs and tactile paving as detailed above was discussed at this meeting. After discussion, BBCllr/Cllr Wheeler agreed to request a site visit with engineers from BBC's Highways Department to better discuss options for this area. No recommendation was made to Full Council at this stage. <u>20th November 2024</u> BBC confirmed it had no budget in this financial year to extend the existing pavement in this area but had programmed in a scheme to add dropped kerbing.	BBC.

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				As this was now with BBC, no recommendation to Full Council was necessary. <u>15th January 2025</u> Cllr Lloyd stated dropped kerbs had been added on one side of Summerfield Drive (south to north/north to south of Fields Road). Move to close.	
Fields Road pavement pinch point.	BBC.	Ongoing.	BBC.	<u>17th July 2024</u> Talks had resurfaced again in relation to the one area along Fields Road pavement (north) which was not piped or infilled during works to widen the pavement between Bedford Road and the Berryfields roundabout. Those works were to provide a three metre (or such width as could be achieved within the highway) footway/cycleway as detailed within a Planning Obligation by Deed of Agreement (s106 Agreement) dated 16th May 2018, between BBC and Goodman Logistics Bedford (GP) LLP (Acting as General Partner of Goodman Logistics Bedford (UK) LP), Goodman Logistics Bedford Nominee (UK) Ltd and Goodman Real Estate (UK) Ltd. Members were asked to support a proposal this area now be piped and infilled (costings to be borne by BBC) noting that: • The pavement was a designated safe route to school. • The pavement was detailed within the s106 agreement referenced above as a shared footway/cycleway. Removing the pinch point would provide safer access for all. • The adjacent bus stop was used by a significant number of bus users following changes to the bus route and removing the pinch point would provide a bigger and safer area for waiting.	BBC.

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				Members resolved to support the proposal, make the same recommendation to Full Council and inform BBC of the same. <u>18th September 2024</u> BBCllr/Cllr Wheeler confirmed BBC was securing funding to take this proposal forward. <u>15th January 2025</u> BBCllr/Cllr Wheeler confirmed ahead of this meeting BBC funding had been allocated to this project, which was likely to be completed in Spring 2025.	
Pavement/all parking issues – including white and yellow lining – village wide.	Residents.	Ongoing.	Not yet identified.	<u>Summary of 2024</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> WPC submitted a request for minor adjustments to the original proposal (following BBC's receipt of several public responses), however BBC responded stating a further consultation (at a further cost of £1.5k) would be necessary. Advice was to install the restrictions as originally proposed and monitor the impact to see if further restrictions were required. A sealed order had been made to move installation forward. <u>LORRAINE ROAD/CAUSE END ROAD JUNCTION</u> The Clerk informed BBC there were no amendments required in relation to BBC's proposal for yellow lining at this junction (15th October 2024). <u>FIELDS ROAD/SUMMERFIELD DRIVE JUNCTION</u> This proposal was placed on hold pending the outcome of proposed dropped kerbing/tactile paving works in the same area (see separate item	Cllr O'Dell.

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				under Fields Road/Summerfield Drive – dropped kerbs/tactile paving). Members agreed to continue with the request to install double yellow lining only, leaving the dropped kerbing for the time being. <u>BEDFORD ROAD/CAUSE END ROAD ROUNDABOUT TO THE BUS-SHELTER BEDFORD BOUND OPPOSITE MANOR ROAD FLATS</u> The Clerk had been informed BBC did not have a budget currently to carry out these works. Were WPC to pay it would cost in the region of £1.5k. Members agreed to keep this proposal on file until further notice, in the hope one consolidated proposal could be made (potentially covering other areas). <u>VEHICULAR USE OF MANOR ROADS PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> During discussions it became apparent vehicles were using a footpath opposite the Bedford-bound bus shelter to exit onto Bedford Road from Manor Road. BBCllr/Cllr Wheeler agreed to take this forward with bpha⁶ who owned the land in question. <u>15th January 2025</u> <u>HALL END – FRONTAGE OF THE CHEQUERS PH CAR PARK</u> Yellow lining had been completed in part, however a parked vehicle was obstructing completion of those works in full.	
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⁶ Bedfordshire Pilgrims Housing Association.
RP25/008 Project Action Plan

				<u>LORRAINE ROAD/CAUSE END ROAD JUNCTION</u> Works were completed. The Clerk informed members a resident had emailed to complain about the extent of the lining and lack of publicity ahead of the scheme being implemented. The resident was informed whilst WPC requested the scheme following a request from other residents, the proposal and publicity was taken forward by BBC. The resident was also invited to attend this meeting but declined. Move to close. Members agreed on 20th November 2024 to save costs on public notices to pool all outstanding/further requests for yellow lining into one request to be taken to BBC at a future stage (within a three=six month period, numbers depending). Outstanding potential schemes included: • Fields Road/Summerfield Drive junction; • Bedford Road/Cause End Road roundabout (Bedford-bound). Cllr Kay had received a request for a yellow lining scheme at the junction of Mephram Road/Bedford Road but was informed this had previously requested and not taken forward by BBC. He had also been requested to take forward a yellow lining scheme at a further location and agreed to provide fuller details at a future meeting of this safety steering group. <u>VEHICULAR USE OF MANOR ROADS PAVEMENT – ACCESSING ONTO BEDFORD ROAD</u> BBCllr/Cllr Wheeler confirmed bpha had spoken to a client who agreed to stop using this non-vehicular	
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				access point in future. Members agreed to keep this issue open to ensure the same. <u>PAVEMENT PARKING</u> <u>Summary of 2024</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. The website continued to state feedback was being analysed with an addition 'this was published under the 2019 to 2022 Johnson Conservative government'. <u>NO PARKING ON VERGES SIGNAGE – FIELDS ROAD PAVEMENT</u> BBC confirmed there was a 3–4-month lead time for the signage. Installation was expected by the end of this financial year (31st March 2025).	
Pavements and Roads – all resurfacing/remedial works.	Resident.	Ongoing.	BBC.	<u>PAVEMENTS</u> <u>15th January 2025</u> Refer to Appendix Two. <u>ROADS</u> <u>15th January 2025</u> Refer to Appendix Two.	BBC.
Sanders Way – dropped kerbs (to include additional areas also along Lorraine Road)	Request from resident.	Ongoing.	BBC.	<u>Summary of 2024</u> The Clerk and BBCllr/Cllr Wheeler continued to chase in relation to outstanding tactile paving in areas along Lorraine Road.	BBC.

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				<u>15th January 2025</u> Cllr O'Dell requested ahead of this meeting that, in addition to chasing BBC for a further update on these outstanding works, a request be made (in light of the severe delay) to add tactile paving to the existing pair of dropped kerbs at the junction of Lorraine Road and Farrell Road. Members agreed to make this recommendation to Full Council.	
Speed restrictions/concerns – various areas.	Committee discussion.	Ongoing.	Not yet identified.	<u>SPEED CAMERAS</u> <u>Summary of 2024</u> All outstanding areas should have cameras installed by the end of 2024. <u>15th January 2025</u> It was noted all cameras were now installed. Move to close.	Cllr Lloyd.

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

Roads & Pavements Safety Steering Group	
Pavements – requested by WPC for programming by BBC in 2024/25	
Area	Comments
Bedford Road: Cock Inn PH to the Post Office.	<u>15th January 2025</u> COCK INN PH TO POST OFFICE – BOTH SIDES BBC confirmed full resurfacing works should be completed by the end of this financial year.
Cause End Road.	<u>18th September 2024</u> A resident had requested Cause End Road be considered for resurfacing, including the area adjacent to no. 6, where the pavement was reported to be subsiding. BBCllr/ClIr Wheeler agreed to request BBC score the area. <u>15th January 2025</u> In relation to the request for resurfacing to include the area adjacent to no. 6 Cause End Road, BBCllr/ClIr Wheeler had requested an update from BBC ahead of this meeting and had been told a start date had been requested. A resident requested the length of Cause End Road pavement be considered for resurfacing, as they were struggling with mobility scooter issues when travelling along it. BBCllr/ClIr Wheeler suggested ahead of this meeting that members consider a full programme of pavement works for 2025/26 which he would pass to BBC. It was agreed the Clerk would email members requesting each cover an area of the village to ensure all pavements deemed in need of remedial works were scored at the earliest opportunity by BBC – for potential inclusion within BBC's programme of works for 2025/26.
Lorraine Road.	<u>15th January 2025</u> BBC confirmed full resurfacing works should be completed by the end of this financial year.
Roads – requested by WPC for programming by BBC in 2024/25	
Area	Comments
Bedford Road (95-189)	<u>20th November 2024</u> A resident reported the surface as undulating and slippery when wet. Vehicles were forced to drive towards the middle of the road (on a bend) to avoid patchworks and sunken drains – all of which have been exacerbated following

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	recent mains gas works. BBC were aware of this issue and have requested Cadent return to re-do unsatisfactory patch works. <u>15th January 2025</u> BBCllr/Cllr Wheeler confirmed Cadent had attended and undertaken all remedial works to defective areas. BBC carried out an inspection in December 2024 and no further defects were found. Move to close.
Cause End Road.	<u>15th January 2025</u> A resident requested consideration be given to installing an island at the top of Cause End Road (junction with Church Road) as they (as a mobility scooter user) had safety concerns when using that junction. A response received from BBC ahead of this meeting confirmed a previous feasibility study carried out before the development known as Little Wootton commenced, had determined there was insufficient room to install a central island without compromising the ingress/egress of larger vehicles including refuse vehicles. Move to close.
Hall End Road (adjacent to the upper school).	<u>15th January 2025</u> BBCllr/Cllr Wheeler had received no further update.
Lorraine Road (top of Cause End Road closest to St. Mary's Church to Lorraine Road cemetery entrance).	<u>15th January 2025</u> BBC notified WPC ahead of this meeting, that resurfacing works were programmed between 10th-20th February 2025 (top of Cause End Road closest to St. Mary's Church to the junction with Canons Close).