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## A MEETING OF THE HIGHWAYS COMMITTEE

Held on Tuesday 30 January at 3.30pm. Room 3, Crispin Community Centre, Leigh Road, Street.

Members Summoned and Present: Cllrs Simon Carswell (Chairman), Peter Goater (Vice-Chairman), Jean Howard, Bryan Knickerbocker, Nina Swift and Laura Wolfers

Apologies: Cllrs Pam Birch and Terry Napper

Officers Present: Zoe Leach, Deputy Clerk/RFO

In attendance: 0 Members of the public

### PUBLIC PARTICIPATION

#### Public question time

Members of the public were invited to make representations to the Highways Committee on any matters relating to the work of the Highways Committee or to raise any issues of concern. *Note: The Council is unable to make formal decisions under public question time, but items raised may be recommended for consideration at a future meeting.*

### Somerset Councillor Report

Councillor Liz Leyshon provided a brief update

*The meeting commenced at 3.38 pm*

### MINUTES

1. Election of Chairman and Vice-Chairman
  - i. RESOLVED – that Councillor Carswell was elected as Chairman of the Highways Committee
  - ii. RESOLVED – that Councillor Knickerbocker was elected as Vice-Chairman of the Highways Committee
2. Apologies for absence

Apologies for absence were received from Councillors Birch and Napper.
3. Declaration of interests and grant of dispensations

*Councillors were reminded of their duty to declare any interests in the business to be transacted.*
4. Highways Committee Terms of Reference

RESOLVED – the Highways Committee agreed its draft Terms of Reference to present to the Policy & Finance Committee with a recommendation that the Highways Committee be delegated power to spend each financial year up to the total amount approved in the budget under Highways.

5. Correspondence

The following correspondence was noted and considered.

- Safety of pupils walking to and from Elmhurst School – letter received from Students. *Cllrs Carswell and Knickerbocker to progress with the Deputy Clerk. Road markings to be reported to Somerset Council. PCSO presence to be requested at school drop off and collection times.*
- Speeding on Portway – letter received from resident. *Cllr Goater to progress with Deputy Clerk and consider data recorded on Speed Indication Device.*

6. Speeding Issues/SIDs

Cllr Goater introduced a proposal to consider replacement of the existing three Speed Indication Devices (SIDs) with three new SIDs of the smiley/frowney faced design and any associated equipment required. The Deputy Clerk gave a verbal report on the current locations and workings of the existing SIDs and provided an update on the request to Somerset Highways for additional SID locations.

The Committee considered a report of problems with speeding on Westway

- i. RESOLVED – Cllr Goater and Deputy Clerk to produce a Rota for SID movements and to prepare a fully costed proposal for additional/replacement SIDs for consideration at the next Highways Committee meeting.
- ii. RESOLVED – to submit a request to Somerset Highways for approval of a new SID location on Westway

7. Markets

Members considered the current location of market day signage on the High Street.

The verbal update on Street Market in light of Somerset Council's assets and service devolution was deferred.

RESOLVED – to write to Somerset Council to request that market day signage is displayed further along at both ends of the High Street in order to reduce the volume of vehicles diverting up Vestry Road and Wilfrid Road.

8. Drop Kerbs and Disability Access

RESOLVED – The Disability Access in Street Task and Finish Group are asked to investigate the impact of drop kerbs on disability access to the High Street and report back to the Highways Committee

9. Problems on Roads including Road Markings

Members considered the Parish Council process for reporting problems on the roads to Somerset Council and a draft guidance document produced by the Deputy Clerk.

RESOLVED – that the process and guidance document for reporting problems on the road to Somerset Council be approved and shared with Members and residents. Members reporting issues to Somerset Council directly to copy Councillors Carswell and Leyshon into their notification email to the Council office.

10. Street Naming Pilot

RESOLVED – that Councillors Goater, Knickerbocker, Swift and Wolfers undertake an engagement exercise to produce a proposed list of street names and bring back to the March Highways Committee meeting.

11. Items to raise for consideration at the next meeting

*This item must be for information only. Any matter that requires a decision must be set as an agenda item at a future meeting.*

i. Items scheduled:

- Street Market – *to receive Clerk's update on Street Market in light of Somerset Council's assets and service devolution.*
  - SIDs – *an update on Somerset Council approval of locations requested*
- ii. Other proposals raised at the Highways Committee meeting.
- Highways Steward – *to consider how a Highways Steward might work for Street (Councillor Carswell to submit a report)*
  - SIDs – *to receive a rota of SID movements and costed proposal for purchase of additional SIDs*

12. Date of Next Meeting

The next Highways Committee meeting will take place at:

3.30pm on Tuesday 5 March 2024 at Room 6, Crispin Community Centre, Leigh Road, Street.

There being no further business, the meeting was closed at 4.50pm.

These minutes were adopted on 5 March 2024 under minute reference 15 as a true record of the decisions taken and are duly signed below by the chair of that meeting.

Signed: \_\_\_\_\_