

## WESTERHAM TOWN COUNCIL

Minutes of the Highways and Lighting Committee Meeting held on  
Monday 21st September 2015 at 7.30pm in Russell House, Market  
Square, Westerham

Present: Councillors: Mrs L Rodgers (LR) Chairman  
Mr A Holman (AH)  
Mr D Le Breton (DIB)  
Mr N Proudfoot (NP)  
Mr S Wilkie (SW)

In attendance: Assistant Clerk: Mrs D Rogers (DR)  
Two Members of the public

Item		Action
1.	<b><u>Apologies for Absence</u></b> None	
2.	<b><u>Declarations of Interest not previously declared</u></b> Cllr Proudfoot was a resident of New Street and was on the Parking Working Group looking into New Street.	
3.	<b><u>Minutes of the Meeting on 22<sup>nd</sup> June 2015</u></b> Approved at the Council meeting on 13 <sup>th</sup> July 2015.	
4.	<b><u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u></b> Replacement of broken cobbles - Despite WTC's objections that it was not in keeping with the Historical Market Town of Westerham, KCC due to cost reducing measures now use tarmac to fill holes and will not replace cobbles when broken. Assistant Clerk to discuss with the Clerk.	DR
5.	<b><u>Highways</u></b> <b><u>5.1 Parking in Westerham, Parking Working Group</u></b> A start up meeting for the Parking Working Group had been held on 17 <sup>th</sup> September to deal with residential parking. The meeting had been successful in gaining volunteers to look at several areas in Westerham and 4 people volunteered to attend speed watch training. Representation for Madan Road was still sought. Cllr Rodgers to approach Cllr Moore. Cllr Proudfoot reported that work was already underway by the volunteers for New Street. Assistant Clerk to circulate notes from meeting. <b><u>5.2 Brasted Landfill Site/Westerham Golf Course Development</u></b> Cllr Rodgers read out an email from Mike Chubb, the Manager, dated 9 July. It	LR  DR

	<p>advised the fill project was coming to an end shortly and it was expected that lorries delivering hardcore would come to an end by mid-September. There would be some deliveries all the way through to the end of the year, delivering golf course materials such as sand and grass however, these should be very infrequent. The road cleaner continued to clean the A25 daily. The road signs would also be cleaned.</p> <ul style="list-style-type: none"> <li>Cherry Lodge Golf Club in Biggin Hill – HGV activity seems to have reduced.</li> </ul> <p><b><u>5.3 Goodley Stock Road - HGV signage</u></b> A member of the public was present at meeting to enquire on progress of the signage. Assistant Clerk advised that KCC had now placed the order for signage and a date for installation had been requested by WTC. It was discussed and agreed that the Assistant Clerk would contact Alan Jowett, Chair of Goodley Stock Residents Association regarding operating lorry watch in the area.</p> <p><b><u>5.4 A25/Goodley Stock Road Junction</u></b> WTC had contacted the landowner advising that the hedges needed cutting. This will help to improve sight lines. Assistant Clerk to purchase concealed entrance sign for Farley Lane.</p> <p><b><u>5.5 Speed Watch Campaign</u></b> Unfortunately no further speed watch sessions had been carried out by volunteers due to other commitments and the data collected in May had not been received yet. More volunteers were required. SDC were planning a further training session in October.</p> <p><b><u>5.6 Speed Checks</u></b> Report noted.</p> <p><b><u>5.7 Road Safety Week, 23-29 November 2015</u></b> The theme for this year's Road Safety Week coordinated by Brake the Road Safety Charity was "Drive Less, Live More". The H&amp;L Committee had registered to take part in the event. Assistant Clerk to promote event throughout the Town including the local primary schools and the Westerham Cyclery.</p> <p><b><u>5.8 Drainage Issues</u></b> Smith's Lane water leak continued. Cllr Wilkie had provided photos to the Assistant Clerk. Vicarage Hill – Water leak had been reported.</p> <p><b><u>5.9 Salt Bag for Winter 2015</u></b> Committee agreed to accept the free one tonne salt bag offered by SDC. These bags will contain a mixture of salt / sand. The vehicle delivering these bags was very large, and operated a 'crane' to unload, so any delivery addresses need to be accessible for a large vehicle. Nominated sites for delivery are Darenth Gardens, Westerham or Crockham Hill Village Hall. Assistant Clerk to discuss with Cllr Wesley. Assistant Clerk to contact KCC and request all KCC owned salt bins are re-filled before the winter.</p>	<p>DR</p> <p>DR</p> <p>DR</p> <p>DR</p> <p>DR</p> <p>DR</p> <p>DR</p>
6.	<p><b><u>Street Lighting</u></b></p> <p><b><u>6.1 Lighting Repairs</u></b> Nothing to note.</p> <p><b><u>6.2 LED Lighting, Conversion of Sodium Heritage Lanterns</u></b> An LED street light had successfully been trialed on post 142, The Green. Conversion of the Heritage Lanterns along the High Street to LED technology was scheduled to take place between September/October. The lights were a</p>	

	<p>warm white, the warmest LED street light colour available.</p> <p><b><u>6.3 Street Lighting report – BBC News</u></b> Report noted.</p>	
7.	<p><b><u>Sevenoaks District Council</u></b> <b><u>7.1 Sevenoaks Joint Transport Board Meeting 3<sup>rd</sup> September</u></b> Matters of interest from the SJTB Minutes: Pg 7, item 16 – Proposed Quality Bus Partnership (QBP) Pg 7, item 17 - Reconstitution of the Sevenoaks Cycling Strategy Working Group. Cllr Proudfoot was interested in both areas and given a copy of the Minutes. <b><u>7.2 New parking enforcement plans to help locals</u></b> Article noted. Assistant Clerk to place article on WTC's facebook page, website, in Gazette and to residents of The Green after seeking clarification from SDC on will a penalty notice be issued regardless of the property owner asking the Civil Enforcement to attend.</p>	DR
8.	<p><b><u>Consultations</u></b> <b><u>8.1 KCC Street Lighting Consultation</u></b> The Consultation runs from 21 Sep 2015 to 29 Nov 2015 and provided information on why KCC are switching to LED street lighting. KCC owned street lights in Westerham were located at; Atterbury Close, Black Eagle Close and Beggars Lane roundabout. Assistant Clerk to email committee members a copy of the consultation document for comments. A response will then be sent to KCC on behalf of the Council.</p>	DR
9.	<p><b><u>Financial Statement to 31<sup>st</sup> August 2015.</u></b> Report noted. Assistant Clerk advised that as at the end of August electricity had not been charged for. However, an invoice had been received for March – August 2015 on 7<sup>th</sup> September for £2,946.72. A spend of £325 from contingencies was queried. Assistant Clerk to clarify what this was for with Deputy Clerk.</p>	DR
10.	<p><b><u>Correspondence</u></b> <b><u>10.1 Redevelopment of Moorhouse Tile Works</u></b> Article noted. This would be discussed at the next Planning Committee meeting on 24<sup>th</sup> September. <b><u>10.2 East facing slips, junction 5, M25</u></b> Noted.</p>	
11.	<p><b><u>Reports from Councillors</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Rodgers reported that a meeting had been held on 3<sup>rd</sup> September between herself, the Assistant Clerk, Clerk and Jeremy Clark, SDC Parking Engineer, who was new to the role. The meeting discussed the challenges that Westerham faced with parking.</li> <li>• Dropped kerb applications – Cllr Rodgers advised that WTC Planning Committee had requested to SDC when considering/approving planning applications for dropped kerbs that porous materials are used to reduce the risk of flooding from rain water. This had been an issue in Granville Road.</li> <li>• Darent car park extension – Cllr Rodgers reported that discussions were underway between SDC and the landowner, Mr H Warde.</li> <li>• Cllr Wilkie reported that he had received complaints about dog poo in</li> </ul>	

	<p>Crockham Hill and requested more dog poo bins. Assistant Clerk to report matter to APOS Committee.</p> <ul style="list-style-type: none"> <li>The issue of unused garages was raised and discussed and the potential to turning unused garages into parking spaces with the owners consent. H&amp;L Committee felt that this is something the Village Design Statement group should look at. Assistant Clerk to discuss with Cllr Ashley.</li> <li>Cllr Proudfoot asked did the Emergency Plan cover incidents like the High Street being closed due to a fire. Clerk to clarify.</li> </ul>	DR  DR AH
12.	<p><b><u>Newsletter and web-site</u></b>  Parking in Darent Car Park  Road Safety Week - November  New parking enforcement plans for locals  LED Street Light update</p>	DR
13.	<p><b><u>Matters for District and County Councillors</u></b>  Replacement of damaged cobbles and bollards in Westerham.  A25 road closure due to fire.</p>	DR/AH
14.	<p><b><u>Revised H&amp;L Committee Terms of Reference</u></b>  Amendments noted and agreed.</p>	
15.	<p><b><u>Further Matters for Consideration at the next meeting</u></b>  Redevelopment of Moorhouse Tile Works</p>	
16.	<p><b><u>Date of next meeting</u></b>  Monday 16<sup>th</sup> November 2015</p>	

The meeting was concluded at 9.30 pm

Minutes confirmed as a correct record:

Chairman