

WESTERHAM TOWN COUNCIL

Minutes of the Highways and Lighting Committee held on
Monday 18th November at 7.30 pm in Russell House,
Market Square, Westerham

Present: Councillors: Mrs L Bird (LB) - Chair
Mrs Sheen (SS)
Mr B Holt (BH)

In attendance: Assistant Clerk: Miss Emily Rodgers (ER)
A member of the public present at the meeting

Item		Action
1.	<u>Apologies for Absence</u> Apologies were received and accepted from Cllr Thompson.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting held on 9th September 2019</u> Were approved at the Council meeting on 5 th October 2019.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> None.	
5.	<p><u>Highways</u></p> <p>5.1 Community Speed Watch Campaign – A successful session by Assistant Clerk and Cllr Jowett had taken place on 7th November 2019. 14 vehicles were reported.</p> <p>5.2 Kent Police Speed Checks -The Assistant Clerk had raised the request for the data of the speed checks that were carried out by the police on Hosey Hill/Hosey Common. PCSO was yet to provide these findings. Assistant Clerk to chase PSCO and give them a deadline for the data to be received. As it was Road Safety Week, H&L committee have agreed to put 20mph is plenty posters around Rysted Lane and main roads.</p> <p>5.3 Highways Improvement Plan – KCC have completed or had deadline dates for all items on the HIP plan excluding flashing 30mph SID sign. The H&L committee agreed for KCC to inspect the site they have chosen on London Road to confirm if the location is fit for a SID before agreeing to go ahead. Assistant Clerk to arrange site visit with Toby Butler (KCC Traffic & Network Solutions)</p>	<p>ER</p> <p>ER</p>

	<p>5.4 French Street – SLOW sign – Works complete. Remove from Agenda</p> <p>5.5 The KCC Annual Parish Seminar (20th November) – Chairman and Assistant Clerk to attend. Minutes of seminar will be circulated to the committee once received.</p> <p>5.6 Cars for sale on grass verge – London RD – No cars on the verge, but the Assistant Clerk will continue to monitor the situation.</p> <p>5.7 Hosey Hill dropped down kerb – Scheme had been handed over to KCC contractors for delivery. Remove from Agenda.</p> <p>5.8 Village Signs – Simon Hawkins (KCC) inspected village signs. Signs did not constitute as a safety defect. They have however been added to a list of signs that should be replaced in the near future. Once job has been raised, Assistant Clerk will be notified. Remove from Agenda</p> <p>5.9 Beggars Lane Road Surface – KCC inspected cracks in the road. Not currently at intervention level but KCC will monitor. Remove from Agenda.</p> <p>5.10 Salt Bins – The H&L committee noted locations of salt bins and asked for the details of the locations put in the TN16 magazine and on Facebook.</p> <p>5.11 Farley Nursery request for double lines – The Chairman explained the background for the request for double yellow lines at Farley Nursery to the H&L Committee. H&L committee agreed that they need final costs before agreeing to contribute to the works.</p>	<p>ER</p> <p>ER</p>
6.	<p><u>Street Lighting</u></p> <p>6.1 LED rollout plan 2019 H&L Committee agree to go ahead with 10 new LED lights. These will be rollout in Westbury Terrace & Granville Road as recommended by Street Lighting. H&L committee will review budget in February meeting to determine how many more LED lights could be rolled out before the next financial year.</p> <p>6.2 Service Inspection report 2019 – All items had been completed. Remove from next agenda.</p> <p>6.3 Repairs and responses – 3 repairs were dealt with in a timely manner.</p>	ER
7.	<p><u>Sevenoaks District Council</u></p> <p>7.1 Sevenoaks Joint Transportation Board 10 September – Noted. Remove from Agenda</p> <p>7.2 Parking Charges Review – Sevenoaks District Council (SDC) had commenced a review of car parking fees in the District for 2020. SDC had confirmed there were no proposed changes to Westerham.</p> <p>7.3 Market Square Car Park Lighting – Cllr Sheen reported lights in the car park were not working. Assistant Clerk reported the problem to SDC who were liaising with owners of the lights to get them fixed. Cllr Sheen to monitor.</p>	SS
8.	<p><u>Public Transport</u></p> <p>8.1 Electric Vehicle Charging Points within the Parish District Cllr Kevin Maskell advised that electrical surveys were still on going and the charge points would be allocated accordingly in the new year once surveys had been reviewed.</p>	

	<p>8.2. Sevenoaks Bus Network Consultation by GO Coach Cllr Holt attended and was still waiting to receive the full plan.</p>	
9.	<p>KCC Kent and Medway Energy and Low Emissions Strategy – Completed. Remove from Agenda.</p>	
10.	<p>Consultations Nothing to note.</p>	
11.	<p>Financial 11.1 Financial Statement up to 31 October 2019 Noted. 11.2 Highways and Lighting DRAFT budget for 2020/21 The Assistant Clerks report was noted. Key points agreed:</p> <ul style="list-style-type: none"> • Proposed budget for 2020/21 is £24,800 • Increase the maintenance contract budget by 4% to cover the likely annual price review increase. Additional money for the predicted increase to be taken from the repairs budget. • Reduce Repairs budget to £2500. Repairs to streetlights has been minimal in 2019, £200 approx. had been spent so far which was an underspend of £4,800. • Reduce Electricity budget to £5,600 due to our Electricity contract being a fixed price at approx. £5,500. Fixed contract for 4 years. • Upgrade & Improvement reduced to £5000 as we had no upcoming new lights to be installed nor any in the pipeline. • Church Floodlighting reduced to £600 to cover the electricity costs. 2019/20 budget was to cover the electricity bill over 18 months so 2020/21 budget had been reduced accordingly for 12 months. • Contingencies to remain at £500. • Reducing budget lines in the budget meant that the committee would have a healthy budget for the LED conversion. The proposed amount for LED conversion was £4900. This amount would enable the committee to roll out 15 new LEDs. <p>There was a discrepancy with 2019/20 budget being £26,800 whereas 2020/21 is £24,800. However, the additional £2000 was a roll over from 2018/19 therefore the total budget amount was the same.</p> <p>11.3 Church Floodlights – H&L committee were still waiting to receive the details for the Church's electricity contract for next year despite Assistant Clerk chasing a few times. Assistant clerk to give the church a deadline for the end of December for receiving this information. If not received, the committee have agreed they will not pay the Church's electricity bill for the flood lights.</p>	<p>ER</p> <p>ER</p>
12.	<p>Correspondence 12.1 20mph High Street/Croydon Rd to Hosey Hill – Cllr Bird and Cllr Robson spoke to a resident at the country fair regarding reducing the speed limit in the High Street to 20mph. Assistant Clerk to speak to Geoff Bineham at KCC to discuss and confirm the policies of the High Street being an A road.</p>	<p>ER</p>

	12.2 Go Coach – 401 Bus not stopping at Tesco Riverhead – A member of the public was present at the meeting and expressed their concern that that the 401 bus was now not stopping at Tesco. The Committee supported their views that the bus should stop at Tesco. The H&L Committee advised that they needed to report their complaint to Austin Blackburn (owner of Go Coach). Assistant Clerk to pass on his details. Assistant Clerk will also pass on the complaint to Go Coach.	
13.	<u>Reports from Councillors</u> Cllr Holt reported French Street reducing the speed limit campaign was still ongoing. Cllr Bird noted pothole season was approaching. Residents should be made aware to report faults to KCC using the report a fault tool on their website. Assistant Clerk to put information on Facebook.	
14.	<u>TN16, Website, Social Media</u> Salt bins information	
15.	<u>Matters for District and County Councillors</u> None.	
16.	<u>Further matters for consideration at the next meeting</u> Finalise budget for 2020/21 Finalise expenditure for remaining funds for budget 2019/20	ER
17.	<u>Date of next meeting</u> Monday 3 rd February 2020	

The meeting was concluded at 9.00pm

Minutes confirmed as a correct record:

Chairman