DRAFT MINUTES OF THE OTFORD PARICH COUNCIL HIGHWAYS COMMITTEE

24th February 2014

Present: Cllr Howe (Chair), Cllrs Cracknell, Edwards-Winser and Whitehead, In attendance Clerk, Ms Brenda Hambrook

1. Apologies for absence
   Cllr Leicester

2. Declarations of Interest
   There were none

3. Minutes of the meeting of 16th December 2013
   These were accepted as a true account of the meeting

4. Matters Arising from the previous minutes
   5.1 Kent Highways will resurface the strip on the footpath at the entrance to the car park at the same time as other footway repairs. The pothole in the road at the entrance to the car park has been dealt with as an emergency.
   5.3 Cllr Edwards-Winser had no written proof to support evidence for restoring the best village Sign. The committee was agreed that OPC is unable to pursue the matter in the small claims Court.
   5.4 There had been no further action re the Pickmoss step. Cllr Cracknell to contact Nick Chard
      Action Cllr Cracknell
   5.8 Letter pending to Mr Sheffield re plans for by pass
      Action Clerk, Cllr Howe
   5.9 Detailed discussion took place regarding proposal to improve traffic flow (see Appendix 1)
      The following were agreed
      5.9.1 Possibility of mini-roundabout at junction of Pilgrims Way East and A225. Cllr Edwards-Winser to make enquiries
      Action Cllr Edwards-Winser
      5.9.2 Proposals that made pond into a roundabout would remove all parking outside shops this was not thought to be desirable.
      5.9.3 Thought insufficient room for three lanes going from pond to station however, Clerk to consult Paul Catt
      Action Clerk
      5.9.4 To be referred to Paul Catt
      Action Clerk
      5.9.5 Cllr Edwards-Winser to discuss with Andy Bracey
      Action Cllr Edwards-Winser
      5.9.6 Suggest arrows at all junctions. Refer to Paul Catt
      Action Clerk
      Suggest moving one parking space from outside chemist’s but not adding extra Outside Skinner’s as the road might be too narrow.
      Action Cllr Edwards-Winser to speak with Andy Bracey
      5.9.7 Evidence is that Russell House system working optimally
      5.9.8 Sainsbury’s to be contacted re suggested alteration to road from the Sainsbury car park towards the roundabout on the A225
      Action Clerk
5 AGENDA ITEMS

5.1 Information on crashes and observed potentially dangerous incidents
   A fatal crash was reported at the Crown side of the pond
   There had been more damage to the pond by an unknown vehicle

5.2 Car Parking
   There was extensive discussion of both the proposed contract and the regulations
governing the car park and pay and display
   Britannia was to be asked to supply application forms for residents’ permits and also
permits for distribution to visiting football and cricket teams.
   It was agreed that Cllr Cracknell would produce the final version of the regulations by
1st March. Action Cllr Cracknell
   In the meantime the proposed contract would be sent to Britannia for approval
   Action Cllr Howe
   It was agreed that both contract and regulations be submitted to Sevenoaks D C legal as
soon as the contract had been agreed with Britannia and the regulations finalised.
As part of the investigation into the allotment area providing future parking,
Cllr Cracknell has determined that according to the map of 1952 accompanying the purchase
of the allotment land, there is no right of way but further investigations are still
needed.

5.3 Road signs
   Nothing to report

5.4 Road Safety
   Two alternative sites had been proposed for a SID on Shoreham Rd.
   Better of the two is the grass bank just past Greenhill Rd.
   Final cost not yet known, waiting for Kent Highways.
   Jeff Lee continues to be the link for this project.
   Donna Rixson of KCC has been positively helpful as the matter has progressed. She
requested Speedwatch data from OPC on 10th February. To be supplied by Assistant Clerk
   Action Assistant Clerk

5.5 Speedwatch
   Seen to be very important that four teams with a leader for each be organised for
Speedwatch with a schedule of planned monitoring.
   Action Assistant Clerk

5.6 Lorry Watch
   No further information had been received. Clerk to make further contact
   Action Clerk

5.7 Other Matters
   It was agreed to send out draft minutes to committee members for comment sufficiently in
advance of the next meeting of the Parish Council to allow any changes to be made before the draft
minutes are released into the public domain.

5.8 Correspondence
   Informed by KCC of temporary closure of Footpath SR 51
Appendix 1

5.9

It was suggested to the committee that a Survey of white Lines in the village be carried out to improve the flow of traffic. The following were identified.

1. Propose mini-roundabout at the junction of Pilgrims Way East and A225.

2. At the pond (roundabout) paint ‘give-way’ lines to caution traffic coming down Station Road (A225) so that vehicles already on the pond (roundabout) always have access to leave, keeping the ‘roundabout’ always clear. (It was pointed out that this would turn it into a roundabout which would result in the removal of the parking places outside the chemist)

3. Provision for vehicles travelling up towards the Station (A225) from the ‘roundabout’ to get out early, sit straight, ready to turn right into the Station while still allowing traffic to pass on the inside (see also 6 below) without having to slow down.

4. As in 3. above but allowing Sevenoaks bound traffic on the Sevenoaks Road to move out when turning right into Warham Road and traffic from Sevenoaks to move out when turning right to enter Bubblestone Road and The Parade – in each case allowing through traffic to pass up the inside without having to slow down. (It was pointed out that there already exists a Right hand turn lane at Bubblestone Road and that Cllr Edwards-Winser had previously discussed the Warham Rd situation with SDC. As the hatched area was enclosed by broken lines, this could be used as a central reservation for cars turning right into Warham Road)

5. On the Sevenoaks Road, prior to reaching the pond, create designated parking bays, parallel to Warham Road, up to the bus stop dividing the remaining width of Sevenoaks Road equally into two carriageways thereby not inhibiting through traffic entering the pond and at the pond have a discipline line to divide traffic going round the pond from those going down the High Street. (Cllr.Edwards-Winser stated that this formed part of a previous request to have restricted parking in Warham road, which was not carried out because of negative response from the residents. It may be possible to request as a separate item, but advice from SDC was that it could take a long time as it would need to go out to public consultation again)

6. On the pond paint a discipline line for traffic having left the High Street wishing to turn right towards Sevenoaks to keep hard right, against the pond curb, thereby allowing through traffic towards the Station to pass up the inside and further assist this by removing one parking bay from outside the Chemist and tacking it on outside Bill Skinners the Jewelers.

8. On Sevenoaks Road, in the vicinity of Halfords/Sainsbury’s Super Stores, increase the length from the roundabout for cars turning into the mega stores to get out early and get straight. Currently there is only provision for 4 or 5 cars maximum to move out the result being blockage of through traffic from Sevenoaks to Otford.