MINUTES OF THE OTFORD PARISH COUNCIL’S HIGHWAY COMMITTEE
16TH JUNE 2014

Present : Cllr Howe (Chair), Cllrs Cracknell, Leicester, Whitehead
In attendance Ms Brenda Hambrook, Parish Clerk, two members of the public

1. Apologies for absence
Cllrs Edwards-Winser, Fothergill

2. Declarations of interest
There were none

3. Minutes of the meetings of 28th April and 15th May
Both agreed as true accounts of the meetings. It was recommended that the question of office
security be transferred to the Services Committee

4. Matters arising from the previous minutes

Matters Arising from 17th/24th February

5.1 The resurfacing of the pathway to the car park had only been partly done Clerk to contact
Paul Catt (Highways Steward) for completion

Action Clerk

5.9 The response to a request to Stephen Noad to discuss proposals for improving traffic flow
in the village was negative. However, Paul Catt had said that a meeting could be convened
It was agreed that this should take place when the Chairman was sufficiently recovered
From his operation. It should also cover previous correspondence between Stephen Noad
and Cllrs Cracknell and Leicester. Clerk to circulate email from Paul Catt and Noad/Cracknell
+ Leicester correspondence.

Action Clerk

Current Matters Arising

5.4 The sign at the bottom of Polhill is now completely visible
5.7 The issue of the right of way is still ongoing. It is important to resolve as it impacts on the
possibility of the allotment area providing additional parking. Deeds clearly say there is no
Right of way and that access is just discretionary.
5.2 Cllr Cracknell said he had not discovered any existence of a covenant re the car park. Should
this question be raised again then it is recommended that the questioner be asked its
provenance

5. AGENDA ITEMS

5.1 Information on crashes and observed potentially dangerous incidents
A letter had been received from a resident of Twitton who walks to Yvonne’s at 8.15am
each day saying they are totally frustrated with the speed of cars along Pilgrims’ Way
West.
Cllr Howe had observed a car travelling west along Pilgrims’ Way West, overtake another car
by passing the wrong side of the bollard and then cutting across the car into Rye Lane all at
high speed.
A car travelling east along Pilgrims’ Way West had failed to negotiate the bend with the large trees and had ended up on the verge.
There was near-miss outside the milliner’s when the occupant of a parked car opened their offside door just as a large group of cyclists was passing.
A delivery van reversing out of the school premises had nearly collided with a child.

5.3 Road signs
It was reported that the gateway at the entrance to the village from Shoreham was obscured by nettles and that the first 30mph sign into the village along Pilgrims’ Way West had vegetation overgrowing it.

Action Clerk

5.4 Road Safety
The correspondence between the owner of Pickmoss and the Chairman regarding the Pickmoss step was discussed. As a professional opinion on possible options would not involve interference with the property it was agreed that Mr Bignell (local retired highways engineer) be asked to make an assessment.

Action Clerk

5.5 Speedwatch
As it was deemed that the proposed system for establishing teams of volunteers was not producing the required results, it was decided that three parish councillors would each be responsible for contacting a team of prospective volunteers, with the Assistant Parish Clerk responsible for the fourth. Cllr Lawrey’s remit was for the West end of the village, Cllr Howe for the High St, Cllr Whithead for the Shoreham Rd and the Asst. Parish Clerk for the Sevenoaks Road. All volunteers in each group were to be contacted as to their willingness to be involved and for their permission to share their contact details. A leader for each team was to be identified. All collected information was to be made available for the OPC meeting of 14th July.

Action Cllrs Howe, Lawrey and Whitehead, Asst Parish Clerk

5.6 Lorry Watch
Cllrs Edwards-Winser and Whitehead had met with personnel from Lorry watch. Warning notices were now available.
Lorry Watch could become an integral part of Speedwatch.
Width restrictions apply from the pond to Polhill. Cllr Verrall will check existing notices and sitings.

Action Cllr Verrall

5.7 Correspondence
We had been advised that the work on the M25 had been completed 22 weeks in advance of prediction.
A query had been received from a resident re proposed residents’ permits
Pilgrims’ Way East will be resurfaced this summer
Letter from resident complaining about pavements being overgrown with foliage in north side of Willow Park towards junction with Rye Lane – now cleared

5.2 Car Park
The contract was agreed and two minor alterations made to the proposed regulations.
It was confirmed that Britannia was insured for the monies in the machines.
The permit application was still under consideration and Cllr Whitehead would shortly
circulate a draft for consideration.  

Action Cllr Whitehead

The question of sports permits was again raised by Cllr Cracknell but the rest of the committee continued to be satisfied that proper legal advice had both been sought and given for the proposed regulation regarding these to be legally acceptable. Concern was raised as to the comment received from Britannia re placing OPC’s regulations on the signage. This was to be referred for comment to Graham Groves of SDC legal dept. The proposed contract and regulations were also to be referred for a final review. 

Action Clerk

It was also agreed that all documents be submitted to OPC’s insurers  

Action Clerk