

**MELBOURN PARISH COUNCIL
MINUTES**

Minutes of the Highways and Rural Footpaths Committee held on Monday 11th July 2016 in the upstairs meeting room of the Community Hub, High Street, Melbourn commencing at 7.15pm.

Present: Cllrs C. Stead (Chair), Cllr M Linnette (Vice Chair), K Crosby, A Mulcock M Townsend, S A Hart, S Parton, R Gatward,

In attendance: The Clerk

HWY01/16 Apologies for Absence:
Cllr Tulloch for work commitments and Cllr Bloomfield for personal reasons.

HWY02/16 Declarations of Interest:
There were no declarations of interest.

HWY03/16 Minutes of the meeting held on Monday, 21st March 2016
There were two minor typos.

**IT WAS PROPOSED BY CLLR CROSBY AND SECONDED BY
CLLR MULCOCK THAT THE MINUTES BE SIGNED AS A TRUE
RECORD. THIS WAS CARRIED.**

HWY04/16 To receive a report on the meeting 21st March 2016

Ranger – can the Ranger cut grass between kissing gate and Vicarage close and the beech tree branch has fallen onto walkway along the road next to All Saints Church. **ACTION: CLERK TO ASK RANGER**

See Appendix A

HWY05/16 Income and Expenditure Report
The Clerk presented the income and expenditure report since April 2016. Reminded Councillors a meeting is still be held with CEO of CAPALC and Chris Edge from Edge IT Systems to look at this year's budget. **See Appendix B**

HWY06/16 A10 Traffic Statistics Survey – Appendix C
To ensure an accurate account is made of the traffic data Melbourn Parish Council will require data from the other local villages that took part. The committee will then meet again to go through the data.

**CLERK: TO EMAIL OTHER CLERKS TO OBTAIN THIS INFORMATION
AND SEND TO THE COMMITTEE.**

HWY07/16 Transport Open Day Whittlesford
Cllr Stead attended a Transport Open Day in Whittlesford and met with Peter Taylor from Cambridge County Council Highways.

The first item Cllr Stead discussed with Cllr Taylor is a proposed 20 mph limit along Cambridge Road, from Port Way to the Dolphin Pub. Cllr Mulcock reminded Cllrs if that would be the case then each road leading off of the High Street would require signs informing the public they are going onto a 20 mph road, which would be very expensive. Alternatively if you place the

20 mph signs at the 4 entrances to the village then the whole village would become 20 mph and therefore no other extra signs would be required.

Cllr Hart suggested there should be a public consultation on this.

In the first instance Cllr Stead is required to seek advice from the Police and they would need to enforce this. Cllr Stead to also speak with County Cllr van de Ven and SCDC.

ACTION: CLLR STEAD TO DISCUSS WITH POLICE/COUNTY CLLR VAN DE VEN AND SCDC.

The second item was to discuss "4 - Stand up Flashing Light Signs" from a company called SWARCO and weigh 5kg each. Cllr Stead confirmed these are portable and can be moved around the village. They can collate data i.e. registration numbers if people are speeding etc.

Downside is somebody would need to be nominated for having the job of moving them around the village and taking them back to a secure place when not in use.

Mr Taylor also confirmed the existing flashing lights that are in Melbourn are ancient and Melbourn Parish Council should be looking at replacing them.

Mr Taylor and Cllr Stead discussed the serious flooding issues especially along Orchard Road next to The Black Horse Pub. Cllr Stead suggested investigating building up the kerb where is most effective. Does the Black Horse have their own generator to pump excess water away from the building? **ACTION CLLR STEAD TO INVESTIGATE**

Cllr Mulcock raised the issue that drains are still are large problem in Melbourn and the surface water has nowhere to go as the drains are blocked.

ACTION: CLERK TO WRITE TO CAMBRIDGE COUNTY HIGHWAYS TO MEET WITH CLLR STEAD TO GO THROUGH THE PROBLEMS WITHIN THE VILLAGE.

HWY08/16 Rose Lane sign and Salt Bin – Appendix D

Cllr Stead reported these sign issues to Cambridge County Highways Cllr Stead stated that he had received an email saying the item was now closed. Cllr Stead confirmed there was no evidence of any work being carried out or replacement of new signs. **ACTION: CLLR STEAD TO INVESTIGATE**

Cllr Stead stated he would go around each salt bin to ensure they are filled up. If not Cllr Stead to report back to the Clerk to contact Cambridge County Highways.

ACTION: CLLR STEAD

HWY09/16 Width Limit Little Lane Melbourn - Appendix E

Cllr Stead reported this issue to Cambridge County Highways. Cllr Stead stated that he had received an email saying the item was now closed. Cllr Stead confirmed there was no evidence of any work being carried out or new signs. **ACTION: CLLR STEAD TO INVESTIGATE**

HWY10/16 To consider any matters concerning Rural Footpaths:

A resident reported a serious injury to their leg after a wooden walkway belonging to Cambridge County Highways collapsed whilst they were walking across it. The wooden walkway was on a footpath as you leave Melbourn at the corner of The Moor near the allotments. Cambridge County Highways and Footpaths are now dealing with the insurance claim.

Cllr Stead reported there have been discussions about the rail crossing at Flambards in Meldreth closing soon.

Cllr Gatward suggested a way of using the footpaths more is to organise an annual walk starting from The Hub and ending back there for refreshments..

ACTION: CLLR PARTON TO SPEAK WITH RAMBLERS ASSOCIATION AND COUNTY CLLR S V D VEN

HWY11/16 Correspondence:

(a) Any correspondence received up to the time of the meeting

There was a letter from a resident about the cutting back an overgrown thorn bush on Orchard Way. Directly opposite Norgetts Lane. **ACTION: THE CLERK TO ASK RANGER/SEND LETTER TO RESIDENT.**

HWY12/16 To Accept Notices & Matters for the next Agenda

- Update on Rose Lane Signs and Width Limit Little Lane
- A10 Traffic Statistics Survey
- Update on findings from Transport Open Day Whittlesford

The Chairman closed the meeting at 8.20 p.m.

21/3/16	HWY56/15	The Clerk confirmed payment had been sent to Skanska for the High Street Survey. ACTION: The Clerk to ask for confirmation of receipt of payment.	The Clerk	Payment has been made to Skanska!
	HWY57/15	<p>a) Repositioning of Footpath on MVC Grounds</p> <p>The Chair welcomed John Barnes, Assistant Principal of Melbourn Village College. Due to the number of dog owners allowing their dogs to foul across the Melbourn Village College grounds and the Parish footpath, John Barnes asked the question would it be possible to move the existing Parish footpath that leads from the entrance to Vicarage Close directly across to the gap in the entrance to the Parish land. The committee felt changing the locations of the footpaths would not make a difference to the behaviour of the public. Melbourn Village College are required by Ofsted to meet their safeguarding responsibilities and as a result there were discussions about fencing off areas of the school to stop members of the public entering the site during term time. This will not stop members of the public walking through PE lessons with</p>	The Clerk	<p>Complete – on Full Parish Agenda</p> <p>Complete signs now erected.</p>

their dogs that are being held on the recreation ground on the left hand side of the hedge when you walk from vicarage close. Melbourn Village College have arranged for signs to be erected stating "dogs must be kept on a lead at all times whilst MVC PE lessons are held". The signs will be erected as you come in from Vicarage Close, the alleyway from Station Road, and from the main school. Melbourn Parish Council discussed contributing towards fencing up the small gap between the MVC land and Parish land and for two more locations of the same signs located at the entrances from the Parish Grounds to MVC Grounds. **MPC strenuously indorses MVC position on dogs being kept on a lead at all times whilst students are active during lessons. MPC must stress that all dog fouling must be picked up and disposed of in the correct dog bins provided.** This will cost approximately £500. **ACTION: The Clerk to place on next Full Parish Meeting for Approval.**

		<p>their dogs that are being held on the recreation ground on the left hand side of the hedge when you walk from vicarage close. Melbourn Village College have arranged for signs to be erected stating "dogs must be kept on a lead at all times whilst MVC PE lessons are held". The signs will be erected as you come in from Vicarage Close, the alleyway from Station Road, and from the main school. Melbourn Parish Council discussed contributing towards fencing up the small gap between the MVC land and Parish land and for two more locations of the same signs located at the entrances from the Parish Grounds to MVC Grounds. <u>MPC strenuously indorses MVC position on dogs being kept on a lead at all times whilst students are active during lessons. MPC must stress that all dog fouling must be picked up and disposed of in the correct dog bins provided.</u> This will cost approximately £500. ACTION: The Clerk to place on next Full Parish Meeting for Approval.</p>		
21/3/16	HWY60/15	The Clerk presented another letter regarding Surface Water Drain	The Clerk	Complete

		Blockage that has been sent to Highways Team SCDC. The Clerk to forward letter onto Cambridge County Highways to action. ACTION: THE CLERK b)		
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Appendix B

Financial Budget Comparison

Comparison between 01/04/16 and 11/07/16 inclusive. Includes due and unpaid transactions.
Excludes transactions with an invoice date prior to 01/04/16

	2016/17	Actual Net	Balance
Highways			
Income			
800 Highways & Rural Footpaths	£0.00	£0.00	£0.00
Total Income	£0.00	£0.00	£0.00
Expenditure			
8000 Highways and Footpaths	£3,000.00	£1,104.00	£1,896.00
8100 Street Lighting	£1,500.00	£0.00	£1,500.00
Total Expenditure	£4,500.00	£1,104.00	£3,396.00

Appendix C

**From: Cllr Jose Hales
Melbourn Parish Council
Melbourn Hub
30 High Street
Melbourn, SG8 6DZ
Email: Jose@josehales.me.uk**

31.03.16

**To: Mr Best – Managing Director
Road Data Services Ltd
Traffic survey for the A10 corridor- South Cambridgeshire.**

Dear Mr Best,

Further to our telephone conversations regarding traffic surveys for the A10 corridor, I write as requested with a description of our collective requirements and also to formalise the work. **Please consider this letter a collective authority to proceed.**

I'm uncertain as to whether you need background information but as this level of traffic surveying hasn't ever been performed in Sth Cambridgeshire to my knowledge, the information below may assist you in helping us to get the best from the results.

The A10 corridor group villages consist of **Melbourn, Meldreth, Whaddon, Shepreth, Fowlmere, Foxton, Barrington, Litlington, Wimpole, (A10 Group)**. These villages all lie between the A505 to the south and East, the M11 to the north and the A1198 to the west. Most of the villages have either been subject to; either approved house building applications and/or applications outside SCDC's (South Cambridgeshire District Council) proposed 'local Plan', or are just subject to large amounts of traffic passing through their villages or just suffer from 'Rat Run' traffic.

As a result, the villages collectively have grave concerns as to the safety of residents and general access issues along the A10 corridor and associated road networks.

These concerns above, are coupled with a large housing program being undertaken in Royston (Hertfordshire) (circa 2000 homes) that lies just south of the A505 / A10 junction, of which most of the expected traffic movements into Cambridgeshire are likely to travel via the A10.

We (A10 Group) discussed the survey you carried out for Harston Parish Council at a meeting of the A10 Group and were amazed to learn of the significant traffic flows through Harston.

As a result of this information we discussed the merits of performing a wider survey of all the A10 Corridor village junctions between the A505 and the M11 to give us as accurate a picture as possible. As a consequence of that discussion, we now have enlarged the village 'take up' to include 9 villages.

The roads are listed by village with the contact details of the Parish Council for billing purposes.

I have entered the cost to each participating Parish Council as per your quoted figures.

The following are the participating Parish councils with their desired traffic survey spots.

Melbourn

- A10 just South of the Melbourn junction
- Royston Rd (just before the 30mph signs)
- Station Rd (just before the junction to Meldreth)
- Cambridge Rd (just back from the junction to the A10)
- New Rd (just back from the junction is with the A505)
- Beechwood Ave

5 Maps attached:- Melbourn Traffic..., A10, Beechwood Ave, New Rd, Garden Centre.

Cost £870 + Vat

Melbourn Parish Council, Melbourn Hub, 30 High St, Melbourn, SG8 6DZ. 01763 263303
(option 3) Parishclerk@melbournpc.co.uk

Meldreth

- Station Rd (Melbourn end)
- Whitecroft junction. (at the 30 mph sign)
- Kneesworth Rd - just past West Way
- High Street – North End past junction

1 Map attached

Cost £580 + Vat

Meldreth Parish Council, Elin Way, Meldreth, SG8 6LT. 01763 269928
parishclerk@meldreth-pc.org.uk

Whaddon

- Whaddon Gap (at 30mph into village)
- Meldreth Rd (by house number 142)
- Church St (by college farm ahead of bend)

1 Map attached

Cost £435 + Vat

Whaddon Parish Council, 134 Bridge Street, SG8 5SN, 01223 208450
whaddonpcclerk@yahoo.co.uk

Shepreth

- Fowlmere Rd (A10 Junction)
- Barrington/Shepreth Rd (other side of village for Rat Run traffic)
- Meldreth Rd (for Rat Run traffic)

1 Map attached

Cost £435 + Vat

Shepreth Parish Council, 2 Barrington Rd, Shepreth. SG8 6QB. 07951 500146
parishclerk@shepreth.org

Fowlmere

- The village side of the entrance to The Triangle in Cambridge Road (within 30mph limit)
- Pipers Close (which is all within the 30mph limit)
- Long Lane, (again, within the 30mph limit), towards the outer limits though

1 Map attached

Cost £435 + Vat

Fowlmere Parish Council, 32 Chapel Lane, Fowlmere, SG8 7SD, 01763 209096
parishclerk@fowlmereparishcouncil.com

Foxton

- Shepreth Rd (Foxton)
- Station Rd (by level crossing)
- Fowlmere Rd

1 Map attached

Cost £435 + Vat

Foxton Parish Council, (office) 32 High Street, Great Eversden, Cambs, CB23 1HW 01223
264960 franceslaville@gmail.com

Barrington

- Barrington Rd (North side of level crossing A10)
- Orwell Rd (other side of village for Rat Run traffic)
- Haslingfield Rd (other side of village for Rat Run traffic)
- Shepreth Rd (other side of village for Rat Run traffic)

1 Map attached

Cost £580 + Vat

Barrington Parish Council, 36 The Causeway, Bassingbourn, SG8 5LG, 01763 243153
pc@barringtoncambs.com

Litlington

- Bassingbourn Rd (close to 30mph signs)

1 Map attached

Cost £145 + Vat

Litlington Parish Council, Redwood Lodge, South Street, Litlington, Nr Royston, Herts SG8 0QR 01763 852137 clerk@litlington.org.uk

Wimpole

- Cambridge Rd (A603) entrance to village

1 Map attached

Cost £145 + Vat

Wimpole Parish Council, 01763 852137, Sally.Walmesley@btinternet.com

Summary.

As can be expected, there will be some movements of traffic that do not use the A10 corridor. These are probably small in number, so unless advised by you, we wouldn't want to survey those routes.

The number of Villages participating is 9, the number of traffic survey locations are now 28. Please see attached maps showing the desired locations by councils, denoted by the red line across the road, however we would welcome your professional input as to suitability etc.

Agreed by you and participating Parish Councils:-

- For each traffic counting machine supplied, the charge will be £145 plus VAT.
- Each participating Council will be billed individually at the addresses supplied.
- Road Data Services Ltd will be responsible for acquiring the necessary Highway permissions to perform this survey.
-

When the 7 day survey period is over and all data devices are removed, RDS Ltd will forward a report detailing their findings and will supply all data collected in the form of an Excel spreadsheet, showing the relevant counts for each machine/location.

Some councils have requested that they be informed when you attend their village and would like to be invited onsite during installation. I wonder if this should be applied across the whole order, as local councillors will be familiar with the locations they have put forward. I would welcome your thoughts.

As discussed you will carry out the surveys outside of any holiday periods so that the returned figures are "traffic neutral".

The Easter break here is 24th March to 12th April (I have checked this with Cambridgeshire Highways Dept)

I assume the survey would take place within the week commencing the 18th April or beyond. Please also avoid Bank holidays too.

I do appreciate that the start date may now slip, however I will require any new dates to be notified to me and those new dates to be 'Traffic neutral'.

I look forward to your reply for availability and any other questions or suggestions you may have.

Yours sincerely
Cllr Jose Hales
District Councillor for Melbourn Ward.
Parish Councillor for Melbourn.

A10 Corridor Group.

APPENDIX D



HWY08/16

APPENDIX E

Dear Ms Adams

I would appreciate it if you would bring the following matter to the attention of the Parish Council.

Little Lane is a very narrow lane in the centre of the village. The thatch eaves of number 15 Little Lane, where my wife and I have lived for many years, overhang the lane at shoulder/head height, making this the narrowest point along the lane.

It seems the number of delivery vans using Little Lane is increasing rapidly. On several occasions in the past and four times in the past week alone vans have had difficulty getting past our thatch. Today, one of them made our cottage shake as it scraped along the thatch, although it caused only minor visible damage. Last week I had to remonstrate with a driver who was intent on driving past even though it was clear that his van would either rip off our thatch or demolish the garden wall on the opposite side of the lane; in the end he agreed to reverse the 100 metres back to the High Street.

On one occasion in the past, a van damaged the wire netting on the thatch while we were out, leaving a piece sticking out, which we did not notice when we came back. The wire then scratched another vehicle that went past in the dark, and we were of course held liable for the damage caused to it. It is just as well that nobody was blinded by the sharp wire.

Something needs to be done urgently to prevent a serious accident causing personal injury and damage to property.

A width limit of 6 feet 6 inches (2 metres) applies to vehicles using the lane. However, the sign indicating this is sited in a totally inappropriate position, on a lamp-post to the left of the barber's shop at the High Street end of the lane, as can be seen in the attached photograph. The same post also has a restricted access sign presumably applying to Little Lane.



Drivers approaching along the High Street from the north can see these signs but are unlikely to associate them with Little Lane, which starts on the other side of the barber's shop:



Drivers approaching along the High Street from the south and intending to turn right into Little Lane cannot see these signs at all:



The signs in question clearly need to be located at the entrance to the lane itself, and not on the other side of the shop. There is a post carrying a blue one-way sign (visible in the first photo) in a suitable position just to the right of the lane entrance, next to the pillar box. This post should be replaced with a slightly larger one to take all three signs – the width limit, restricted access and one-way signs. Perhaps a fourth – a 'road narrows' warning sign – could be added, since many van drivers I have spoken to said they didn't realise the lane would get so narrow in the middle.

The existing width limit sign is in imperial units only. I feel strongly that it should be replaced as soon as possible with one of the new signs showing both metric and imperial (The Traffic Signs Regulations and General Directions 2016, Schedule 3), since vehicle dimensions are always given in metric units (millimetres) and drivers should not be expected to know the imperial equivalent or to get out a calculator before passing the sign.

I would be grateful if the Parish Council could deal with this as a matter of urgency, before there is a serious accident.