

## HONITON TOWN COUNCIL

### Minutes of the Town Management Advisory Committee held on Tuesday 26 July 2011

#### Present

Cllr Les Bayliss	Honiton Town Council
Mr Mike Brown	Devon County Council Highways
Cllr Roy Coombs	Honiton Town Council
Cllr David Foster	Honiton Town Council
Cllr Marianne Harman	Honiton Town Council
Ms Helen Phillips	Highways Agency
Cllr Sara Randall Johnson	Devon County Council
Cllr Liz Tirard	Honiton Town Council
Cllr John Zarczynski	Honiton Town Council

#### 11/23. Apologies for absence

Apologies were received from Cllr Diviani (DCC); PCSO England (Police); Mr Hardy-Bishop (Highways Agency); Cllr O'Leary (EDDC); Mr Richardson-Dawes (DCC Transport)

#### 11/24. Declarations of interest from Town Councillors

Cllr Foster – Dropped kerbs in the vicinity of Manor House Nursing Home (P).

#### 11/25. To elect a Chairman and Vice-Chairman of the committee

Cllr Foster was elected Chairman of the committee and Cllr Bayliss was elected Vice-Chairman.

#### 11/26. To update committee on progress re emergency planning

Cllr Bayliss reported that he had taken on responsibility for emergency planning and was currently working on risk assessment. He hoped to have a draft report to present to Policy & Finance at the end of September.

#### 11/27. To report back on meeting of Safety Partnership Local Action Group

Cllr Foster reported that he had attended the recent meeting of the LAG, where he had been presented with a cheque to support the town's CCTV system. He also reported that concerns had been raised at the meeting concerning the introduction of charges to young people accessing the youth centre and that he would be raising this at Town Council. The group had also discussed the future of Honiton Refuge and the opinion of many members of the group that the refuge was being purposely left half empty to keep numbers low and make a business case for closure.

#### 11/28. Matters arising from the Minutes dated 27 April 2011 not forming part of the agenda

A Boards – it was agreed that the Clerk would put this on the next Marketing Committee meeting and Cllr Coombs be invited to address this item. Mr Brown would send the Clerk the current criteria relating to A boards.

#### 11/29. To discuss issues relating to the Police

##### a) Progress on CCTV in the town centre

In PCSO England's absence, the Clerk reported that the system was now working well although final amendments to the Allhallows camera were needed. Honiton Town Watch had donated funding to the Town Council to be used to purchase a further camera at Budgens looking east along the High Street and this was welcomed.

##### b) Changes to policing in Honiton and East Devon

In PCSO England's absence, the Clerk reported that Honiton had now been allocated as the main hub station for the area and all police response would be from Honiton. It was therefore likely that the police presence in the town would remain stable and may increase.

c) Review Speeding Controls

PCSO England had advised the Clerk that speeding was being monitored in the High Street and in Kings Road and that, following a complaint from a resident, Streamers Meadow would also be monitored. Members discussed the problems of speeding in the High Street and recognised the efforts the Market Manager had made to make visibility better turning right from New Street. Concern was expressed regarding the number of large lorries using the High Street and the Clerk was instructed to ask the police to monitor this situation whilst carrying out speed monitoring. Mr Brown confirmed that a 20mph limit in the High Street would not be enforceable.

d) Anti Social Behaviour in the High Street

The Clerk advised that this had been reported to the police, who were following up the complaints from residents.

e) Parking in Orchard Way

Members reviewed the information sent to the Clerk regarding parking problems in Orchard Way and were advised that the police were following up residents' complaints.

**11/30. To discuss issues relating to Highways Agency**

a) Progress on final stages of work on A35

Ms Phillips reported that only some re-seeding was now outstanding.

b) Progress on improvements re Turks Head junction following development re Lidl

No change since the last meeting.

c) Signage on the A30 relating to A373

Ms Phillips advised that the Highways Agency was still waiting for advice from Devon Highways regarding signage relating to the A373.

d) Improvements to signage for Honiton on A30 from easterly direction

The Clerk advised that complaints had been received regarding the placing of the signage for Honiton; Ms Phillips confirmed that the signs had been placed taking account of constraints in the area.

e) Hale Lane junction with A35

It was agreed that the Town Council would write to the nursery in Hale Lane advising them of the damage done in the road by HGVs and asking them to review their facilities for lorries to turn.

f) Signage to promote the town

Ms Phillips advised that current guidelines restricted brown sign images to 5 and Honiton was already in excess of these. However, the guidance was due to change shortly and would be out for consultation – it was expected that the new guidance may be more flexible with regard to tourist attractions. She suggested that the Town Council review the validity of its current signage and the need for other symbols (e.g. antiques) in readiness for these changes and this was referred to the Marketing Group.

**11/31. To discuss issues relating to Devon County Council Highways**

a) Parking enforcement

Cllr Randall Johnson advised that it had been agreed that parking meters would only be installed if they benefitted the town. She and Cllr Diviani had recently met with officers and agreed that any progress on this matter should be done in full consultation with the town; they would shortly be contacting the Town Council regarding this consultation. In the meantime she was talking with East Devon District Council about the air pollution problems.

b) Cold weather response

Members discussed the offer of salt spreaders from Devon County Council and the relevance of snow wardens and other initiatives within towns. It was agreed that Cllr Bayliss would look into this issue as part of his work on emergency planning.

c) Higher Brand blocked culvert and collapsed pipe

It was agreed that Cllr Coombs and Mr Brown would visit this site to discuss the problem.

d) Pedestrian Crossing Upgrade

Mr Brown confirmed that the upgrade was on schedule and that he would ensure the Town Council was kept fully updated on progress so that the impact on the High Street and the market could be kept to a minimum.

e) Faded Road Markings on High Street

Mr Brown was advised that the markings for the loading bay, the disabled bay and taxi rank had faded badly since being painted at the same time as the yellow line changes the previous year, despite having been re-painted once. Mr Brown would investigate this matter.

f) New Street Loading Bay

The Clerk advised that no recent information had been received on this issue since the Town Council had advised DCC of its preferred location. Mr Brown would look into this and report back to the Clerk.

g) Closure of New Street for South West Water

Mr Brown confirmed that South West Water would be consulting with traders in New Street and also with the Town Council before this work began. It was expected that the work would take place in September and be finished by October half term.

h) Dropped Kerbs

Cllr Foster raised the issue of the need for a dropped kerb opposite Honiton Manor Nursing Home to overcome the difficulties of (i) no pavement on the side of the road where the nursing home is located (ii) a high kerb on the opposite pavement, making it difficult to manoeuvre wheelchairs (iii) location near a brow of a hill. He advised that the nursing home had offered to make a contribution to the costs. Mr Brown advised that this work would be subject to external funding but, taking into account that tactile paving would not be required, he would look into the costs and advise the Clerk accordingly.

i) Handrail on corner of Marl pits Lane

The Clerk advised that, despite receiving Locality Budget funding from both ward members, no work had been done on this project. Mr Brown would look into this.

j) Crossing improvements for nature reserve on Battishorne Way

The Clerk advised that, despite receiving Locality Budget funding from both ward members, no work had been done on this project. Mr Brown would look into this.

k) New Street/High Street junction improvements

Mr Brown confirmed that this scheme had now been abandoned due to funding cuts.

l) Requests for new bus shelter near Millwater School

The Clerk advised of requests received and asked for clarification regarding the acquisition of new shelters; in the past Devon County Council had supplied and installed the shelters and then passed them to the Town Council for maintenance. The Town Council needed to know whether this was still the situation or whether they needed to fund new shelters; if the Town Council needed to provide the funding, advice needed to be given regarding how to apply for planning permission.

m) Parish Lengthsman

Cllr Foster raised his concerns, as the Town Council's liaison with the lengthsman, on the lack of information being received by the Council with regard to schedules and timings of visits to Honiton. Mr Brown confirmed that the lengthsman was next due in Honiton on 30 September and the Clerk advised that no notification had been received to date. It was agreed that Mr Brown would send the Clerk an outline of the previous visit so that Cllr Foster could review work currently being undertaken.

*Cllr Randall Johnson left the meeting*

n) High Street maintenance

The Clerk raised the issues of unsafe slabs on the footpaths of the High Street, particularly from New Street to the Post Office, and also of blocked drains causing flooding to shop premises. Mr Brown agreed to look into these problems urgently.

**11/32. To discuss issues relating to Bus Transport**

a) 367 Service (Town Bus) route and access to new Lidl store

Mr Richardson-Dawes had advised the Clerk that the town service could not be rescheduled without taking something away from another section of route in order to create sufficient time. However, in conjunction with the new development at Cranbrook, a more frequent Service 380 between Honiton and Exeter was proposed and would pass near Lidl – it was hoped that this could be running later in 2011. It was agreed that the Clerk should speak further with Mr Richardson-Dawes concerning the frequency of this proposed new service and also whether alterations could be made to the Town Bus so that it alternated between visits to Tesco and to Lidl.

b) 20 Service inconsistencies

The Clerk advised that she had passed on concerns from Cllr Ash regarding recent inconsistencies on this service and Mr Richardson-Dawes was looking into this.

c) Bus stops in Monkton Road

Ms Phillips advised that the Highways Agency currently had no funding to install these new bus stops. If it were recommended to affix flags to existing posts, the bus company should approach the Agency. The Clerk would discuss this matter with Mr Richardson-Dawes.

**11/33. To discuss issues relating to Footpaths and Town Lanes**

a) Update on progress with Definitive Map Review

Cllr Coombs advised that this was moving forward. Cllr Harman suggested that the Clerk advise town councillors of where public surveys needed to be done so that this could be addressed.

b) Footpath 22

The Clerk advised that the Town Council is awaiting suggested dates for a meeting with officers at East Devon District Council in order to resolve the issue.

c) Woodhill View

The Clerk advised that the Town Council was continuing to follow up this matter with East Devon District Council but to date no response to the Freedom of Information request has been received. Cllr Coombs raised concerns that during this delay land was continuing to be lost.

d) Permissive paths by Roundball Wood

The Clerk advised that the Town Council was awaiting confirmation from Combe Estate and its tenant before installing the kissing gates. Once this work was complete she would look into additional historic permissive paths.

e) Outstanding Issues re Footpaths

It was agreed that the Clerk would speak with Ms Hellier regarding Footpath 7/Orchard Way, the barrier on Footpath 7/Railway Inn and new gating and maintenance at Footpath 2.

**11/34. To discuss issues relating to East Devon District Council**

a) Update on air quality management area consultation

It was agreed that the Clerk would ask Mr Smith for an update on the situation regarding air quality in the town.

b) Allhallows Playing Field improvements

Cllr Foster reported that he and Cllr O'Leary had visited the site and were now chasing EDDC for the second stage of the improvements to the play area.

c) Maintenance of Water Channel

Mr Brown confirmed that the channel was within the highway but did not form part of the highway and that DCC had responsibility to keep the footpaths safe.

d) Cranbrook development

The Clerk advised that EDDC had confirmed that materials for Cranbrook and related developments would be transported mainly via the M5. Ms Phillips confirmed that the Highways Agency had requested a copy of the Construction Management Plan but this had not yet been received.

The Clerk advised that the Town Council had met with EDDC to discuss the impact (both positive and negative) on Honiton and how this may be addressed.

**11/35. To agree to change the frequency of meetings**

Cllr Foster proposed that the frequency of meetings should be changed to bi-monthly so that agreed actions did not stall. This was agreed.

**11/36. The Chairman closed the meeting at 4.00pm.**

**Signed Chair**

**23 May 2011**

**Signed Chair**

**8 August 2011**