



Working for the Community in Rotherfield, Mark Cross,
Eridge Green, Boarshead and surrounding areas

**MINUTES OF AN EXTRAORDINARY MEETING OF THE HIGHWAYS LIGHTING AND
TRANSPORT COMMITTEE
HELD ON THURSDAY 2nd NOVEMBER 2023 AT 19:30
IN THE ROTHERFIELD VILLAGE INSTITUTE, NORTH STREET, ROTHERFIELD, TN6 3LX**

COUNCILLORS PRESENT

Cllr. J. Kitchenham (Chair) Cllr. J Fryatt (Vice Chair). Cllr Robert Harris
Cllr. P. Kember Cllr Paul Snelling Cllr Beverley Johnstone

ALSO PRESENT

Adam Hardy, Clerk to Rotherfield Parish Council, Trevor Thorpe, Deputy Clerk
and Cllr. Janice Richardson.

1. TO RECEIVE THE FOLLOWING: -

a Public forum.

No members of the public attended.

b Apologies for absence (LGA 1972 s85).

Cllr. Martin submitted an apology, and it was resolved that his reason be accepted.

c Declaration of personal, prejudicial, and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests

None declared.

d To resolve that the Minutes of the meeting of this Committee held on August 15th, 2023, be taken as read, confirmed as a correct record, and signed by the Chair.

It was **RESOLVED** that the minutes were a true record of the meeting, and the Committee Chair signed them.

e Budget report to date for this Committee and consider any actions required.

- Copies of the budget and other financial reports for this meeting were circulated to the Councillors and it was **RESOLVED** that they were a true record. It was noted that the footpaths budget was overspent but this is because resurfacing and renovation work had been undertaken by the Council to this well used route.
- Currently expenditure on cold weather measures such as purchasing grit and salt is allocated to cost centre 203 – Highways and subcategory 4255 - Highways other maintenance. It was suggested that a separate category for winter maintenance/gritting work be created.
- Cllr. Kitchenham is to provide photos and information regarding the pavement on the A267 coastbound just before the turning into Mark Cross village. He has suggested that this requires work to improve and widen for the benefit of users.

2. TO CONSIDER INFORMATION AND MAKE DECISIONS ON ACTIONS AND EXPENDITURE AS REQUIRED REGARDING THE FOLLOWING ITEMS)

Deputy Parish Clerk: Trevor Thorpe, 82 Fermor Way, Crowborough, East Sussex TN6 3BJ

Tel: 01892 664245. **Email:** deputyclerk@rotherfieldparishcouncil.co.uk

Parish Council Website: www.rotherfieldparishcouncil.co.uk Twitter [@rotherfieldpc](https://twitter.com/rotherfieldpc) and on Facebook

Highways and Lighting matters

i. To agree the 2023 – 24 budget and precept requirements for this Committee.

	Code		2023/2024	AYTD	2024/25	
201 - Capital Projects - Highways	4203	Highways Projects	£ 10,000.00	£-	£ 12,500.00	
	4205	Additional Car Parking	£ 5,000.00	£-	£ 5,000.00	
	4208	Mark Cross & Eridge Projects	£ 3,000.00	£-	£ 3,000.00	
	4209	Traffic Awareness Measures (Speedwatch)	£ 1,000.00	£-	£ 300.00	
	4210	Speed Indication Device (SID)	£ 1.00	-	£ 1.00	£ 20,801.00

202 - Lighting	4220	Lighting/Maintainence Contract	£ 6,000.00	£ -	£ 6,000.00	
	4221	Lighting Repairs	£ 4,500.00	£ 160.00	£ 4,500.00	
	4222	Capitals Works - New Installs	£ 1.00	£ 360.00	£ 500.00	
	4225	Christmas Lights for Parish	£ 5,000.00	£ -	£ 6,000.00	£ 17,000.00

203 - Highways	4250	Footpaths	£ 2,500.00	£ 4,698.00	£ 3,000.00	
	4252	Street Sweeping	£ 4,000.00	£ 2,465.00	£ 4,000.00	
	4254	Bus Shelter Refurbishment	£ 200.00	£ 70.00	£ 500.00	
	4255	Rotherfield - Other Maintenance	£ 1,500.00	£ 322.00	£ 1,500.00	
	4256	Dog Bins Mark X and Hornshurst	£ 1,000.00	£ 779.00	£ 1,000.00	
	4257	Ground Maintainence Contract	£ 5,000.00	£ 4,466.00	£ 5,000.00	
		Mark Cross & Eridge - Other				
	4528	Maintenance	£ 500.00	£ 308.00	£ 750.00	
	4259	Maintain SID	£ 500.00	£ 674.00	£ 100.00	
	4394	Bus Service Support Grant	£ 1,500.00	£ -	£ 1,750.00	£ 17,600.00

It was **RESOLVED** to recommend the above budgets to the Finance & General Purposes Committee for approval.

ii. Survey and arrange cutting back of foliage around streetlamps.

Our Contractor has been asked to cut back this from the units in Station Road opposite the flats and at the top of New Road. Councillors to please report any other lights affected to Clerk or Deputy.

iii. Fingerpost inspection; outcomes, recommendations, and further actions

Deputy Clerk is to complete review, photograph, and forward details to the contractor for details of cost for this work.

iv. Information regarding match funding from ESCC for eligible highways projects.

Details are on the East Sussex Highways website. The scheme is still in operation and includes funding of two fingerpost for renovation per financial year, subject to funds available.

v. Review arrangements for winter weather matters.

Deputy Clerk is to review stocks of rock salt to determine if further supplies are needed from BLM.

vi. Review Urban Cut Arrangements for 2024.

Deadline for joining this year's scheme 10th December. ESCC are to be requested to pay particular attention for junction splays that will create a hazard if not fully cut back. Please advise **CLERK/DEPUTY** to confirm with East Sussex Highways.

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vii. Commercial vehicle parking in the Parish.

Deputy Clerk to research and report legal position with this as it believed that there are restrictions to certain classes of commercial vehicle.

3. TO CONSIDER THE FOLLOWING ON BEHALF OF THE RECREATION & BURIAL COMMITTEE

- a. **Receive and consider quotations for Hornshurst Burial Ground Fencing including an additional one requested at the September Parish Council meeting.**

This has been dealt with by another committee.

4. TO RECEIVE NOTICE OF DATE OF NEXT MEETING OF THIS COMMITTEE.

Tuesday 16th January 2024 in the Rotherfield Institute at 19:30.

5. REPORT DETAILS OF ITEMS AND ISSUES FOR INVESTIGATION, FURTHER ACTION OR FOR FUTURE AGENDA.

Deputy Clerk reported the following: -

- i. The sign by the Mark Cross parking area opposite the Church is sun-bleached. Deputy Clerk recommends replacing.
- ii. No parking notices for the surgery have been made "in house". Only site to fix signs was on the fence bordering the Church. Deputy Clerk recommends that some "proper" no parking signs be purchased and fixed to the building in suitable locations.
- iii. It was suggested that the two laybys on the B2100 approaching Court Farm could be tidied and planters installed to improve the appearance of this approach to the Village. **Clerk** to add item to the 16th January 2024 meeting of this Committee for further discussion.
- iv. Deputy Clerk to investigate untidy state of verges at top of Hornshurst Road and the bank opposite by the steps to the Bowls Club.
- v. A "considerate parking campaign" was suggested, via social media and St Denys' News. Particular concerns are vehicles not parking with the flow traffic, also obstructing entrances and visibility. **DEPUTY CLERK** to investigate deer hazard on B2100 near the nature reserve. Deer cross here and the warning signage is considered inadequate and needs replacing/re - siting. Deer warden to be consulted on the matter.

The meeting closed at **21:05**.

.....Signed.....Date

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