

**GREAT SHELFORD PARISH COUNCIL**  
**Draft Minutes of Parish Council Highways Sub-Committee Meeting held in the**  
**Pavilion**  
**Woollards Lane, Great Shelford at 18:30 on 8 June 2018**

Present: Cllrs Ashurst – BA – (Chair), Fane - PF, Townsend - GT,

1. **Apologies:** Angela Milson, Mike Nettleton, Simon Talbot, Richard Davies, Stefan Harris-Wright.

2. **Declarations of interest** - none

The meeting was then adjourned for up to 15 minutes when members of the public were able to ask questions of the Council and put forward points of view in respect of the business on the agenda.

There was 1 member of the public in attendance, point raised were:

- Blocked drains in Spinney Drive and Woollards Lane and associated problems
- dealing with Cambridgeshire County Council
- Deterioration of pavements and roads
- Regular road sweeping and leaf clearance
- Should a CCC representative be invited to the village to “see” the issues.

The Chair advised that the Parish Council will be funding a trial on kerb/drain cleaning with an outside contractor to supplement that undertaken by the CC and SCDC. Areas for the trial have yet to be determined.

Pavements and Roads are the responsibility of CCC, the PC will discuss whether a full survey of the village needs to be undertaken

The road gutters are swept by SCDC on a 3monthly basis, the PC supplement by the Village Man leaf clearing.

The PC is arranging a meeting with the County Councillors to discuss Highways issues.

There is also a meeting being arranged with the Head of Highways to do a post review of all the recent changes in the village.

3. **Minutes of Meeting on 19<sup>th</sup> Feb 2018** were approved.
4. **Minutes of Meeting on 19<sup>th</sup> Sept 2017** No matters arising.
5. **PRO372/ Highways changes and other village CC projects**

The majority of the work was now completed, lining and roundels in various locations had been completed overnight on the 8<sup>th</sup> June.. Outstanding works expected to complete by the end of June are: Crossing (gully and lining), DYL’s outside Tesco need no loading nibs, additional 20mph signs on existing street posts, loading bay and no loading signage, chevron removal on Stapleford bridge cycle path, tidy up High Green Layby, and complete programming of flashing school lights. CCC had also been advised of the damaged weight sign at the traffic lights. **Action : BA to progress**

All APM’s had been completed but the re-lining (eg Cambridge Rd cycle lane / Scotsdales / High St and Tunwells) were yet to be started. CCC will get a final price for the works from Skanska as Traffic Management would be needed and then the PC can decide if it’s within budget or reduce the work if it isn’t. **Action : BA to progress**

It is hoped a post project meeting will be possible with CCC staff to discuss the long delays which have occurred to complete the projects. **Action : BA/MN to arrange meeting.**

6. **Granhams Corner.**

The Committee discussed whether to proceed with our own safety survey as we had been unable to obtain funding from the LHI monies in 2017-18. In light of the fact that CCC were now proposing to add the project to “Transport Investment Plan” (TIP) it was agreed

that we would not pursue our own survey. The project is expected to be added within a couple of months (Plan updated twice a year), once it is on the plan the PC will monitor progress.

**7. Pavement Parking High Green**

The issue of a local business parking (3 spaces) on the pavement near the bus-stop was discussed. The space nearest the shelter would not be a useable parking space once the “Bus Indicator” sign was installed (planned shortly). The Committee agreed that the rest of the pavement area remaining should rendered unusable for parking, benches were dismissed as they could be safety issue. The full PC will be asked to approve the installation of bollards.

**Action: Full PC to approve**

**8. LHI bid 2018-19**

Bids have to be submitted 31<sup>st</sup> July. It was agreed to bid for central refuges on Cambridge Rd (one near Scotsdales and the other in the Davey Crescent area).

**Action : BA to submit bid.**

**9. Potholes (Roads and Pavements)**

It was agreed that a full survey of the village may be needed so that the PC could monitor progress. To be discussed at next PC meeting. **Action : discuss at full PC**

**10. Road / Kerb Sweeping / Drain Cleaning**

Expenditure for a trial has been approved by the PC. Sites need to be identified for the trial.

**Action : BA / Parish Clerk**

**11. Additional CM Grass Cutting**

The PC undertakes the majority of open space and verge cutting in the village, there are a number of other areas which SCDC undertake on a less than regular basis. It was felt that the PC should cut these areas. The areas need to be identified.

**Action : PC to identify areas (BA) once SCDC have provided area information (PF).**

It was also noted that GSPC cut areas that are the responsibility of Stapleford PC (eg Hinton Way). This needs further discussion. **Action : discuss at full PC**

**12. Future TRO list**

TROs Future	
Cherry Trees	DYL's at entrance to prevent parking which restricts width for emergency vehicles
Poplar Close	DYL's at the end of the road to prevent parking and enable vehicles to turn round
High Green	Removal/rejigging of parking outside the Old Post Office
Hinton Way	Monitor parking on eastern side, if a problem DYLs
Spinney Drive	SYL with restriction
McCauley	Junction with Orchard Rd : slow sign / SID
Hetare	DYL's at Cambridge Rd junction : email Mike N
Dandys Coppice Shelford Bottom	Access to Magog Court Cars Parking
Church St	DYL on non school side to prevent parking

The list was discussed and agreed that the PC to move forward with raising a TRO.

**Action : BA to progress**

**13. Community Highways Volunteering**

This is a scheme for local residents to undertake low level highways works (eg sign cleaning). Item to be discussed at a later meeting.

**14. Switch off Engine Signs Hinton Way / state of crossing**

It was reported that an unofficial sign suggesting motorists switch off their engines whilst waiting at the crossing. It was felt that this was a good idea and the PC will investigate the possibility of installing additional signage at both crossings. **Action : BA to progress**

The roadway surrounding the track in Hinton Way was in a poor state and that National Rail should be contacted. **Action : BA to progress**

**15. Consider Parking Issues and Potential Engagement with Businesses.**

Local businesses have staff that use the car-parks whilst at work, this impacts on local residents who often are unable to park for shopping. In the past local businesses have not engaged with the Community (Local Plan) and it was felt the best course of action would be to talk to them individually to discuss the issue. **Action : BA to progress.**

**16. Matters for future agenda consideration**

Parking – general  
Decriminalise parking  
A1301 disrepair

**17. Meeting closed at 8.10pm**

***Note. All the above is the official minutes of the Highways meeting on 8<sup>th</sup> June 2018 that have been reviewed by the Committee with full adoption awaited at the next Committee meeting***

DR