

Whiteley Parish Council

Highways and Transport Committee

Minutes of a meeting of the above Committee held at Meadowside Leisure Centre, Whiteley on Wednesday 23rd June 2010 at 7.45pm.

Parish Council Committee members present: Kairen Goves (Chairman), Brian Hughes (Vice-Chairman), Roland Diffey, Mike Evans, Brenda Hatch.

Parish Councillors Vivian Achwal, Colin Bielckus and David Jenkins, four members of the public, Parish Clerk Nicki Oliver

1. **To receive apologies for absence** Al Menzies, Pat Thew
2. **To receive declarations of interest regarding agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** A member of Whiteley Fareham Residents' Association spoke on the poor bus services and her letter to the PC (see agenda item 7). The Chairman provided an update under agenda item 4.4.
4. **Meeting resumed to consider the following agenda items**

4.1 To progress proposals within the adopted 'Safer Access to Schools' paper
4.1.1 To progress surface improvements to the Gull Coppice footpath. **The Chairman has been advised that there is some funding left for Safer Routes to School and it was agreed to ask for £5,000 towards the upgrading of the Gull Coppice Footpath. Action Chairman.**

It was agreed to ask HCC for a copy of the Safety Audit for the road surfacing work near the school. Action Chairman.

4.2 To receive update on the yellow line review regarding the parking issues in Parkway and elsewhere. **Time scale for completion awaited from WCC.**

4.3 To consider issues relating to HCC's Whiteley Emergency Traffic Plan – update on proposed Plan.

4.3.1 To agree date for Working Party to discuss further **Refer to next meeting. Cllr Diffey is preparing a paper on improving access in Whiteley which will include emergency planning.**

4.4 To receive update on proposed improvements to Whiteley bus services and associated infrastructure. To explore community transport opportunities. **The Chairman advised that a request has been made to HCC for a simplified timetable to allow the existing services to be publicised in the bus shelters and elsewhere.**

Members of the public were advised that the Council has been repeatedly told by HCC that there is no funding to increase bus services.

Costs of the WACA mini bus to be researched. Action Clerk.

4.5 To consider issues arising from the SATURN study of relevance to this committee

4.5.1 To agree date for Highways Working Party meeting to discuss draft plan for improved access to Whiteley **Refer to next meeting. Cllr Diffey is preparing a paper on improving access in Whiteley which will include emergency planning.**

Results of the Yew Tree Drive consultation are still awaited.

4.6 To receive update on requests to HCC/Police Road Safety Unit including maintenance requests.

To receive update on the following:

4.6.1 Complaint about able bodied parking in Meadowside disabled bays. **The bays in question are in the privately owned Whiteley Village car park and need repainting. Request to be forwarded to the Village.**

4.6.2 Maintenance of Leafy Lane to Whiteley Lane greenway. **The Chairman has succeeded in asking WCC for action, although the greenway landscaping is not adopted an order for clearance has been issued to the owner.**

Improvements agreed with WCC 1st April 2010:

4.6.3 Sign clutter removed or consolidated / paint highway as single lane at crossing refuge at Solent Way to Rookery Avenue **Time scale for completion awaited.**

4.6.4 R1 two [KEEP CLEAR] sections: one in front of the Rookery Avenue centre and right hand lane exits and one in front of the middle and right hand Parkway exits. **Time scale for completion awaited.**

4.7 To review Committee Terms of Reference and make recommendation to Full Council. **Terms reviewed, recommended alterations as attached.**

5. To identify any unmanaged risks within this committee's remit Continue to monitor.

6. Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available Continue to monitor.

7. Recent correspondence / reports from meetings of relevance to this committee

Copy letter from Whiteley Fareham Residents Association asking for improved bus services, Chairman to keep the RA updated.

A new fault reporting system is being developed by HCC and the Chairman is one of the test users.

Meeting closed 8.45pm

Highways and Transport Committee Terms of Reference recommended to Full Council 5th July 2010

The Transport and Highways Committee is constituted as a Standing Committee of Whiteley Parish Council. The Committee composition shall be a **minimum of** five Councillors as voting members with three members of the Committee constituting a quorum.

1. The Chairperson and Vice-Chairperson (if required) to be elected annually by the Committee.
2. All correspondence shall be conducted through the Clerk of the Parish Council wherever possible.
3. Minutes of all meetings are to be kept by the Committee and normally forwarded to the Parish Clerk for circulation at full Parish Council meetings.
4. The Committee will consider all issues concerning transport, roads and lighting within the boundaries of Whiteley Parish Council working with district, local neighbouring and law enforcement authorities as appropriate.
5. The Committee is authorised to commit Parish Council funds to a limit of £500 (Five hundred pounds) without formal Parish Council approval provided that this amount has been provided for in the annual precept.
6. The Committee will meet as workload requires, at least every other month

** Please note the Chairman of the full council is an exofficio member of all committees and entitled to vote.*