**Swaffham Town Council**

Minutes of the **Transport & Environment Committee** meeting held on **Tuesday 7th June 2022** at **4.00pm** in the Council Chamber.

Councillors: Mrs J Anscombe, Mrs L Beech, Mr K Oliver.

Committee members: Mr P Bray, Mr J Zielinski (Chair), Mrs K Gordon, Mr S Sole

Town Clerk: Mr R Bishop

Office Administrator: Mrs H Duggan

Public: 4

1. **Apologies for absence.**

Cllr J Skinner – prior commitment

1. **Declarations of interest**

None received.

4.01pm - the meeting was adjourned to allow public participation – *See Appendix 1*

Swaffham Action Climate Action Group - It was noted the group had provided feedback on the Transport Committee Strategic Plan and in

doing so it was recognised that the group should be involved in future strategies as each had

similar goals.

Several issues were highlighted for the Transport Committee to consider

* Speeding through the town – possibly extending the current 20mph restrictions.
* Heathland/Watton Road – issues with speeding, cars parking.
* Norwich Road – new cycling routes in place for new estates, the potential to extend these into town.

The Chairman agreed to take into account all issues raised and ask Highways NCC to consider them.

4.16pm the meeting was resumed.

1. **Traffic, Access or Environment issues from Non-Members Councillors**

3.1 Nominations for Chair 2022-23

 It was proposed by Cllr Beech and seconded by Cllr Anscombe that the current Chairman be voted in for a further 12 months, 2022-23.

**It was unanimously agreed to appoint Mr John Zeilinski as Chairman for 2022-23.**

3.2 Nominations for Vice Chair 2022-23

It was proposed by Cllr Beech that the current Vice Chairman be voted in for a further 12 months, 2022-23.

**It was unanimously agreed to appoint Cllr J Anscombe as Vice Chairman for 2022-23.**

1. **Minutes**

The minutes of the Transport and Environment Committee meeting on Tuesday 1st March 2022 were agreed by the Committee and signed by the Chairman as an accurate record

1. **Outstanding actions agreed at previous meetings or new issues raised:**
	1. Station Street Car Park – update from Breckland Council.

It was noted there had been no contact from Breckland Council recently on this matter, the Town Clerk would chase a progress report.

Cllr Oliver advised the Caravan and Camping Club use the Station Street Car Park and wanted to speak with the Town Clerk about continued use.

* 1. Electric Car Charging Points – Theatre Street.

Cllr Anscombe advised she had recently written to Breckland Council requesting an update on this topic, as well as litter.

It was suggested the Council raise the matter with the Breckland Councillors for support.

* 1. TROD Meadow House – to conclude deliberations.

**It was agreed this request was a private matter and not something the Council could agree funding for.**

* 1. Safety of footpath verge/bus stop on Watton Road.

**It was agreed to invite Cllr Ed Colman, NCC to visit the site with the Town Clerk and Charman to review safety issues in Watton Road prior to attending a Transport Committee meeting to discuss a way forward.**

* 1. Resident issue re-access to the Pightle.

It was suggested the issue be referred to Highways NCC for suggestions/awareness of the issues occurring with vehicles entering the Pightle that experience difficulty in turning around due to the narrow road.

* 1. Resident issues raised with Bus Stop in Lynn Road.

It was noted a new, taller bus stop post had now been installed at the bus stop in Lynn Road and the hard standing area had also been completed.

It was suggested asking Highways about the potential to extend the 30mph speed restriction beyond the new bus stop to help reduce speeding in the area.

* 1. Report from meeting with Greg Pearson Breckland Council 21st April re-carbon zero status.

It was concluded that the correct authority to be raising this matter with would be Norfolk County Council, it was therefore agreed to convene a meeting via Cllr Ed Colman at the earliest opportunity.

It was recommended to push for a low emission area instead of zero status to reflect the status and location of the town.

Cllr Oliver agreed to circulate an email received from Greg Pearson.

1. **Strategic Plan**
	1. Draft Review

**It was agreed the Transport Committee members would hold a separate meeting to finalise the proposed Strategic Plan before sending it to the Council July meeting for approval and to ask for it to become an adopted policy of the council**

* 1. Comments on Draft Review by Climate Change Group

Discussed as part of agenda item 6.1

1. **Reports from Highway Engineer Meetings on 4th March, 25th April, 27th May 2022.**

**It was agreed to circulate the notes of each monthly Highways meeting to the Transport Committee once completed, rather than wait for a full Transport Committee meeting.**

1. **Next meeting:**

Tuesday 6th September 2022 4pm Town Hall Chamber.

 Meeting Closed 17.30pm Chairman………………