

Swaffham Town Council

Minutes of the **Transport & Environment Committee** meeting held on **Tuesday 4th January 2022** at **4.00pm** in the Council Chamber.

Councillors: Mrs J Anscombe, Mrs L Beech, Mrs J Skinner
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

1. Apologies for absence.

None

2. Declarations of interest

None

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

None

4. Minutes

The minutes of the Transport and Environment Committee meeting on Tuesday 7th September were agreed by the Committee and signed by the Chairman as an accurate record

5. Outstanding actions agreed at previous meetings

5.1. Footpath 25 (London Street to Beech Close)

Cllr Anscombe confirmed Swaffham Rotary had cleared the litter recently removing five bags worth of litter and had agreed to undertake a regular litter pick.

5.2. Castle Acre Road – worn out road markings.

No progress to report however it was noted that as it was winter this type of work would not normally be undertaken. The Town Clerk was asked to request an update, nevertheless.

5.3. Sporle Road – overgrown vegetation.

It was noted that the Deputy Clerk had written to the school previously. It was also noted the grass had died back now it was winter and it decided to look again in Spring.

5.4. Long Lane – overgrown vegetation.

As per Agenda item 5.3 it was decided to look again at this in Spring.

5.5. NCC Walking and Cycling Strategy

A meeting was held on 21st September 2021 with Matthew Heywood NCC; however nothing had been heard since. The Chairman contacted Cllr Ed Colman and was awaiting a promised update. The Town Clerk was happy to support the Chairman in obtaining an update.

5.6. Old Grammar School

The Town Clerk confirmed the front of the building had now been boarded up temporarily. The Town Council Planning Committee had considered an amended plan for the former school site at their meeting on Tuesday 21st December 2021.

In addition to the Agenda items the following updates were requested:

War Memorial trees.

Mr Bray highlighted the issue of the two trees that were removed by Breckland, due to disease, however had not been replaced. The Town Clerk confirmed that Breckland had been asked

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many times in the past 5 years however there was no intention of the trees being replaced by Breckland.

Cllr Skinner proposed, seconded by Cllr Beech that the Town Clerk approach Breckland to ask if two trees could be planted as part of the tree planting project.

It was agreed that the Town Clerk approach Breckland to ask if two replacement trees could be planted as part of the tree planting project

War Memorial & Haspalls Road Telephone boxes

The Town Clerk was asked to obtain an update from the Deputy Clerk on the progress of discussions to potentially purchase and revive the War Memorial telephone box with flowers etc and also help regenerate the area and also the potential to create a green space on what is currently a small and unkempt concrete junction at London St/Haspalls Road.

It was agreed the Town Clerk would obtain an update from the Deputy Clerk on the progress of discussions to potentially purchase and revive the War Memorial telephone box with flowers etc and also help regenerate the area and also the potential to create a green space on what is currently a small and unkempt concrete junction at London St/Haspalls Road.

Table & Chair extended Licences on the Market Place

The Town Clerk and Cllr Anscombe confirmed the extensions to the existing licences were given by NCC in keeping with National Government Guidelines as part of the agreed Covid recovery programme and as such non-negotiable.

It was agreed to circulate the National Government Guidelines for information.

The Town Clerk and Cllr Anscombe agreed to highlight the thoughts of the committee at the next Breckland Five Towns meeting.

6. Environmental Items

6.1. Breckland Green Projects fund – Sustainable Swaffham.

Cllr Anscombe confirmed having written to Cllr Sherwood and put forward suggestions for consideration and now awaited feedback.

It was suggested that the War Memorial telephone box and area could be something to add to the Sustainable Swaffham project.

6.2. Litter

The Chairman raised the issue of litter around town, in particular fast food rubbish in Norwich Road. Committee members discussed possible ways to get local groups and companies involved in litter picks and raising awareness.

It was agreed the Chairman would contact local fast food outlets for support and also Greg Pearson, Breckland Environment to see what could be achieved.

6.3. Air Quality Action Plan

Cllr Anscombe confirmed she had heard from Andrew Grimley and was now awaiting an update on the Air Quality Action Plan.

7. Transport, Walking & Cycling items

7.1. Footpath along old railway lines.

The Town Clerk confirmed David Ormerod was working through a very long list of local footpaths that he was trying to register with NCC by their deadline of 2026; the old railway lines were amongst these applications.

7.2. Theatre Street Car Park signage.

It was noted the signage had been installed by Norfolk County Council under the Parish Partnership Scheme; there were a few amendments still needed.

7.3. Bus Stop, Lynn Road opposite Highfield Avenue – Parish Partnership update

It was noted a Parish Partnership Bid had been made for this Bus Stop. Match funding was agreed - £1,500 from the Bears Lane cancelled project plus £1,500 towards the final costing of £6,000.00, from the Highway Engineer Jack Griffiths.

7.4. Station Street Car Park

The Town Clerk confirmed that Mr Simon Taylor-Avery had left Breckland Council, so temporarily Mr Ralph Burton was picking up this issue until a replacement officer was appointed.

Mr Ralph Burton confirmed that work had not yet commenced on the change of the orders and the legal process as feedback was required on a number of key points.

The Town Clerk explained the points raised and the responses provided on costing parking, .

It was agreed to request a draft wording of the order to allow more productive feedback to be achieved.

7.5. Safe route to school. New developments Norwich Road via north Pickenham Road and White Cross Road.

The Chairman wished to raise his concern on this issue. The Town Clerk advised the issue had been taken up with the developers Barratt's and was currently the subject of on-going dialogue. It was mentioned to Barratt's in early discussions regarding planning obligations and reminded again recently.

7.6. Request for 20 mph in Courtfields.

A Councillor spoke to the Mayor about concern regarding a potential speeding issue in Courtfields, specifically the section where Valentine Barker Court was at the end. A local resident had enquired if a 20 mph limit, speed bumps, or even a narrowed area of the road on one side was possible to help calm traffic.

After discussion it was proposed the request be put to the Highways Engineer for comment and cost.

It was agreed to ask the Highways Engineer about the possibility and cost to set up a 20 mph zone in the Valentine Barker/Courtfields area to help reduce speeding traffic.

7.7. Request for footpath Meadow House, Norwich Road.

This request came in during October 2021; a resident is asking if there is a way to get a footpath installed for the Meadow House residents as they are restricted and not able to get out and about. It was pointed out that in order to access the Town that you have to walk in the road, and this is a safety issue as they use wheelchairs and there are lorries and cars that pass the home, and the closest footpath is on the new housing estate (Barratt's) in Norwich Road. It was asked if this could be looked at as a matter of urgency.

It was agreed the Town Clerk would raise the suggestion of a possible TROD through the Parish Partnership Scheme, at the next application window.

7.8. Diagonal parking bay in Town Centre.

Mr P Bray explained that because of the curve of the road, it was very difficult for drivers approaching the crossing from South to see pedestrians waiting to cross from West to East. This was particularly bad for two reasons:

- The diagonal parking bay to the South of the crossing is often taken by a large SUV or a delivery van; restricting the sight line, particularly if the vehicle is long.
- Some pedestrians don't stop and look before crossing (Highway Code) and walk straight onto the crossing while distracted by their mobile phone etc.

Mr Bray suggested that the diagonal parking bay closest to the crossing was disabled: this could be achieved without expensive roadworks by blocking the bay with a suitably large, but low, planter. The recommendation was put forward that the Town Council obtain the necessary agreement from NCC Highways.

It was agreed to raise this with the Highways Engineer to see what could be done to improve safety in this area.

8. Transport & Environment Committee (TEC) Strategic Plan

8.1. To review and update Strategic Plan for 2022 – 2023.

It was noted the current plan needed updating and progress logged against various items.

It was agreed Cllr Anscombe would review and update the current plan and circulate it to Committee members for comment and ideas for new priorities.

9. Next meeting:

Tuesday 1st March 2022 4pm Town Hall Chamber.

Meeting Closed 17.45pm

Chairman.....

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