

BERKHAMSTED TOWN COUNCIL

Minutes of a Meeting of the

TRANSPORT & ENVIRONMENT COMMITTEE

held in the Council Chamber, Civic Centre, Berkhamsted

on Monday 13 March 2017 at 7.30 pm

MEMBERS:

Councillors: S Beardshaw (Chairing in Cllr Matthews' absence)
A Armytage
D Collins (substituting for Cllr Matthews)
E Collins
F Earl
G Yearwood

ALSO PRESENT:

Councillors: I Reay
G Stevens

OFFICER: Mrs J Mason – Town Clerk

1 member of the public was present

OPENING MATTERS

TE 12/17 Apologies for absence

These were received from Cllr S Bateman and Cllr P Matthews.

TE 13/17 Declarations of Interest regarding items on the agenda

Cllr G Yearwood expressed a personal interest in item TE 16/17(ix) which gave notification of a public meeting about the new hospital campaign. This will be at 7.30 pm on Wednesday 22 March 2017 at The Forum, Dacorum Borough Council offices. He advised that he had been involved in preparing the information that would be presented at the meeting.

TE 14/17 Approval of the minutes of the meeting held on 30 January 2017

The minutes were approved as a correct record and were duly signed as such by the Chair.

TE 15/17 It was **noted** that actions following the 30 January 2017 meeting are covered elsewhere on the agenda.

TE 16/17 Chair's Communications

- (i) Information circulated by Sharon Collins, DBC, regarding the Hertfordshire Health and Wellbeing Board Pharmaceutical Needs Assessment.
- (ii) Hertfordshire County Council 1 February news release "The Daily Mile gathers pace in Hertfordshire";
- (iii) Hertfordshire County Council's public health e-news.
- (iv) Berkhamsted Citizens February 2017 newsletter.
- (v) Invitation to Herts Sports and Physical Activity Partnership – Partners' Forum on Monday March 20th 2017.
- (vi) Latest news and information from Sunnyside Rural Trust.
- (vii) News from the Wildlife Trust - March 2017.
- (viii) NHS West Herts Hospitals NHS Trust news release reporting that the Trust has moved from 'inadequate' to 'requires improvement' following the CQC inspection in September 2016. Cllr Yearwood advised that the Trust remained in special measures for a second year.
- (ix) Notification of public meeting on Wednesday 22 March 2017, 7.30 pm at The Forum, Dacorum Borough Council. The subject will be the new hospital campaign.
- (x) Local NHS spending survey - NHS Herts Valleys CCG e-mail 7 March 2017. (Circulated to Councillors 7 March 2017).

TE 17/17 Public Participation

It was **RESOLVED** that Standing Orders would be suspended as required during the course of the meeting so that members of the public might speak.

ENVIRONMENT

TE 18/17 Events Committee

The notes of the meeting held on 17 February 2017 were **received**. At the meeting the draft site profile for Berkhamsted Castle, prepared by English Heritage's Events Manager, had been discussed. The document's aim is to give clear guidance to those potentially organising events at the Castle to ensure awareness of English Heritage's requirements and the constraints of the site. Additionally, it ensures that both the Town Council and BLHMS are advised of event bookings from other organisations. A timetable of bookings will be maintained by the Town Clerk. A further events Committee meeting will be arranged in the summer.

TE19/17 Castle Site Working Group

Cllr Beardshaw updated the Committee on the actions arising from the 27 February 2017 meeting which had been the first meeting of the group. Terms of reference had been agreed and membership would comprise core and ad hoc members. This would enable the group to draw on specialist expertise as required. The next meeting had been arranged for 8 May 2017.

TE20/17 Parish Paths Partnership Projects 2016/17

The Town Clerk updated the Committee on the current year projects

- i. The Devil's Own Town audio trail: The accompanying leaflet had been prepared and printed. The audio version had been recorded the previous weekend and was undergoing editing. Brian Shepherd, the local historian who had prepared all the graphics as well as writing and recording the script, would host a side table at the Town Meeting on 30 March to introduce the trail to members of the public.
- ii. Accessible gate to replace stile at Kitcheners Field: Although funding would have been available it had now been decided by the landowners (Berkhamsted School) not to proceed. This decision had been made because the stile had recently been removed and its absence had not caused any problems. As a result it had been agreed that a gate was not necessary.

TE21/17 Special Meeting of the Trustees of the Graham Greene Birthplace Trust on 22 March 2017

It was **RESOLVED** that, in advance of the above meeting, the Town Clerk be authorised to advise Giles Clark, Chairman, Graham Greene Birthplace Trust, that the Town Council supports the proposed amendments to the Trust's constitution.

TRANSPORT

TE 22/17 Traffic Lights at the Junction of the High Street, Kings Road and Lower Kings Road and no waiting/loading restrictions

It was **noted** that a DBC representative has confirmed that HCC would have no objection to the proposal for the variation in hours. These changes would require a full consultation process by DBC and would be considered once the issue of the judicial review of the car park proposals had been determined.

Following a discussion it was **RESOLVED** that notwithstanding the above, the Town Clerk should advise DBC that all actions necessary to implement variation to the no waiting/loading restrictions should be started now. In addition, DBC should be asked for a further update on the phasing of the traffic lights. They should be requested to adjust the phasing as necessary and install smart lights to improve traffic flow throughout the day.

TE 23/17 Parking Forum meeting

- i. The notes prepared by Cllr Matthews following the meeting held on 1 March 2017 were received and discussed. The notes are attached to these minutes. It was noted that Cllrs Collins and Ritchie had a meeting scheduled with the portfolio holder on 17 March and would be examining possible solutions to issues such as those experienced in Bridgewater Road recently.
The Parking Forum had also revisited reports from 2014 looking at the possibility of creating a small number of additional parking spaces and

preventing parking in dangerous places. Forum members recommended that smart lights should be installed at the earliest opportunity at the Kings Road, Lower Kings Road, High Street junction (see also TE 22/17 above). Extensions to the 20 mph zone were also recommended and a proposal for a limited one way system was being prepared. The view was expressed by some Committee members that this latter proposal could lead to longer journey times and would have ramifications throughout the town. In conclusion a spread sheet prepared by Cllr Stevens which included details of possible additional parking spaces was noted.

- ii. The Committee considered a **resolution** that the T & E Committee accepts the recommendations of the Parking Forum and supports the proposal that Herts County Council and Dacorum Borough Council should be approached for a review of and modifications to current parking and waiting restrictions. The goal would be to increase the number of on street parking spaces and improve the traffic flow though Berkhamsted. Furthermore, this resolution is not dependent on any outcome of the plans for a multi-storey car park in Berkhamsted.

Following a discussion it was **RESOLVED** that the Committee supported the above resolution in principle. However, it would be necessary first to undertake preliminary work in consultation with Hertfordshire County Council regarding cost and safety. DBC would also be consulted as necessary. The resolution would be discussed again at the Annual Meeting of the Town Council on 22 May 2017 once cost and safety questions had been answered. It was anticipated that safety considerations for the various proposals would be used when prioritising schedules of work. The Town Clerk will liaise with HCC in consultation with members of the Committee as necessary.

The Chair suspended standing orders to enable Mr C Birch, a Parking Forum member, to speak. He advised that drawings, measurements, reports and photographs prepared in 2014 would be on file and these had been provided to HCC at that time.

Thanking Mr Birch for his contribution the Chair reinstated standing orders and the meeting resumed.

TE 24/17 Bus shelter outside Asylyns School in Chesham Road

The Committee considered a **resolution** that the Town Council should make a financial contribution towards connecting a power source to the bus shelter outside Ashlyns School, Chesham Road. Cllr Reay explained that because there was no convenient power supply a trench would have to be excavated from across the road and the cost would be in the region of £5,000. Following a discussion it was **RESOLVED** to refer the matter to the F & P Committee on 10 April.

TE 25/17 Junction Improvements Kings Road/Shootersway Junction

In response to a query raised by Cllr Yearwood it was agreed that the Town Clerk should ask HCC representatives for an update on this planned project and confirmation of the start date. The Committee hoped that it would still be scheduled for the school summer holiday period later this year. She will advise Council members of the response and include an appropriate item on the agenda for the next T & E meeting which is on Tuesday 8 May 2017.

TE 26/17 The meeting closed at 8.35 pm.

Signed.....

Meeting.....

Notes from Parking Forum Meeting

1st March 2017

The terms of reference of the Parking Forum from 2012 and amended 24th April 2014 need to be reviewed and modified to place emphasis on:

Increasing the number of on and off street parking spaces

Improving the traffic flow through Berkhamsted.

These to be investigated and delivered without a dependency on the construction of the Multi-story Car Park.

The Agenda of the meeting and a list of priority issues for action is attached. The list will be evaluated in the next meeting (Date Below) and actions expanded and owners identified.

1. Apologies

Apologies were received from Cllr Stevens, Lauren Hill and Wendy Conian would be a little late

2. Short Update on MSCP

All work on this has been suspended until the outcome of a Judicial Review initiative is known.

3. Bridgwater Road Incident

A report was received of a problem with an ambulance on an emergency call being blocked in by traffic and commuter parking on Bridgwater Road. Despite the extra time it took to move the traffic the ambulance eventually got to Watford. The elderly patient has finally returned home but is still unwell. It is fortunate that there was not a worse outcome.

The discussion ranged around existing funded measures and possible future measures. The road has become increasingly heavily used as a bypass for the high street. An estimated 7% increase in traffic over the last 3 years was mentioned.

Extending the double yellow lines on corners to their fullest legal extent has already been funded, but not yet implemented. Other measures have not been funded. It is not known if there are funds to carry out a survey and implement other parking measures but this will be pursued.

Action: Contact Herts CC portfolio holder and request survey and further parking restrictions

Action: Review current funding plans and schedule for completing work

Action: Dave Carter and Clive Birch to look at potential solutions

4. Potential Parking at the Fire Station

Discussion on this topic was deferred to the next section

Action: Dave Carter to look at potential number of spaces and Ian Reay to contact Fire Officer

5. Parking Space Reports of 2014

This section is devoted to the reports that were drawn up in earlier times by the parking forum with a view to creating small numbers of additional spaces and preventing parking in some dangerous places. The following points were made

Parking at the station needs to be reviewed to see if reduced cost parking at the weekends would alleviate some congestion.

Funds have been allocated to replace the lights at the High St/Kings Road/Lower Kings Road Junction with "smart" lights improving the traffic flow. This is considered as part of the traffic flow measures for the Multi-Storey Car Park, but is needed now

The parking use report for the two main areas of the town was reviewed and a detailed list of potential spaces will be produced. Most of these will be obtained by altering the length of "yellow line" parking restrictions.

The Junction of Waitrose and Lower Kings road was mentioned as a problem area, although this was low priority.

The existing 20 MPH zone will be extended to include Ellesmere Road, Chapel St, George St, Station Rd, and short section of Gravel Path. A new area for consideration will be developed by C Birch and I Reay covering the roads off Charles Street

An initial proposal for limited one way systems will be prepared.

A prioritised list of all the additional spaces has been prepared. Actions and owners will be on this list once the list has been prioritised

The spaces at the Fire station will be reviewed and contact will be made to investigate additional usable spaces (*see 4 above*)

6. Actions Arising

See prioritised list

7. Date of next Meeting

29th March at 7.30 in the Council Chamber

8. Any other Business

Note was made of the Cross Oak Rd Closure and the restrictions for Hilltop Rd and Beech Drive