**THE MINUTES OF WADHURST PARISH COUNCIL HIGHWAYS LIGHTING AND TRANSPORT COMMITTEE MEETING HELD REMOTELY VIA ZOOM**

ON THURSDAY 10TH DECEMBER AT 7.00PM

Present*:* Cllr P Moore (Chair), Cllr C Moore, Cllr Griffin, Cllr Anderson, Cllr Crawford, Cllr Murphy, Cllr Gadd (in part) and Cllr Smith

Also, in attendance: Claudine Feltham (CF) (RFO/temporarily covering Clerk’s role), Martin Fagan of Community HeartBeat Trust (CHT) and one member of the public.

**MINUTES**

1. To elect a Chair of the Highways Transport and Lighting Committee

Cllr P Moore was proposed to be Chair of the Highways Transport and Lighting Committee by Cllr Gadd, this was seconded by Cllr Smith and all members approved unanimously.

1. To elect a Deputy Chair of the Highways Transport and Lighting Committee

Cllr Griffin was proposed to be Deputy Chair of the Highways Transport and Lighting Committee by Cllr P Moore, this was seconded by Cllr C Moore and all members approved unanimously.

1. To receive apologies and reasons for absence.

No apologies were received.

1. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members’ register of interests.

No declarations of interest were made.

1. Public Forum – time limit 15 minutes.

Martin Fagan from Community HeartBeat Trust spoke in connection with the installation of defibrillators in disused telephone kiosks – as per agenda item 8.6 of this agenda.

CHT is a national charity that came into existence 12 years ago, as an amalgamation of 6 other charities, with the intention of installing defibrillators into communities. The team at CHT mainly come from medical backgrounds.

They aim for the projects to be put into place with best practice, governance and sustainability for long term relationships.

When British Telecom (BT) decided to decommission telephone kiosks the CHT did not want to lose these iconic landmarks and thought they would be perfect as defibrillator stations. So far, they have been involved with the installation of defibrillators in 800 red telephone kiosks and 200 glass/steel kiosks. Many of the red kiosks were installed prior to electrical standards, some have not been safe. CHT worked with BT and have formalised safety standards. They use 12-24-volt cabinets and no longer use single skin cabinets.

There are many different defibrillators on the market. CHT have assessed them all and categorised them into three tiers. They recommend the ones categorised in tier 1. These have video instructions as well as voice instructions. Data shows that the defibrillators with video have 30% better response.

The law surrounding defibrillators is changing, including the signage used, as well as the move of some issues of governance becoming law. CHT have an online governance system where checks and records will be stored – this includes information on the battery and pads expiration dates. When the law changes, if a defibrillator recue takes place and the defibrillator didn’t work, then the Coroner would require all of the records, and this is something that CHT can also deal with.

Features of defibrillators vary, some can detect whether the patient is an adult or child (aged 7 or under), whilst others give comment on whether the compression is too light, too hard or OK.

Training, governance, post recue counselling are included within a range of services provided by CHT.

CHT offer a Managed Solution option which is popular with parish councils.

Cllr C Moore asked how long could you expect a defibrillator to last for? Martin advised should try to go for the most modern equipment at the start – and if cared for properly could last for 15 years.

Cllr Smith enquired how many people could be trained? A: as many people as the parish council asked for. Suggested maximum per training session would be 50.

 CHT also have guidance literature that they could share with the parish council.

 Cllr Anderson asked about insurance. A: the £100 set up fee would also include 10 years insurance.

 Members thanked Martin Fagan for his time and assistance.

Speed watch: Malcolm Ramsden asked if any of the Councillors would like to join the Speed watch as they could benefit with more volunteers. Cllr P Moore advised that he had spoken with parents at Sacred Heart school about Speed watch today.

 *End of public forum*

1. To approve the minutes of the Environment, Highways and Transport Committee of Wadhurst Parish council held remotely via zoom on Thursday 18th June 2020 at 7.00pm

**Deferred:** will be considered at the next meeting.

1. To determine matters arising from the previous minutes for updating and noting.

As per item 6.

1. Items for decision and allocation of resources, if necessary.
	1. High street improvements for discussion and agreement – Cllr P Moore

Cllr Gadd thanked Cllr P Moore for his very informative report.

Cllr P Moore read through the list of proposed improvements:

Phase 1

* Increase parking at Greyhound Car park
* Speed limit Reductions–
	+ 20 mph - High Street -Uplands to The Walk
	+ 30 mph - Blacksmith Lane including Primers Green Lane & Pell Hill
	+ 30mph - Extension B2100 Cousley wood Road (towards Lamberhurst)
	+ 30 mph - Railway Station crossing
* Change signage - No HGV, Single Track, Do not follow Sat Nav signage
	+ Primers Green Lane & Pell Hill
* Psychological Traffic Calming (*Royal society for the prevention of Accidents*)
	+ Coloured surface dressing
	+ Removal of white lines
	+ Removal of unnecessary road markings
	+ Village Gateways – Ticehurst direction & Lamberhurst Direction
	+ Granite set imprints or similar – to denote village centre
* Restoration of historic brick Pavements
	+ Greyhound to Uplands Entrance
	+ Institute to Washwell Lane
	+ Piccolo Café to Simply Indian
* Piccolo Café – improve pedestrian safety - Raised conservation kerb & new heritage bollards
* Drop Kerb for pedestrians – Crittals/Church St
* Declutter Road signage
* Replace signage with historic East Sussex fingerposts
* Resurfacing Lower High Street pavements
* Landscaping of pollarded trees – Pharmacy/Butchers
* Replace Bus Shelter at the Railway station (previously approved)
* Paint bus shelter – Greyhound (previously approved)
* Replace street furniture with conservation style & colour
* Replace “out of keeping” concrete benches - The Walk, Uplands School, Primary School
* Installation Cycle Racks - White Hart and Greyhound Car Park
* Replace Bollards - Piccolo Café, Central parade, Entrance to Wadhurst
* Install bollards – Uplands Entrance, White Hart/ Washwell Lane Junction
* Install heritage Lampposts

Phase 2

Subject to increase of parking provision at Greyhound Car Park and completion of school building project respectively:

* Creation of Pocket Square - St James Square
* Redesign pavement area Uplands entrance to The Greyhound

Possible creation of second “The Walk’ using similar trees and walling

Cllr P Moore invited members to let him know of any comments or concerns, and explained that the first step would be for feasibility studies, then each work on each item as a costed project.

There are funds from the Waters Reach development which have a deadline for use, so would be keen to move things forward.

Cllr Crawford commented that he was unsure about the speed reductions.

Cllr P Moore proposed that members should adopt the paper as a starting point, this was seconded by Cllr C Moore and reached unanimous approval.

(Note: Cllr Gadd lost connection to the online meeting at some point during item 8.1).

* 1. Status of ongoing correspondence with East Sussex Highways – Cllr P Moore and
	2. Outstanding issues list (East Sussex County Council) – Cllr Griffin

*Agenda items 8.2 and 8.3 were considered together.*

Cllr Griffin: there is a significant list of outstanding issues. Drains may have to be dug up because they cannot be cleared. Some drains that should have already been cleared have not yet been done.

At the top of the High Street have many loose bricks, some of which need to be reset. With the pavement drains, the tarmac was laid at a higher level and has blocked the drains, one was tarmacked over completely.

Cllr Griffin has asked to see the plans for how Uplands would be re built.

Last week an elderly lady fell on the lose piece of heritage pavement opposite the Methodist chapel, this has been reported to East Sussex Highways (ESH). Also, outside of Kingsley Court the pavement is quite broken up.

Cllr Griffin is liaising with Cllr Bob Standley who is assisting with communications to ESH.

Cllr P Moore thanked Cllr Griffin for his consistent efforts with these issues.

Cllr Anderson asked if ESH have a charter of standards. **Action:** Clerk to make enquiries.

Cllr P Moore has requested a meeting with the Assistant Director of Highways.

Cllr Murphy asked about the setup of East Sussex County Council and East Sussex Highways and who ultimately holds responsibility.

Cllr Anderson suggested that it may be worth contacting Nus Ghani for her support

Cllr C Moore commented that an email had been received from a parishioner today detailing their ongoing issues with ESH in Newbury Lane. **Action:** members agreed for this additional item to be added to the outstanding list of issues maintained by Cllr Griffin.

* 1. Refuse tip- in light of recent communication from Nus Ghani discuss & agree to write to Nus Ghani for support to reopen household recycling site Discuss and agree to expedite application to make household recycling site an asset of community value.

Cllr C Moore this was also considered at the full council meeting 3.12.2020 and she will be writing to Nus Ghani. The priority for now is the record this as an Asset of Community Value (ACV). **Action:** CF to begin the ACV application form with as many details as she knows and forward to Cllr C Moore.

* 1. Bus-stop close to the Greyhound public house, improvements required – Cllr Griffin advised members that currently this does not provide an effective shelter as there are now sides. Cllr Griffin suggests that frames with Perspex are added. **Action:** Cllr Griffin to obtain quote for consideration at the next meeting.
	2. Telephone Kiosk Refurbishment and Defibrillator Project – Cllr C Moore

Cllr C Moore referred to the input given by CHT during the public forum time.

Proposal by Cllr C Moore: to recommend to full council the adoption of the telephone kiosk at Best Beech Hill from CHT, to refurbish this kiosk and the one at Durgates, and their refurbishment, at a cost of up to £3000, and installation of 2 x defibrillators up to a maximum cost of £4800 (others are available at a lower price) using CIL funds, and to purchase them from CHT using their Managed Solutions plan. This was seconded by Cllr P Moore, and reached unanimous approval from all members.

Cllr Anderson asked if Cllr C Moore could find out whether CHT would also take on the parishes already installed defibrillators under the Managed Solutions scheme. Action: item for full council agenda 7/1/2021.

Cllr Murphy asked how would we know if someone had a DNR (Do Not Resuscitate) in place. Was advised that this would be a good question for the training session.

It was also noted that it would be a good idea to update the website with the current list of defibrillators in the parish. **Action:** members to email the Clerk with details of all the known locations of current defibrillators.

* 1. ESCC Rural Verges as Wildlife Corridors; A Reduction in Rural Grass Cutting Trial – Cllr P Moore: this was agreed at the full council meeting held 3rd December 2020.
	2. Road safety at Sacred Heart School – Cllr P Moore

Concerns have been raised by parents of children at Sacred Hearts school and a meeting has been held with Cllr Bob Standley.

Cllr Standley is arranging for the white ‘school – slow’ signs to be re painted, to make sure hedges are cut back so that road signs can be seen, and will also suggested they consider employing a school crossing patrol person.

Cllr P Moore asked if the parish council should embark on a feasibility study, Cllr Murphy said this had already been done. Item noted for further progression once more information is known.

* 1. East Sussex Grass Cutting options – Cllr P Moore

Cllr P Moore proposed Option 2 – Extra cuts: Parish/Town Councils may fund an additional four cuts to be carried out by ESCC, totalling six cuts (two standard and four extra) over the course of the year.  This would cost the Parish Council a total of £945 for the year. This was seconded by Cllr C Moore and reached unanimous approval.

 9. Items for discussion

9.3 Transport South East – who are look for town and parish Cllrs to help shape the future of transport in the region – Cllr P Moore

**Action:** Clerk to ask for clarification of what is required of the Councillor.

* 1. Community Action Safety Group (Sussex Police)

Member discussed areas that could be suggested to the Community Action Safety Group and resolved to recommend:

Mayfield Lane close to Sacred Heart school

Station Road - between the station and the village centre

Coulsey Wood Road – between Pell Green and The Old Vine pub.

This was proposed by Cllr P Moore and seconded by Cllr Anderson.

It was also mentioned that Speed Watch were looking for additional volunteers. Action: Cllr Smith to ask for details from Malcolm Ramsden so that an article could go on Facebook, Website, Instagram etc.

* 1. Wildlife verge; suggestion from Nessie Ramm (Cllr P Moore)

Cllr Murphy expressed her concern that this land did not belong to the parish council. Action: Cllr Murphy to make contact with Nessie Ramm for further discussion.

1. Items for noting only
	1. To note spend to date against budget

Noted. Overall, there is an underspend on the committee’s budget, but there were many projects being considered.

**Action**: Cllr P Moore to consider any additional budget for 2020-2021 and bring information to the Finance and Resources Committee on 17th December 2020.

1. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.

Cllr Griffin spoke about the cleaning of the heritage lampposts, as they still hadn’t been done, despite it being in the ESH that they would be cleaned every six years.

Action: Cllr Griffin to add this to the list of items for discussion with ESH

Cllr Murphy enquired about the snow plan and snow plough.

**Action:** Clerk to see if she can find any documentation on this and forward to Cllr Anderson

**2115 hours meeting closed**