

Highways & Public Transport Committee

23 August 2011, 20.00hr

Present	Councillors	J Shardlow A Brewster G Clark N Clements D Davies D Johnston M Fletcher	Chairman
		Irene Casper	Deputy Clerk
		Julie Bell Richard Brett	WDPS WDPS
		Press	0
		Public	0

2144 -11 Apologies & Substitutions

All members present

2145-11 Questions from the Public

None

2146-11 Declarations of Interest

Councillor Clark declared a personal and pecuniary interest in Minute 7-11 (the contractor being her husband) and took no part in the discussion of this item

2147-11 Minutes

The Minutes of the meeting held on 28 June 2011 were approved.

Resolved: To approve the Minutes of the meeting held on 28 June 2011 as a true and fair record, and for these to be signed by the Chairman.

2148-11 Signage Design Statement

Julie Bell Chairman of Wheathampstead and District Preservation Society circulated the latest draft copy of the Signage Design Statement and gave background to its function.

Its purpose is to achieve greater consistency and quality of signage, particularly in the Conservation Area. After adoption by Wheathampstead Parish Council and St. Albans District Council Planning Department the Statement would be used as supplementary guidance for planning applications. The Signage Design Statement will help new

and existing shopkeepers to know what to aim for in relation to signage for their businesses. The aim is to have a consistency of image in the village.

Since the inception of the Signage Design Statement in 2007 there has been enormous progress. The Parish Council in conjunction the WDPS and WEB has already achieved three targets, a new Village sign, Village Entrance Signs and a fingerpost. The work on the Heritage Trail will complete another aim, an information board.

Signage specifically for the Highways and Public Transport Committee to consider are street signs and cutting out clutter from extraneous road signs.

Councillor Shardlow thanked Ms. Bell for her report and opened the meeting up for questions from the committee.

In answer to a question Ms Bell informed the committee that a copy of the Signage Design Statement has been sent to SADC Planning, but there has been no response.

Members were concerned that only illuminated signs have to seek planning permission, non-illuminated signs are exempt. Councillor Brewster informed members of the new development framework that is coming up, the Parish Council will be able to have input to this document and may put guidelines in about all signage in the village.

This committee to find out more about signage requirements in the Conservation Area to enable WPC to advise businesses on their signage.

Proposed from the Chairman,' We write to Heather Cheesebrough SADC, (with a copy of the Signage Design Statement) – this has been put together by the WDPS. Wheathampstead Parish Council would like to adopt the Statement and would like it to be used as supplementary guidance for planning applications'. Copies to go to Terry Heritage SADC, Portfolio Holder and Christopher Briggs SADC. Agreed.

A response to be put before the next meeting of this committee.

Members agreed that new shopkeepers should be helped through this process and Mr. Whitwood from WEB to be asked to meet with the owner of a new village business and give him a copy of the draft Signage Design Statement.

- Recommendation**
- 1 To note the latest draft Signage Design Statement of the WDPS.**
 - 2 To contact SADC regarding signage requirements in a Conservation Area.**
 - 3 To write to Heather Cheesebrough SADC - Wheathampstead Parish Council would like to adopt the Signage Design Statement and would like it to be used as supplementary guidance for planning applications. Copies to Terry Heritage and Christopher Briggs.**
 - 4 Mr. Whitwood (WEB) be asked to contact the owner of a new village business and give him a copy of the draft Signage Design Statement.**

2149-11 Update on Matters discussed with HCC as responsible authority**Salt Bin (minute 1990-11)**

Quotations had been sought for a new salt bin to be sited at the junction of Sheepcote Lane and Marford Road.

Proposed from the Chairman, 'We recommend purchase of a 14 cubic foot salt bin – costs £185.

Councillor Shardlow informed members that there is now a tracker in place for HCC works, it will be circulated prior to the next committee meeting.

Councillor Brewster reported that there has been no response on the Slype speed restrictions.

Pedestrian Crossing (Marford Road)

Councillor Fletcher was concerned about road closures when the crossing is installed on Marford Road. Clerk to contact HCC for information before the Parish Council meeting on 25 August.

Councillor Shardlow reported that works to pot holes, road surfacing, and white lining had all been completed by HCC. A flooding issue at Cherry Tree Lane has been dealt with promptly.

- Recommendation**
- 1 Purchase of a 14 cubic foot salt bin to be sited at the junction of Sheepcote Lane and Marford Road – cost £185.**
 - 2 Tracker to be circulated to members before the next committee meeting.**
 - 3 HCC to be contacted on road closures in regards to the installation of the new crossing at Marford Road.**

2150-11 Bus Shelters

Members considered a request to move the bus stop at Castle Rise/Lower Luton Road.

After discussion it was agreed initially to contact the bus company for their view on moving the bus stop.

It was agreed that a letter to go to HCC informing them of the urgent need to replace and possibly relocate this bus shelter and request for funds and advice to facilitate this.

Members agreed a letter should go to the parishioner concerned informing him of our actions, and that we are going through the proper channels.

In future it is hoped to find a source of funding to replace the bus shelters, consideration would then be given to what style to replace the

existing ones with.

The bus stop outside the Memorial Hall will be moved when the new crossing is installed – this will be fully funded by HCC.

There is a 50% grant available to install new bus shelters.

Councillor Clark declared a personal and prejudicial interest in this item and took no part further part in the discussion.

Members reviewed the refurbishment of the bus shelters in the light of possibly moving one.

Proposed from the Chairman, ' We refurbish the bus shelters as previously agreed. Agreed.

- Recommendation**
- 1 A letter to go to the bus company regarding the possible moving of the bus stop at Castle Rise/Lower Luton Road.**
 - 2 A letter to go to HCC informing them of the urgent need to replace and possibly relocate the Castle Rise bus shelter and request for funds and advice to facilitate this.**
 - 3 A letter of reply to parishioner informing him of our actions.**
 - 4 Refurbishment of the bus shelters to carry on as previously agreed.**

2151-11 Floral Works

Members were informed that Wheathampstead has been nominated in the District in Bloom Competition.

Next year is the Queen's Diamond Jubilee and with this in mind Councillor Shardlow proposed that the floral works should be impressive next year. She has asked for a copy of the S106 agreement for the Butterfield site to confirm that there is be money for 'public art' and this committee should take control of this budget and use it to support the WDPS garden project and the floral decorations of the village.

It was agreed that floral works be kept on the agenda.

- Recommendation**
- 1 To note Wheathampstead has been nominated in the District in Bloom competition.**
 - 2 S106 monies be sought to support the WDPS garden project and to enhance the village floral decorations in 2012.**
 - 3 Floral works to be on the agenda for the next committee meeting.**

2152-11 Christmas Lights

Councillor Johnston reported that he had spoken to Messrs. Whitwood and Law and they are happy to run the 'Christmas Lights Up' event this year, with help from the Parish Council.

Help is needed with road signage and it was agreed to contact an officer at Hertfordshire Highways and request if it is possible for HCC to permanently loan road signs, Tesco to be approached if HCC cannot loan the signs.

Signs needed are - Road Closed Ahead and Diversion.

Councillor Brewster reported that Top Hat will be more involved this year.

It was agreed that a working party from this committee/parish council would support Mr. Whitwood in organising the Lights Up event.

Working Party – Councillors Davies, Brewster, Fletcher, Johnston and Woodhams.

All Highways Committee members will participate in marshalling to assist with traffic (tba by working party)

Proposed from the Chairman, 'A letter to go to Mr. Whitwood informing him of the Working Party to help with the organisation of the 'Lights Up' event. Agreed.

Members then discussed the Christmas decorations.

It was agreed to have one Christmas tree this year (in the churchyard).

Mill Walk Lighting – Members discussed this area of lighting and the Clerk is to investigate the safety of the original lighting. It was agreed to seek quotations for new pea lights.

The Bull may be approached for sponsorship of the new lighting, which could match their lights.

- Recommendation**
- 1 To note Messrs Whitwood and Law, with help from the Parish Council will run the 'Christmas Lights Up' event this year.**
 - 2 Request to HCC to permanently loan road signs to WPC, if not possible approach Tesco regarding funding of the road signs**
 - 3 A Working Party to assist in the organising of the event – Councillors Davies, Brewster, Fletcher, Johnston Woodhams.**
 - 4 All Highways Committee members will participate in marshalling to assist with traffic.**
 - 5 Letter to go to Mr. Whitood informing of the 'Christmas Lights Up' Working Party.**
 - 6 To have one Christmas tree this year - in**

- the churchyard.**
**7 Clerk to investigate the Mill Walk
Christmas lighting.
Quotations for new pea light to be sought.**

2153-11 Budget Review

Members reviewed the budget for 2011/12. The Chairman proposed, and it was agreed, that the report be noted

Recommendation To note the report

2154-11 Progress Against Village Plan Targets

Members reviewed the progress against Village Plan targets.

Recommendation To note review of the Village Plan targets.

The Chairman declared the meeting closed at 21.25hr.

Dated this day of 2011
Chairman