

HARTLEY PARISH COUNCIL

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
Tel/fax 01474 709441
E mail mail@hartleyparishcouncil.org.uk

18th November 2004

Dear Councillor

You are invited to attend a meeting of the Highway Working Party to be held on Wednesday 24th November 2004 commencing at 7.00 p.m. at the Pavilion, Manor Field, Church Road.

Yours sincerely

**Julie Hoad
Proper Officer**

AGENDA

1. Apologies for Absence

To receive apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest. Election of Chairman

3. Minutes

To approve the minutes of the Ash Road Working Group held on 19th May 2004 (Annexed).

4. Terms of Reference

At the Council meeting held on 9th February 2004, it was agreed that the terms of reference of the Ash Road Working Group be extended to include other highway matters affecting the Parish.

This matter was considered by the Ash Road Working Group at its meeting held on 19th May 2004 and as a result the Working Group came forward with a draft terms of reference and also recommended the name of the group be altered to the Highway and Byway Working Group

At the Council meeting held on 14th June 2004, the Working Group's terms of reference were approved (as set out in appendix 1), but the name of the Working Group's was altered to the Highway Working Group.

5. Ash Road

To consider the plans provided by Kent County Council for the proposed improvements to Ash Road. The plans are available for inspection in the Parish Office, if any should wish to view them in advance of the meeting.

Kent County Council has informed the Parish Council that the proposed signage and line improvements will be implemented at the same time as the proposed works featured on the aforementioned plans.

6. Date of the next meeting.

List of circulated documents

1. Minutes of the meeting of the Ash Road Working Group held on 19th May 2004
2. Terms of Reference as approved by the Council on 14th June 2004

Committee Membership

Cllr Mr M Harris
Cllr Mr B Ramsay
Cllr Mrs M Solman

Cllr Mr V Sewell
Cllr Mr C Ward

Highways Working Group

Terms of Reference

1. To determine the problems and assess the priorities associated with the volume and speed of traffic using the Ash Road.
2. To formulate a strategy to overcome the problems associated with the traffic on Ash Road and report back to the Council with its findings and recommendations.
3. To meet from time to time as deemed necessary by members of the working party.
4. The working party to be dissolved on submission of its findings and recommendations to the Council.
5. To co opt, for such time as is necessary, members of the public to the working group.
6. To examine and make proposals to the Council on issues affecting highways and byways within the Parish.

Approved by Council at its meeting held on 14th July 2003
Re-confirmed by the Council at its Annual Meeting on 10th May 2004
Amended by Council at its meeting held on 14th June 2004