

# HARTLEY PARISH COUNCIL

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7<sup>th</sup> June 2007

Dear Councillor

You are invited to attend a meeting of the Highways Committee to be held on **Wednesday 13<sup>th</sup> June 2007 at 7.30 p.m. at Hartley Library, Ash Road.**

Yours sincerely

Julie Hoad  
**Proper Officer**

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## AGENDA

### 1. Apologies for Absence

To receive apologies for absence.

### 2. Election of Chairman

To elect a Chairman of the Highways Committee until the Annual Meeting of the Council in May 2008.

### 3. Election of Vice Chairman

To elect a Vice Chairman of the Highways Committee until the Annual Meeting of the Council in May 2008.

### 4. Membership of the Committee

To approve the re appointment of Cllr Mr D Brazier as a co-opted member of the Highway Committee

### 5. Declarations of Interest

To receive Members' declarations of interest.

### 6. Minutes

To approve the minutes of the meeting of the Highways Committee held on 28<sup>th</sup> March 2007 as a correct record. (Annexed).

### 7. Terms of Reference

To review the terms of reference as approved by the Council at its Annual Meeting held on 14<sup>th</sup> May 2007, attached as appendix 1.

### 8. Restricted Byway

At the last meeting of the Highways Committee it was resolved that the West Kent Public Rights of Way Officer be asked why a signpost showing the correct status of Manor Drive had not yet been erected. The Committee is requested to note a response received from the West Kent Area PROW Manager in a letter dated 9<sup>th</sup> May 2007. (Annexed).

## **9. Fairby Lane**

To note that Kent Highway Services, (KHS), has confirmed its support for the residents living in the private part of Fairby Lane in their determination to close that part of the road to vehicles. To achieve this, KHS intends to issue an informal Notice of an intention to close the road, stating that this part of the road has not been established as a public right of way, and that KHS supports the closure of the road on safety grounds and that representation and/or objections are to be made within 28 days.

## **10. Parking at Cherry Trees**

At the last meeting of the Highways Committee it was resolved that an engineer from Kent Highway Services be asked to meet with representatives from the Highways Committee to consider the matter further. An engineer has visited the site and requests a scheme showing the intended works to improve the parking by removing the traffic island be provided to KHS for comment. The engineer has confirmed that KHS would not be able to fund for the proposed works.

## **11. Parking Enforcement in Rural Areas**

To consider a letter dated 16<sup>th</sup> April 2007 from the Head of Environmental and Operational Services at Sevenoaks District Council in respect of parking enforcement in rural areas. (Annexed)

## **12. Bus shelter**

(a) At the last meeting of the Highways Committee it was resolved to contact the bus company Arriva to enquire on the usage figures for the bus stops located at Wellfield and at the Cherry Tree shops. To consider any response, if available at the meeting.

(b) To note an e mail dated 18<sup>th</sup> April 2007 from a resident of the Brambledown Sheltered Accommodation expressing concerns over the lack of a bus shelter at Wellfield and the timetabling of the bus service serving Wellfield. (Annexed).

## **13. The Parade, Ash Road**

To consider a letter dated 25<sup>th</sup> May 2007 from Graham Simpkin in respect of litter at The Parade, Ash Road. (Annexed).

## **14. Ash Road**

To consider a suggestion from a Member of Ash-cum-Ridley Parish Council to encourage the safer use of bicycles on Ash Road, particularly for school children travelling from New Ash Green to Hartley Primary School. It is hoped more information will be available at the meeting.

## **15. Parish Issue Spreadsheet**

To consider the Parish Issue Spreadsheet received by the Council on 31<sup>st</sup> May 2007. (Annexed).

## **16. Sevenoaks Joint Transportation Board**

To consider the minutes of the meeting of the Sevenoaks Joint Transportation Board held on 13<sup>th</sup> March 2007. (Annexed).

## **17. Highway matters**

To receive any reports from Councillors on issues and concerns regarding highways within the parish.

## 18. Date of the next meeting.

### Public Question Time

A period of 15 minutes will be set aside to receive any queries or concerns raised by members of the public.

### List of circulated documents

1. Minutes of the meeting of the Highway Working Group held on 28<sup>th</sup> March 2007
2. Letter dated 9<sup>th</sup> May 2007 from West Kent Area PROW Manager re Signposts on Restricted Byway SD320.
3. Letter dated 16<sup>th</sup> April 2007 from the Head of Environmental and Operational Services
4. E mail dated 18<sup>th</sup> April 2007 from a resident of the Brambledown Sheltered Accommodation.
5. Parish Issue Spreadsheet received by the Council on 31<sup>st</sup> May 2007
6. Minutes of the meeting of the Sevenoaks Joint Transportation Board held on 13<sup>th</sup> March 2007

#### Committee Membership

Cllr Mr J Gaywood (ex officio)  
Cllr Mr S Granger  
Cllr Mr J Minns  
Cllr Mr D Brazier (co-opted)

Cllr Mr D Graeme  
Cllr Mr M Harris (ex officio)  
Cllr Mr V Sewell

## **Highways Committee**

### **Terms of Reference**

1. To determine the problems and assess the priorities associated with the volume and speed of traffic within the Parish.
2. To meet from time to time as deemed necessary by members of the committee.
3. To co opt, for such time as is necessary, members of the public to the committee.
4. To examine and make proposals to the Council on issues affecting highways and byways within the Parish and to negotiate with the relevant authorities.

