

AGENDA REPORTS PACK

HIGHWAYS COMMITTEE

14 June 2022

22H/029. Minutes

Draft Highways Committee Meeting Minutes

Meeting held at the Village Hall on Tuesday 22nd March 2022 at 7.30pm

Present: Cllrs Jones (Chair), Collinson, Loveluck, Ward, and the Assistant Clerk.

In attendance: Cllr Bolitho

22H/012. Chairman's Introduction and Apologies - Apologies accepted from Cllr Hewitt (sick).

22H/013. Public participation - Cllr Bolitho in attendance re: item 22H/017. Cycle stands.

22H/014. To accept Declarations of Interest and Dispensations – None given.

22H/015. Minutes – Resolution that the minutes of the Committee meeting held on 25th January 2022 be signed as a correct record. Proposed Cllr Loveluck and seconded by Cllr Ward. **RESOLVED.**

22H/016. Reports

- **Clerk's report** - Assistant Clerk ran through report, and correspondence received re: speeding on Rook Street. Flooding on Denmark Road to be raised at next liaison meeting with LHO.
- **Major Developments** – As per reports pack.
- **LHI update** – No date yet for work to begin, cannot take place until Persimmon have finished their upcoming footpath works on Oakington Road.
- **Community transport scheme** – Following Cllr Henderson's resignation, a volunteer is needed to draft terms of reference for the working group.
- **Cycle stands at Fen Reeves** – concern expressed over safety of cycling to Fen Reeves, recent volunteers for OLNW project were directed to access Fen Reeves via Brookfields. Need to check original application to see if WARG field was included as a location. Money may have to be returned if not used to install cycle stands at Fen Reeves.
- **20mph scheme** – Waiting for strategy to be published by CCC in July, likely to be similar to current LHI scheme, but with separate funding stream. Still need to decide scope of area proposed; could be presented at Fen Edge Festival to gauge public opinion. Cllr Jones to arrange informal meeting to decide scope, for approval at the next Highways Committee meeting.

22H/017. Cycle stands – To consider proposals for cycle stands at Shaun's Convenience Store/Post Office, Les Ward's/the Hopbine, and Gawthrouph & Sons Butchers by Cambridgeshire County Council. Assistant Clerk ran through proposals; No longer proposing stands at Co-op, as they have installed own racks. Limited scope for other locations on the High Street, CCC have suggested removal of one parking bay by Les Wards/the Hopbine, to install cycle stands; they have a temporary stand that can be used to trial the location before installing permanent stands. They also changed location of stands in the Pound, to outside the Post Office. Cllr Bolitho expressed concern regarding locating cycle stands in the Pound; limited space for vehicles to turn around currently. Also concerned that bin outside Post Office would need removing to accommodate stands; CCC would contact SCDC to move bin, rather than remove. Cllr Bolitho left the meeting at 8.10pm. Agree to trialling stands in layby but would need sensitive communication with residents and nearby businesses. Discussion regarding proposals from Redrow to site additional cycle stands in various locations. Need to contact Redrow for an update on these; and find out if there is scope to change location of some of them. Resolution to accept proposals from Cambridgeshire County Council for cycle stands at Shaun's Convenience Store/Post Office, Gawthrouph & Sons Butchers, and to trial a temporary cycle stand outside Les Ward's/the Hopbine. Proposed Cllr Loveluck and seconded by Cllr Ward. **RESOLVED.**

22H/018. Annual Parish Meeting - to consider items to report at APM on 25th April 2022 – Discussion regarding items to include in report for APM, Cllr Jones to draft the report.

- 22H/019. Review of Four-year Highways Strategy** – Current version of Highways strategy was briefly reviewed, and amendments suggested. Cllr Loveluck to draft update, to be reviewed at next committee meeting.
- 22H/020. WOW: walk to school challenge-** To consider working with the Primary School to participate in WOW: walk to school challenge and encourage active travel to school. Scheme and cost of participating was discussed; school could apply to Parish Council for grant to help cover cost of participating. FECA could also be approached for help with funding. Clerk to contact Primary School to discuss participating in scheme.
- 22H/021. Signing of S106 indemnity form** - Resolution to sign S106 indemnity form for Public Transport Infrastructure Contribution, from development of land on Oakington Road. Proposed Cllr Ward and seconded by Cllr Collinson. **RESOLVED.**
- 22H/022. Considerations for next meeting** - Four-year Highways Strategy, 20mph zone proposal, progress
on Oakington Road Cycle path.
- 22H/023. Date of next meeting** - 14th June 2022
- 22H/024. Close of Meeting** – 8.40pm

Signed _____ (Chair) Date _____

22H/030. Reports

Clerks report

(LHO = Highways Officer, AC = Assistant Clerk)

Anything in bold is new or an update

- Blocked Gullies – 16/09 Still waiting for outstanding gully cleansing; gullies taking longer to cleanse than previously, and large backlog of work. Some jetting has been carried out on Beach Road, and Lambs Lane. Reporting system currently being updated, LHO will have a clearer picture of which areas have been covered. Cyclic cleansing of system due to take place in quarter 4: Jan-March. Some work started wk beginning 24/1 1/4/22 Gulley cleansing still in process. LHO will audit after the cleansing crews have finished.
- 1/4/22 LHI work on Oakington Rd to be scheduled after Persimmon work has been completed
- Overgrown bushes: strip along 10 Brenda Gautrey Way– 1/4/22 LHO waiting for confirmation of ownership from relevant dept. (delays due to staffing issues) If belongs to Highways, can be cut back by volunteers. Lee Close and strip between Franklin gardens/High Street raised with LHO at liaison meeting.
- Missing bollards from outside Cottenham Club raised in Highways liaison meeting. 1/4/22 Difficult to replace, as difficulty sourcing Cambridge bollards, could be replaced with plastic ones.
- Cllr Loveluck and Assistant Clerk met with reps from CCC on 10th February, to discuss locations of Active travel funded cycle racks by the Butchers, Co-op, and the Pound. Updated locations (Butchers, outside Post Office, and by Les Ward/ Hopbine) approved by CPC Highways Committee N.B. This will include trialling a rack in one of the laybys, to gauge public opinion. **Cycle racks outside Post Office have been installed.**
- Cllr Ward has contacted skip company re: sweeping of cycle path along Histon Road
- Areas raised with LHO for line painting include bays outside PO, markings outside primary school, fire station, roundabouts and zebra crossings by the Green.
- CPS has been contacted re. the WOW Walk to School scheme.

- **Village Signs/speed signs still not re-installed on Oakington Road.**
- **Next Liaison meeting with LHO taking place Thursday 23rd June.**

Major Developments

Persimmon – works for the pavement now completed, however other works, such as 40mph buffer still outstanding.

Bellway – they are being pressed hard to produce schedule for Histon Road cyclepath works. The s278 has been signed. Arranging meeting with designer and County inspector. They now need to book the road space – this will be impacted by Cadent doing works in the vicinity over the summer.

Redrow – 17 occupations and 12 more due during June.

Tilia – various conditions in the process of being of being discharged. Looking to be on site end of May/early June.

Next developer liaison meeting is July, date TBD.

Community Transport Scheme

Conversation took place with Gavin Moulton, Community Transport Officer from Cambridgeshire & Peterborough Combined Authority. He recommended getting a third-party operator in to run it as a trial- due to the licencing needed to run a transport scheme. Section 19 and section 22 permits let organisations charge for not-for-profit transport services without holding a PSV operator's licence.

Section 19 permits are either ‘standard permits’ for vehicles which are adapted to carry no more than 16 passengers (excluding the driver) or ‘large bus permits’ for vehicles which are adapted to carry 17 or more passengers. These permits may be granted to organisations that operate vehicles without a view to profit to transport their members, or people whom the organisation exists to help. Section 19 permit vehicles can’t be used to carry members of the general public.

Section 22 permits are issued to bodies concerned for the social and welfare needs of one or more communities. They operate vehicles without a view to profit and use those vehicles to provide a community bus service. Unlike section 19 permit vehicles, community bus services are ‘local bus services’ and can carry the general public. Local bus services are defined as services using public service vehicles for the carriage of passengers by road at separate fares on which passengers may travel for less than 15 miles.

More information on section 19 and 22 permits can be found here:

<https://www.gov.uk/government/publications/section-19-and-22-permits-not-for-profit-passenger-transport/section-19-and-22-permits-not-for-profit-passenger-transport#annex-1---designated-bodies>

The Parish Council article in the latest issue of the Cottenham Newsletter mentions the Community Transport Scheme, and asks interested residents to get in touch if interested in getting involved. It could also be promoted on the PC stand at the Fen Edge Festival.

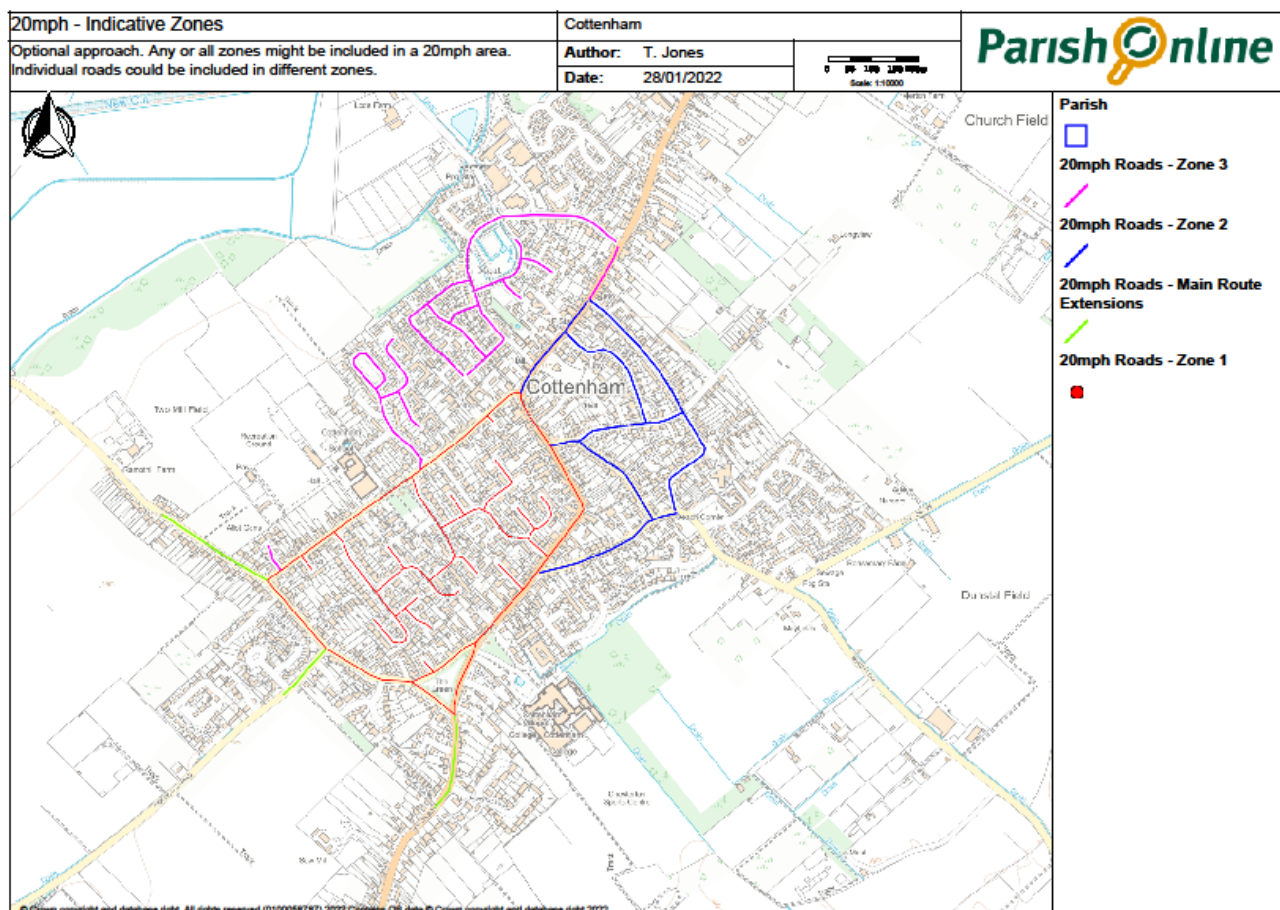
Bus Shelters

Cottenham Parish Council owns several bus shelters in the village. One of the shelters on the High Street has been vandalised, and there is currently no budget line for maintenance of bus shelters. We have around £8000 of S106 money which was received from Bellway “for maintenance of bus shelter on Rampton Road”. We may need clarification for how exactly this can be spent. There may be a similar amount due from Persimmon. Both Redrow and Tilia S106 agreements include payments towards bus stop maintenance on Lambs Lane.

22H/031. 20mph Zone – to review possible options for a 20mph zone within the village

Zones proposed for discussion

- Ring & Core Village – Zone bounded by ring from Histon Rd/ High St. Mini Roundabout, High St. to Lambs La., Lambs La. To Rampton Rd., Rampton Rd to Histon Rd/ High St. Mini Roundabout – with High St extension to Broad La. Roundabout (zone 1, red)
- The Lanes & Denmark Rd – Zone bounded by Denmark Rd. from to Rooks St., Rooks St. to High St (zone 2 – blue)
- Broad La to Tennon Manor, Birds Estate & Victory Way/ Stevens Close (zone 3, purple)



Note other activities that 20mph will fit with

- Rampton Rd – cycle path, new zebra crossing, build-out and toucan crossing
- Oakington Rd – cycle path, new street lighting, 40mph buffer, new build out
- Histon Rd – Road marking improvements, Cycle path planned/ in design, opportunities for build-out
- High St. – On and off-road cycle racks – Post Office, Gothic House layby, Butcher

Resolution to agree three potential zones for a 20mph limit:

- **zone 1: ring & core Village – zone bounded by ring from Histon Rd/ High St. Mini Roundabout, High St. to Lambs Lane, Lambs Lane To Rampton Rd., Rampton Rd to Histon Rd/ High St. Mini Roundabout – with High St extension to Broad La. Roundabout**
- **zone 2: The Lanes & Denmark Rd – Zone bounded by Denmark Rd. from to Rooks St., Rooks St. to High St**
- **zone 3: Broad Lane to Tennon Manor, Birds Estate & Victory Way/ Stevens Close**

22H/032. CCC Transport Strategy Stakeholder Engagement Survey -

Subject: CCC Transport Strategy Stakeholder Engagement Survey 2022

Dear All,

The Transport Strategy team at Cambridgeshire County Council is developing three transport strategies that will set the County Council's transport policy approach for the districts of Fenland and Huntingdonshire, and for active travel across the whole county. We would welcome key stakeholder input in to the following draft strategies:

- Draft Fenland Transport Strategy
- Draft Huntingdonshire Transport Strategy
- Draft Cambridgeshire's Active Travel Strategy

The stakeholder engagement survey is now live, and will close on Sunday 19th June. We welcome your response for any combination of the three strategies dependent on your interest and you will be able to select which ones you'd like to fill out at the start of the survey.

You can access the survey here: [CCC Transport Strategy Stakeholder Engagement Survey](#)

We understand some parish councils will not meet until after the deadline and will accept late responses for parish councils this will affect. Please do let us know if you plan to send a late response.

Please note, this is a discreet stakeholder exercise to allow input from key stakeholders at this stage of the drafting process so comments and ideas can be considered in a final review of the draft strategies. Formal public consultation will take place later in the year when the opportunity for a formal consultation response will be possible for the wider public.

If you have any questions please do get in touch at transport.plan@cambridgeshire.gov.uk.

Kind regards,

Transport Strategy Team

Transport Strategy & Funding

Cambridgeshire County Council

Email: transport.plan@cambridgeshire.gov.uk

Deadline: 19th June

22H/033. A New Road Classification for Cambridge consultation

Consultation on a new road classification for Cambridge

We are consulting on a new road classification for Cambridge that would change the categorisation of roads in the city, and we want to hear your views to help shape it.

A new road classification for the city gives us an opportunity to make a major change to the way that traffic and people use roads and streets to move around the city. Space on the roads could be freed up for more frequent and reliable public transport. It could also create a safer and more attractive environment for people walking, cycling or using other methods of active travel.

There are six proposed classifications of road. Different means of transport, whether motorised or active, would have different degrees of access to these. You are invited to give your views on the overall approach and the proposed classifications.

For full details, please see the Road Classification brochure, which you can download from the Documents section either on the right-hand side of this page or below the survey, depending on the type of device you are using. You can also access it directly: [Brochure - A new road classification for Cambridge](#)

In the brochure you will find sections on traffic displacement, city centre bus routes, pedestrian and cycling priority, taxis, city centre deliveries, vehicle and user exemptions, and road safety. You are invited to comment on our proposals for these.

The brochure contains maps and diagrams as well as descriptions of possible approaches. If you would like a hard copy of the brochure, or to have it in large-print, Braille, audio-tape or in another language, please telephone 01223 699906 or email consultations@greatercambridge.org.uk

There is also an FAQ section on the right-hand side of the page / below the survey (depending on what device you are using).

Please see below for ways to give us your views.

The closing date is midday on Monday 18 July 2022.