

Traffic Management Working Party

Thursday 26th April 2018

MEETING NOTES

Present: Irene Roy (Chairman), Rod Shelton, Howard Leicester, Martin Whitehead, Graham Bignell, Ted Scott and Richard Gullett.

1. Traffic Management Proposals

Action

1.1 Revisions & Updates

High Street. Former Parish Councillor, Doug Cracknell, met with some members of the group to discuss the Pickmoss step. Members were informed that Doug had been in contact with a highway's engineer who would be making an independent assessment on possible solutions, if any, to resolve pedestrian safety issues concerning the step. The members asked to be kept informed of any progress by the engineer and briefly outlined the options being explored by the group. It was also suggested by Doug that we might seek community support and funding from both the Sevenoaks Seniors Forum and the Methodist Church.

PWW. Graham advised that the grass bank along PWW might pose a problem for the refuge island proposed to provide a safe crossing to the bus stop. This could significantly increase costs and advice would be sort from the contractors.

GB

Shoreham Road. Highways have advised that it will not be possible to install either fake cameras or fake speed camera signs in the village.

Road improvements - pond. Graham reviewed the congestion issues at the High Street/Station Road junction and concluded that the bay outside the pharmacy was set back far enough from the junction not to be an issue. Problems arose when vehicles parked illegally beyond the parking bays causing both congestion and pedestrian safety issues when crossing over at the refuge island by the Woodman pub. Other solutions to prevent vehicles parking at this point, such as cross hatching, would be explored as well as a central line and crossing hatching to separate the right and left-hand turn lanes.

GB

Psychological traffic calming. As many of the benefits from psychological traffic calming, such as 'place-making', overlap with the work being carried out by the Sustainable Tourism group and the Neighbourhood Plan Steering committees it was agreed that this should become a joint initiative. The booklet *Traffic in Villages*, a practical toolkit on improving village design and slowing down traffic, will be forwarded to these groups with a view to setting up a meeting and presentation by the author.

IR

1.2 Scheme Design Quotes

Fee proposals for scheme designs are being sought from three contractors, two local and one based in London. The contractors selected have experience in traffic calming and speed reduction measures. Contractors would also be asked to provide advice on feasibility of the new refuge islands and kerb heights for speed tables.

GB

Conway's and O'Keefe Construction companies to be asked if they would consider assisting in any way with our proposals to help reduce costs.

RS/RG

2. Traffic Management Report

2.1 Content & Structure

To provide a formal record of all the work undertaken by the group as well as providing the evidence base to support the recommendations being made to the Parish Council and other authorities for traffic management improvements. First draft to be prepared. IR

2.2 Implementation Time Scales

To provide this level of detail as requested by the Parish Council would be difficult at this stage with so many variables, such as the number of recommendations approved by Council, funding, workloads, etc. This information would be provided at the appropriate stage by the appointed contractor. The group also felt that this information was not crucial to considering the proposals.

2.3 Project Risk and Mitigation

The project risk and mitigation plans requested by the Parish Council were felt to be beyond the remit of the traffic management study. As the authority responsible for our roads Highways would be accountable and this would not be a concern for the Parish Council. There is a possible risk of financial loss for costs incurred during the process if Highways approval is not granted and these would be made clear in the report. Preliminary approval from Highways and other stakeholders would be sought before any schemes were progressed to reduce this risk.

3. Traffic Management Survey

3.1 Content & Format

It was agreed that the survey would be made available on line with paper copies available on request. All details on the proposals would be provided via a link to the traffic management report. It was agreed that each question would have a limited set of responses rather than a simple 'yes' or 'no' answer to provide an option for those with no view. A comments section to be provided as a 'last resort' for answers as these could be difficult to analyse and evaluate. The Parish Council will be asked to pilot the survey when completed. Martin to provide first draft of questionnaire for next meeting. MW

3.2 Consultation Period

Public consultation period to be agreed by the Parish Council; standard practice for a TRO public consultation is generally 21 days. A public meeting with displays of proposals will be organised to coincide with the public consultation.

4. 20's Plenty Otford Village Fete

A tent was booked earlier in the year for the village fete to promote 20's Plenty for Otford and publicise traffic calming plans. A rota to be put together to man the tent and help with setting up the stand and clearing away. Promotional material, proposals and scheme drawings (if possible) to be on display. IR/GB

5. Outstanding Actions

5.1 Action Plan

- ❖ Section 3.1 Pedestrian safety incidents and road traffic accident - graphs. TS
- ❖ Section 3.2 Environmental and health benefits - summary. HL
- ❖ Section 4.3 Predict impact of large scale developments, such as SNP on traffic volumes. RS/MW*
- ❖ Section 6.3 Highway advisory signage - final report. RS
- ❖ Section 6.6 Local traffic; active travel. IR

*Richard to make enquiries with a private company regarding traffic volume data. RG

5.2 Meeting Notes

Meeting 15th January

- ❖ An initiative to use the Catholic Church car park for school pickups/drop offs has been ruled out. Completed
The car park is currently being used by other businesses and full at these times.

Meeting 14th December

- ❖ Data on speeding from mobile speed van on Sevenoaks Road. A freedom of information request has been made. Continuing

5. Date of next meeting

To be arranged for end May/June 2018.

Cllr Irene Roy
1st May 2018