

DISS TOWN COUNCIL

MINUTES

Minutes of the meeting of the **Infrastructure Committee** held in the Council Chamber at **Diss Corn Hall** on **Wednesday 25th July** at **7:15pm.**

Present: Councillors S. Browne
K. Button
M. Crawford
M. Gibson
J. Mason (ex-officio)
S. Olander (C)
E. Taylor
T. Wenman (ex-officio)

In attendance: Miss Sarah Richards, Town Clerk

INF0718/01 APOLOGIES

There were none.

INF0718/02 NOMINATION OF SUBSTITUTE REPRESENTATIVES

There were none.

INF0718/03 ELECTION OF VICE-CHAIR

Councillors elected a Vice-Chair of the Infrastructure Committee for the Municipal Year 2018-19. It was

RESOLVED: to elect Councillor Gibson as Vice-Chair of the Infrastructure Committee for the Municipal Year 2018-19.

INF0718/04 DECLARATIONS OF INTEREST ¹ AND REQUESTS FOR DISPENSATIONS

There were none.

INF0718/05 MINUTES OF THE LAST MEETING

It was

RESOLVED: that the minutes of the Infrastructure Committee held on 7th March were a true record and were duly signed by the Chairman.

INF0718/06 PUBLIC PARTICIPATION

Councillors considered a resolution under Standing Orders 3 d., e., f., g. & h to suspend the meeting to receive comments from members of the public on items to be discussed on the agenda. There were no members of the public in attendance.

INF0718/07 ITEMS OF URGENT BUSINESS

There were none.

INF0718/08 DISS HIGHWAYS SCHEMES

- a) Councillors noted that a Compulsory Purchase Order is being pursued by Norfolk County Council regarding land required to improve the Vinces Road junction.
- b) Councillors noted that works to improve the road surface on the A1066 between Diss & Roydon near the 30/40 speed terminal signs are scheduled for 25th July.
- c) Councillors noted that works are scheduled to resurface the A1066 between John Grose & Tesco to include the Morrisons roundabout over three to four Sundays in September (**Action: Clerk to confirm hatchings post resurfacing; immediately**)
- d) Councillors considered the proposal for a segregated cycle/ pedestrian tiger crossing to replace the existing signal-controlled crossing on the A1066 outside Diss Leisure Centre and noted that this programme of works is scheduled for w/c 5th November for two weeks. It was noted that cyclists will have right of way over motorists, the scheme encourages cyclists to use the cycleway with a safe place to cross and that the narrower road at the crossing point has resulted in wide vehicles hitting the barriers. It was

RESOLVED: to approve the proposal for a segregated cycle/ pedestrian tiger crossing to replace the existing signal-controlled crossing on the A1066 outside Diss Leisure Centre.

(Action: Clerk; immediately)

INF0718/09 LOCAL MEMBERS HIGHWAYS BUDGET

Councillors considered small highways schemes to be delivered by our County Councillor's grant of £6,000. Several projects were discussed namely a second Speed Awareness Mobile (SAM) sign, which would increase the frequency of different roads being monitored for traffic and speed. It was noted that the data can be forwarded to the Police so they can target particular problem areas. Post the Highways work on Frenze Hall Lane under railway bridge, it was agreed that a path to adjoin the footway to the Angles Way should also be considered. The third potential project is to review the remaining schemes identified as part of the last Traffic Regulation Order to determine benefit. It was also agreed that social media should be used to consult with the community on the projects. It was

RESOLVED: to put forward three potential schemes to include a second Speed Awareness Mobile sign, footpath to connect the Angles Way with existing footway under the railway bridge and review of remaining schemes identified as part of the last Traffic Regulation Order to Norfolk County Council for consideration.

(Action: Clerk; immediately)

INF0718/10 PARISH PARTNERSHIP SCHEME

- a) Councillors noted that the Parish Partnership Scheme to connect the footway between Heywood Road and Burston Road has received further positive feedback on social media.
- b) Councillors considered projects to put forward for the 2018-19 Parish Partnership Scheme funded 50/50 by the Town and County Councils. It was

RESOLVED: to put forward the same three potential schemes as above.

(Action: Clerk; immediately)

INF0718/11 PARKING

- a) Residents Parking Permit Scheme - Councillors noted that South Norfolk Council is considering increasing the scope of their proposal for the Residents Parking Permit Scheme to address more of the issues Town and Parish Councils face in response to feedback.
- b) Considerate Parking letter - Councillors reviewed the considerate parking letter from Town, District and County Councils and Norfolk Constabulary. It was

RESOLVED: to approve the letter subject to one minor amend, request approval from all other authorities and issue to councillors and / or staff as appropriate.

(Action: Clerk; immediately)

INF0718/12 DISS STATION RAILWAY GROUP

Councillors received an update from the Diss Station Railway Group. Funding has been received for a link via Nelson Road to the station but no recent updates regarding timescales have been received. It was

RESOLVED: That the Chair of this committee would contact County/District Councillor Martin Wilby to follow up on progress reference the Nelson link road.

(Action: SO; immediately)

INF0718/13 TOWN CENTRE SIGNAGE

Councillors received an update regarding a proposal for improved signage along the A1066 including Brown Tourism signs to feed into the round table meeting with key stakeholders. The existing signs along the A1066 have been mapped out & requirements for additional or removal of information identified. The next stage is to map out signage from the A1066 to adjoining roads to ensure a holistic approach for road users & liaise with the District and County Councils before the initial stakeholder meeting.

(Action: SO/Clerk; immediately)

Councillor Kitchen entered the meeting at 8.08pm.

INF0718/14 DISS & DISTRICT NEIGHBOURHOOD PLAN

Councillors received an update on the Diss & District Neighbourhood Plan(D&DNP) . Themes have been allocated to sub-group members, the questionnaire regarding leisure provision has been completed and returned and a meeting of the sub-group, Councillor Mason and the Clerk is being scheduled to determine the Town Council's role in the D&DNP.

INF0718/15

ACTION GROUP UPDATES

Councillors confirmed existing relevant Action Groups & membership. It was noted that we now have a sub-group specifically looking at the Neighbourhood Plan and the One Public Estate is no longer being given priority by the higher tier authorities. It was agreed that planning enforcement & infringement should be added to the recently approved Planning policy / procedure & that either this committee or the Facilities committee would have responsibility for CCTV. It was

RESOLVED: that the Chair of this committee would update the Action Groups & membership accordingly.

(Action: SO; by 25.7.18`)

INF0718/16

COMMITTEE OBJECTIVES

Councillors considered objectives to be achieved by this committee during the 2018-19 Mayoral year. The D&DNP was considered as the most significant project from this committee to benefit the community. There was also discussion about the pedestrianisation of Mere Street and that Norfolk County Council had previously supported the suggestion. Consideration would have to be given to traders and deliveries but there are national examples where this has proved effective. It was also noted that the works to Kingshead Yard car park would have to take place first, so it was agreed this would be added to the progress report for future follow up. It was

RESOLVED: to approve the Diss & District Neighbourhood Plan as the main objective of this committee for this Mayoral Year.

(Action: All; immediately)

INF0718/17

MEMBER FORUM

Councillors considered information and issues relevant to this committee from members for brief discussion, action or inclusion on a future agenda. It was noted that Norfolk County Council would be unlikely to justify an additional crossing on Denmark Street given the relatively low number of users compared to those on the A1066 at the two existing crossing points. There was also a discussion regarding Heritage Triangle signage on Mount Street, which has been positioned opposite St Mary's church wall instead of next to the Controlled Parking Zone sign by Weavers Court car park. It was agreed the Programme Manager would be asked to respond. It was noted that Traffic Enforcement is lacking & consideration may need to be given once more to employing a Traffic Enforcement Officer. There was an update on remedial works to the surfacing in the Heritage Triangle due to take place from 10th September.

(Action: Clerk; immediately)

INF0718/18

ITEMS FOR NOTING

- a) Greater Norwich Local Plan - Councillors noted that additional potential sites have been put forward and that the second Regulation 18 consultation is scheduled from October 2018.
- b) Owen Road - Councillors noted the request for waiting restrictions on Owen Road to address issues of parked cars resulting in delays for the ambulance service responding to emergency calls and response from the County Council **(Action: incorporate into Traffic Regulation Order)**.
- c) Progress Report - Councillors noted the actions from the last meeting of this committee

INF0718/19

DATE OF NEXT MEETING

Councillors noted that the next meeting of the Infrastructure Committee will be held on 31st October 2018.

Meeting Closed at: 8.40pm.

Councillor Olander
CHAIRMAN