

WILBURTON PARISH COUNCIL.

Chairman: Mr Kevin Hennessy

Clerk: Mrs G Woods

Tel. 07510 102444

Email: clerk@wilburtonparishcouncil.org

22 Longfields

Ely

Cambs

CB6 3DN

Minutes of a meeting of the Traffic and Safety Committee on Monday 3 November at St Peters Hall, Wilburton at 7.45 pm

Present: Councillors Forsyth, Dodson, Warren and Hennessy. 3 local residents.

T&SC011114. Apologies, Acceptance of apologies and declarations of interests.

None

Questions from public

None

T&SC021114. Business Matters.

(a) Update on Broadway pavement application

Councillor Hennessy confirmed that himself and Councillor Forsyth attended the Local Highways Panel meeting and gave a presentation that went well. All applications are subject to a scoring system and results should be advised in January.

Councillor Dodson thanked Councillor Hennessy and Councillor Forsyth for attending the meeting and making the presentation on behalf of the Council.

(b) Quotations and approval for Traffic Survey

Councillor Forsyth confirmed that, as the Traffic Survey had been approved, an open Parish Consultation meeting would be called to discuss the results.

Resolved: - Proposed by Councillor Forsyth and seconded by Councillor Hennessy that an open Parish consultation meeting be carried out (hopefully in January) once the survey had been carried out and the results collated. All in favour.

Action Point: - Councillor Forsyth to arrange the Parish consultation meeting once the survey results had been received and collated.

(c) Quotations for Bollards and Path Barriers

Councillor Forsyth confirmed that quotations were being obtained for the above, but it was agreed to wait for the findings of the traffic survey before progressing, apart from bollards at the grass area near the school as below.

- (d) Councillor Forsyth confirmed that a letter had been sent out to all parents of the pupils at Wilburton Primary School regarding parking outside the school and responsibility to ensure safety of all other pupils and parents that may be walking to school. The letter requested that all parents stop parking outside the school and using the grass area, and that the school had a duty pass on driver's details to the police for dangerous parking. Concerns had also been raised by Lynn Hess, Safety Officer for the local area.

Resolved: - It was proposed by Councillor Forsyth and seconded by Councillor Hennessy that bollards be put up to the grass area near the school as a matter of priority due to safety issues. All in favour.

Action Point: - Minor Works committee to arrange for the bollards to be put up.

- (e) Update on Police Community Liaison/Recent Break-ins

Councillor Dodson confirmed that there was a new community inspectorate and was waiting for the local PCSO's to contact her to arrange a meeting to discuss recent breakings, drug issues at Station Road and Millfield Place and anti-social behaviour at Berristead.

T&SC031114. Correspondence not covered in Business Matters.

Policy to ensure safe use of Council facilities.

The policy for ensuring safe use of portable electrical equipment for use in Council facilities was discussed.

Resolved: - It was proposed by Councillor Forsyth and seconded by Councillor Warren that all equipment used in all Parish Council's facilities should have the appropriate PAT test, and this should be the responsibility of the appropriate Committee, that the costs of the testing for the Beer Festival and Fireworks being met by the Parish Council, and any third party using the facilities have their own test and provide the necessary certificate. All in favour.

Action Point: - Policy to be put on website and St Peters Hall terms and conditions to be amended.

Councillor Dodson raised the issue of the safety of the trees that the Council were responsible for and it was agreed to add this to the Agenda for the next meeting.

Action Point: - Safety of trees and risk assessments to be added to the Agenda for the next meeting.

T&SC041114. Date of next meeting – 2 March 2015

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Signed:

Date: