



cc: Helen Simpson-Wells, Parish Clerk
Councillor Roy Galley
Ian Johnson – Traffic & Safety Manager
John Vigor – Highways Steward
Fiona Kehoe – Highways Liaison Officer

STRENGTHENING LOCAL RELATIONSHIPS
Hadlow Down Parish Council Liaison Meeting
17 March 2014 at 9.30am
In Meeting Room 1 Ringmer Highways Offices

MINUTES

Present: ESCC County Councillor: Roy Galley (RG)
Highways: Ian Johnson (IDJ), John Vigor (JV) and Fiona Kehoe (FK)
Hadlow Down Parish Councillors: Sandra Richards (SR) and Clare Emsden (CE)

- 1 Apologies: Graham Terry (Hadlow Down Parish Councillor)
- 2 Minutes from the meeting on 7 October 2013 and matters arising

Action points from the last meeting:

- Point 2(2,2) – Pavement east of Wheelers Lane – JV **ACTION: Closed**
- Point 2(2,2) – Work in Stockland Lane – GT
[This should be raised as an Enquiry.](#) **ACTION: Clerk/JV**
- Point 2(2,5) – Country lanes - to check the condition of Wilderness and Brick Kiln Lanes – JV - [Taken under Item 7 of the Agenda](#)
- Point 2(2,6) – Gulley at the top of Hut Lane – CE
[This item had been closed at the last meeting](#) **ACTION: Closed**
- Point 2(3) – Potholes – to monitor the situation with potholes – ALL
[Taken under Item 8 of the Agenda](#)
- Point 2(7) – Speeding in School Lane – to see if the police are monitoring speeding – CE.
[Double yellow lines and roundels had helped. SR again thanked IDJ.](#) **ACTION: Closed**
- Repainting the SLOW sign – JV
[This should be done by the end of April.](#) **ACTION: JV**
- Point 2(10) – Sculls Wood Tip – to add Waghorns Lane to the gritting programme – GT
[The route had been added to the gritting programme.](#) **ACTION: Closed**
- Point 4 – Leaning sign at Stocklands Lane – JV **ACTION: Closed**
- Point 6 – Resurfacing of Hastingford Lane – HF and JV
[This is scheduled for 30 April 2014.](#) **ACTION: JV**
- Point 7 – Replacement of speed signage on the A272 – JV
[Both the main signs and repeater have been done.](#) **ACTION: Closed**

3. Drainage – regular ditching to ensure surface water has somewhere to go and rubbish from gullies being removed or placed where it doesn't immediately go back into the gully.

SR raised the issue of Stonehurst Lane and the need for drainage work. Was there a schedule of works? JV explained that through the PEM system the ditching team was currently putting a programme together. FK agreed, by the end of April, to let attendees know the programme and who to contact over this matter. **ACTION: FK**

4. School Lane junction with A272 – JV was due to discuss with Simon Powell. What other options are available to keep pedestrians safe?

It was noted that at this junction there was now a BT box (Broadband improvements) and two bollards had been installed either side of The Grange entrance. Highways had not installed these. **ACTION: Closed**

5. Date and details of the repairs to the drainage system on the A272 east of Nashes Farm.

FK explained there had been three weeks of camera work and a DVD would be produced of the survey results. FK would chase for a report at the end of April. **ACTION: FK**

6. Community Self-Serve – to clarify and discuss work to sidings.

SR explained that the HDPC had asked for information. There needs to be clarification on who is responsible for keeping pavements clear, particularly in School Lane and Wheelers Lane. This should be raised as an Enquiry. **ACTION: Clerk**

7. Action points from the meeting with Roger Williams on 12th February:

- i. JV to investigate the area between Nurney Cottage and Annes Cottage and get the potholes in Wilderness Lane mended. **ACTION: Closed**

- ii. To see if the investigation into the drainage on the A272 went as far as Woodlands Farm and to fix the problem in this area. To confirm to the resident when the work will be done.

FK outlined the considerable work, which has been done to sort out this issue. The landowner now needs to sort out the ditch. **ACTION: Closed**

- iii. To investigate the blocked gully on Waghorns Lane at the junction of Brick Kiln Lane and the 5 gullies overgrown with grass in Waghorns Lane.

FK advised Enquiries had been raised (375763 and 375778). These should be completed in the next four weeks. **ACTION: FK**

- iv. To send the PC Clerk a map of the gullies with their co-ordinates and details of when work has been undertaken on these gullies.

FK had taken "screen shots" of the Parish gullies and provided the meeting with paper copies. (Green = running, Red = blocked). FK would send the Clerk an electronic copy. **ACTION: FK**

FK would also resend to the Clerk the web link to the gullies. **ACTION: FK**

A trumble is the reference given where a gully is and its state when being cleaned. These are then listed and the data goes on a weekly Improvement Notice.

SR asked for the data showing when the gullies were last cleared. FK to find out and the people responsible by the end of April. **ACTION: FK**

- v. Date for changing the gullies to the normal slotted ones.
This could be part of the proposed scheme mentioned for 28/7/14? See also Agenda Item 5.

8. Potholes - how long from when a pothole is reported does the steward have to log it.

JV explained the best way of reporting was to log the call (pothole) with the Call Centre. JV explained an estimation of the depth of the pothole would help in categorizing it. If there had also been an incident, say a burst tyre(s) this would initiate a more rapid response.

9. Overgrown vegetation in School Lane and Waghorns Lane – to update on those hedgerows that haven't yet been cut.

All the landowners had been sent letters to cut back their hedges by the end of April if not before. There had been some severe cutting back. Only Waghorns Lane had not been cut. It was proposed there should be a follow up meeting with the landowners with HDPC involvement. FK would look into any data protection issues and SR agreed to put this on the HDPC Agenda for April. **ACTION: FK/SR**

10. Dates for outstanding work:-

- including verge repairs outside Hardly Beacon in Wilderness Lane: next two months. **ACTION: JV**
- clearance of gullies and grips in Five Chimneys Lane: raise as Enquiry? **ACTION: Clerk**
- erosion of edge of carriageway in Hastingford Lane: JV explained temporary repairs are to be made before full repair work is done. RG suggested some explanation of this work should be made and it was agreed to put a notice in the Parish Magazine. **ACTION: CE**
- leaning signs at the top of Tinkers Lane: Enquiry 371474. JV had checked and the pole is causing a visibility issue. This has been passed to Networks to resolve.
- 30mph roundel in School Lane: As at 2(7). **ACTION: JV**
- 30 mph sign in School Lane is leaning. Enquiry 379686. JV has straightened but needs resetting and a risk assessment is required. JV has raised ticket - six months. **ACTION: JV**

11. Reference numbers used for reported faults – the one quoted at the time of logging a problem is different to the one given to the fault by Highways, can these not be the same to make it clearer which fault Highways are responding to?

This is how the system is set up. The Contact Centre has a six-digit number and the fault report a longer number. The procedure is to call the Contact Centre or use the on-line fault reporting system. One issue per fault report, preferably “one liners” is the most helpful.

After one month, if we need to follow up, ask for the PEM number, which corresponds to the numbers from the on-line reporting system. This follow up can cover a number of items together.

12. Construction and Planned Maintenance -
Contact: Simon Marchant, Team Manager, 0345 6080193

| Road No | Location from - to | Type | Traffic Management | Start date | Duration | Finish date |
|---------|--|-----------------|--------------------|------------|----------|-------------|
| C11 | Hastingford Lane - School Lane to Fordbrook Hill | C/W Resurfacing | Road Closure | 27/5/14 | 4 days | 30/5/14 |
| A272 | Main Street | Drainage Works | | 28/7/14 | 15 days | 15/8/14 |

13. Any other business

SR raised the issue of what controls there are, if any, for “new” entrance ways being made directly onto the highway especially at junctions. JV suggested this could be raised as an Enquiry. IDJ mentioned Development Control and the contact given was:

Lawrence.Stringer@eastsussex.gov.uk

ACTION: SR

14. Date and time of next meeting

Monday 22 September 2014 at 9:30 Meeting Room 1 Ringmer Highways Offices

FK was thanked for the considerable amount of preparation she had done for the meeting and in particular the Completed and Outstanding works items.