



# **GILLINGHAM TOWN COUNCIL**

## **GENERAL PURPOSES COMMITTEE**

The Town Hall, School Road, Gillingham, Dorset SP8 4QR  
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Minutes of a meeting of the **General Purposes Committee** held on **Monday, 2<sup>nd</sup> July 2018**, in the **Jubilee Room, Town Hall, School Road, Gillingham** commencing at **7.30pm**.

**These minutes do not constitute a true record until ratified by Full Council.**

**Present:** Cllr Mrs B Ridout (Chairman)  
Cllr B Von Clemens (Deputy Chairman)  
Cllr Mrs A Beckley, Cllr Mrs S Cullingford,  
Cllr R Evill, Cllr Mrs S Hunt (Mayor)  
Cllr S Joyce and Cllr J Robinson.

**Non-voting  
Members:** None.

**Members of the  
Public:** There were 28 members of the public present,  
including several young people.  
In addition, PCSO Nicky Fear was in attendance.

**Members of the  
Press:** There was one member of the press present.

**In Attendance:** Mrs C Ratcliffe, Deputy Town Clerk/Office Manager.  
Mrs J Hawkins, Planning Committee Clerk

**Apologies:** Cllr M Gould, Cllr M Hill and Cllr Mrs D Toye – All three  
members are on annual leave.

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**310. To approve the minutes of the last meeting held on Monday, 4<sup>th</sup> June 2018.**

Cllr Von Clemens proposed that **“the minutes of the meeting held on Monday, 4<sup>th</sup> June, were approved as a correct record of the meeting”**. Cllr Evill seconded and the vote was unanimous. The Chairman duly signed the minutes. **RESOLVED.**

**GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

**311. Questions.** There were no questions.

**312. Declarations of Interest - Members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.**

There were no disclosable pecuniary interests declared.

Cllr Mrs Ridout suggested that as there were a lot of people present regarding agenda item no. 6 (Barnaby Meadow) that this item was discussed before agenda item no. 5 (working party reports).

Cllr Von Clemens proposed that **“agenda item no. 6 regarding POS Barnaby Meadow was moved ahead of agenda item no. 5 working party reports”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

**313. To receive and consider complaints from residents living near POS Barnaby Meadow regarding youths swimming in the River Shreen and to decide a way forward.**

Cllr Mrs Ridout, having already ascertained prior to the meeting the members of public who wished to speak, informed the meeting that Cllr Von Clemens, who had prepared a report, would speak first before the debate was opened up to the floor.

Cllr Von Clemens informed those present that the slip of paper that had been posted through the letter boxes of some residents about the use of the open space by the young people had not originated from the Town Council and also added that Town Councillors are prevented from responding to comments on social media, except in a personal capacity, as they cannot act as individuals. Cllr Von Clemens stated that his report had been compiled using facts and not supposition.

Cllr Von Clemens began by referring to a claim by a resident that that their human rights had been contravened under **Article 8 of the European Convention on Human Rights** that *provides a right to respect for one's "private and family life, his home and his correspondence", subject to certain restrictions that are "in accordance with law" and "necessary in a democratic society"*.

Cllr Von Clemens challenged this. In his opinion young people playing on a river bank do not contravene these rights and referred to **Article 31 of the United Nations Convention Rights of the Child** that states *“children and young people have the right to have fun in the way they want to, whether by playing sports, watching films, or something else entirely. They have the right to rest, too. Children and young people should be able to take part freely in cultural activities, just like adults. The government should make sure it's easy for them to do this whether or not they have a disability”*.

A local nature group has been consulted on the question of whether or not the wildlife in the river is being disturbed by the young people and associated noise. A site visit was carried out and it was concluded that the wildlife, including water voles and otters, would not be adversely affected. This stretch of the river is healthy with a good steady flow and fish can be seen.

Advice has been sought on the question of bank erosion and a site visit was made. At this stretch of the river the current naturally carries silt from one side of the river to the other so natural erosion will occur and therefore does not cause an adverse effect.

Cllr Von Clemens informed members that he had carried out a total of five site visits over a period of two weeks, the last visit being on Monday, 2 July. The site visits have either been made with Town Council staff or a representative of a local nature group. On each of these visits there were no signs of vandalism or litter. The litter bin near the entrance to the site was found to be full after the weekend but the young people had neatly piled the overflow next to the bin. To remedy this, the Town Council has provided an additional temporary litter bin to cover the summer period and will monitor the amount of rubbish and adjust rubbish collection from this site, as required.

**GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

**313. To receive and consider complaints from residents living near POS Barnaby Meadow regarding youths swimming in the River Shreen and to decide a way forward (continued):**

Cllr Von Clemens commented that when he had observed groups of young people using the site there was an expectable noise level of a crowd of 12 to 24 chatting and having fun. The issue of river safety had been raised and he urged all users of the river to be aware of the dangers involved in entering a river. The Town Council does not condone or encourage this activity and people do so at their own risk.

The close-board fencing belonging to Wessex Water has been leaning for some time and is not due to vandalism but general deterioration. The Town Council has contacted Wessex Water suggesting that repairs are made to the fence.

A sofa, which was brought to the site by some of the young people over the weekend, has been removed and the reasons why explained to the young people who have accepted their mistake and offered to help remove the sofa.

Rendezvous, the outreach youth work team who work in the town, were asked to visit the public open space to interact with the young people. They reported that the young people were both respectful and well-mannered and could find no reason why the young people should be prevented from using this site.

Cllr Von Clemens concluded that, having considered all the comments submitted to the Town Council with regards to the use of POS Barnaby Meadows by the young people, there is no evidence that any action should be taken.

Cllr Mrs Ridout thanked Cllr Von Clemens for his report. Members of the public were then invited to speak.

Speaker 1: My daughter swims in the river and I have spoken to her about health and safety and respect for neighbours. I am prepared to check the area for litter and noise nuisance and suggest that this could be done on a rota basis with other parents.

Speaker 2: As a parent, who lives close to the area, I would like to raise concerns of safety. In my opinion, the young people are not disrespectful to residents but there needs to be support in order for the activity to continue without upsetting residents and to check on the young people. My opinion is neutral; however, I do have concerns about the welfare of my neighbours. From observation, the young people appear to be well behaved but the activity has continued for four weeks and residents would like a break. The activity occurs too close to the houses. Nationally, there has been seven deaths because of water activities. I am concerned that some young people may be consuming alcohol and it is well-known that alcohol and drugs do not mix with swimming. Most young people are of a sensible age but some are younger, which is a concern.

Speaker 3: I am concerned about river bank erosion and the natural hazards associated with swimming the river. I have witnessed young people arriving by car and I am concerned that the alleged disturbance by young people will continue.

Speaker 4: I have heard shrieking, possibly from young girls, but this is to be expected. In my opinion, it is relatively safe to swim in the river. There has tended to be three groups of young people; some sit in the shade whilst others are swimming or chatting nearby. All rubbish is placed in the bin. We were all children once and there has been no damage to the site.

Speaker 5: In my opinion, the suggestion of drugs is speculation. There is precious little enough to do in Gillingham for the young people and I would support the young people using the area.

**GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

**313. To receive and consider complaints from residents living near POS Barnaby Meadow regarding youths swimming in the River Shreen and to decide a way forward (continued):**

PCSO Nicky Fear reported that Dorset Police has only received one report of anti-social behaviour for the area. She had witnessed around twenty young people using the area but was not aware of any drugs.

The young people collect up the rubbish and are polite. The police have made the young people aware of the dangers of swimming in the river and they have been told to keep the noise levels down. If there are reports of anti-social behaviour, drugs or alcohol then this will be dealt with as appropriate. The Rendezvous outreach youth team were impressed with the behaviour of the young people. The young people are not trying to hide or get up to mischief.

Cllr Mrs Hunt thanked PCSO Nicky Fear for her comments and for warning the young people about the health and safety issues and hoped that the young people would continue to enjoy the area.

Cllr Von Clemens welcomed the offer of help from the community and suggested that if anyone else was interested to contact the Town Council. The riverbank erosion is not considered significant by a local nature group and dogs can cause more damage to the riverbank. If there is any anti-social behaviour or any other cause for concern, then please contact the police.

Cllr Mrs Cullingford remarked that in the 1920/1930s children learnt to swim in that stretch of the river along with a lot of other people. A farmer kept cows in the field where the houses now stand and the cows used to take water at that point. The river bank looks much better than it did in years gone by.

Cllr Joyce commented that the young people are enjoying the hot weather and he could remember playing in the river as a child and making rafts.

Cllr Mrs Ridout concluded by saying the river is there for the public to enjoy. If there is anything happening that constitutes anti-social behaviour then call the police. Nothing has happened so far but young people enjoying themselves. Young people should be made aware of the risks and have regard for their own personal safety. The Town Council will monitor the situation and asked residents and parents to keep in touch.

Cllr Von Clemens proposed that **“the comments made should be noted and no further action taken at this time”**. Cllr Mrs Cullingford seconded and the vote was unanimous. **RESOLVED.**

**314. To receive working party reports for consideration and approval, if available:**

**a) Allotments and Burials**

Cllr Evil referred to a report that had been circulated prior to the meeting. The report contained no recommendations. Please refer to Appendix A.

Cllr Mrs Cullingford referred to an issue that had occurred at Mere where a person who had purchased three burial plots now wished to relinquish them and had written to Mere Town Council asking for the sum paid to be reimbursed with interest.

Mrs Hawkins, the Planning Clerk who also oversees the administration of the cemetery, replied that purchased plots are occasionally surrendered and refunds paid based on the original purchase price.

Cllr Evil suggested that the cemetery rules were reviewed so that there is no confusion about the amount refunded when burial plots are surrendered at a later date.

## **GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

### **314. To receive working party reports for consideration and approval, if available (continued):**

#### **b) Estate Management**

Cllr Von Clemens referred to a report that had been circulated prior to the meeting. The report contained no recommendations. Please refer to Appendix B.

Cllr Von Clemens summarised the report and went on to add that he was shocked to hear that Cllr Mrs Ridout has been verbally assaulted by a resident when hosting a South West in Bloom judge on a tour of the open spaces for a Pride in Parks Award. This kind of nasty behaviour should not be tolerated and if any member of the public has a complaint they should visit the Town Hall.

Cllr Von Clemens reminded members that last year a local resident was concerned about the use of a public open space located within a housing estate on which a number of items of temporary play equipment, such as goal ends, were being installed and used. The public open space is surrounded by houses on three sides with a busy estate road at the front. The public open space is not large enough to accommodate large pieces of play equipment and stray footballs could damage private property adjoining the area or a child could run out into the road to retrieve a ball. In July 2017 the General Purposes Committee agreed that a letter was sent to all residents in the vicinity informing them of the Town Council's concerns and advising that the goal ends should be removed. The minute was then referred back to the committee by Full Council. The General Purposes Committee then decided that as it was the start of the school holidays it would be preferable to monitor the situation rather than to send a letter. After twelve months the use of the public open space is still causing concerns for public safety and it is now considered appropriate for a letter to be sent to residents advising them of the Town Council's concerns and advising that all temporary play equipment is removed.

Cllr Von Clemens proposed that **"Cllr Von Clemens and the Deputy Town Clerk is given delegated responsibility to draft a suitable letter to be sent to all relevant residents"**. Cllr Joyce seconded and the vote was unanimous. **RESOLVED.**

#### **c) Festive Lighting**

Cllr Mrs Hunt informed the meeting that the working party had met but there was nothing to report.

#### **d) High Street Facilities**

Cllr Robinson referred to a report that had been tabled at the meeting. The report contained one recommendation. Please refer to Appendix C.

Cllr Robinson proposed that **"the Policy and Resources Committee is asked to approve that Contractor B, subject to minor amendments, is awarded the contract for the refurbishment of the High Street facilities at a cost of £27,607 plus VAT"**. Cllr Mrs Hunt seconded and the vote was unanimous. **RESOLVED.**

#### **e) Town Seating and Planted Areas**

Cllr Mrs Ridout reported that the heritage style street lamps at the bottom of the High Street would be fitted on 12<sup>th</sup> July. Cllr Mrs Ridout and the Planning Clerk will be visiting local businesses on Friday to inform them of the impending works.

#### **f) Traffic Management**

Cllr Mrs Ridout, Lead Member, referred to a report that had been circulated prior to the meeting. The report contained no recommendations. Please refer to Appendix D.

**GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

**315. To receive and consider a request from a local fitness instructor to use Hardings Park for 'boot camp' style exercise classes.**

Cllr Mrs Ridout informed members that a request had been received from Ms Chole Brown to use Hardings Park for 'boot camp' style fitness sessions at Hardings Park.

Ms Chole Brown was invited to speak and informed members that it was her intention to hold post-natal exercise classes at Hardings Park on a Monday morning and adult 'boot camp' style fitness classes on Thursday evenings.

Cllr Joyce asked if the fitness classes would conflict with the classes held at RiversMeet.

Ms Brown replied that the classes would not conflict with activities at RiversMeet.

Cllr Mrs Cullingford remarked that this was a brilliant idea, helping new mums to overcome post-natal depression as well as providing advice on nutrition.

Cllr Von Clemens had several questions: are the classes being provided in partnership with the local doctors' practice; are the classes for profit; and, where would the classes be located?

Ms Brown replied, as follows: The classes will be independent of the local doctors' practice. The classes are being run for profit. The classes would be held behind the RiversMeet Leisure Centre.

Cllr Mrs Hunt proposed that **"a license is issued to Chole Brown to use an area of Hardings Park for fitness classes for a period of six weeks for an hour on a Monday morning and on a Thursday evening"**. Cllr Mrs Cullingford seconded and the majority were in favour. Cllr Von Clemens voted against the proposal because the activity was for profit. **RESOLVED.**

The Deputy Town Clerk explained that the license will not commence until after the minutes of the General Purposes Committee have been ratified by Full Council on 23<sup>rd</sup> July 2018.

**NOTE:** The Town Clerk has ascertained that under Public Rights – the Countryside & Rights of Way Act 2000 - **that it is an offence for persons to carry out commercial activities on public open space/recreational ground.** The above proposal will need to be withdrawn at Full Council, prior to adopting the General Purposes Committee meeting as the council would be acting unlawfully. Ms Chole Brown has been informed.

**316. To receive a response from DCC Highways regarding the proposed footpath from Lydfords Lane to Brewery Lane for information only.**

Cllr Mrs Ridout referred to the email from DCC Highways that had been tabled at the meeting. The email explained the reasons why DCC Highways has decided not to implement the proposed footpath scheme. On further investigation it was discovered that the scheme would cost a lot more than originally anticipated and scored poorly against national policies. The scheme would also have likely seen the removal of on-street parking and the introduction of yellow lines to maintain road width, both of which were not welcomed by all residents.

**317. To consider and agree the quotations for the refurbishment of the High Street Public Conveniences.**

This item was dealt with under agenda item no. 5(d). Minute no. 314(d) above, refers.

**GENERAL PURPOSES COMMITTEE – Monday, 2<sup>nd</sup> July 2018 (continued):**

**318. To receive a monthly report on the activities of Gillingham Direct.**

A report on the activities of Gillingham Direct was circulated prior to the meeting. Please refer to Appendix E.

Cllr Joyce asked who was responsible for the flower beds under the Gillingham entrance signs?

The Deputy Clerk thought that these were no-longer maintained on a regular basis because of the dangerous location.

Cllr Joyce asked if the raised bollard fixing on the open space at Shires Gate could be dealt with as it is a tripping hazard.

Cllr Mrs Beckley was concerned that the clay soils around the base of rustic benches at Jubilee Fields were drying out and may cause the benches to become very wobbly.

Other queries included the vegetation over the highway at Bay Road and fly tipping at Paris Court / Station Road – both of which have already been reported.

**319. Matters Pertinent.**

Cllr Mrs Ridout reported that Dorset Wildlife Trust has recently submitted a grant application to the Heritage Lottery Fund for the Gillingham Royal Forest Project. The outcome will not be known for another three months.

The meeting closed at 8.45pm.



**Gillingham Town Council**

**ALLOTMENTS AND BURIALS WORKING PARTY**

**Author: Mrs Julie Hawkins, Clerk**

A site visit to the Cemetery and Allotment Gardens at Park Farm and Cemetery Road took place on Wednesday 6<sup>th</sup> June 2018. An invitation was extended to all councillors. This was an opportunity for councillors to visit the Cemetery, the Cemetery Chapel and both Allotment Sites. This was a successful evening and councillors will be offered the opportunity to attend another site meeting in September 2018.

**1. CEMETERY MATTERS**

**INTERMENTS**

During June, two burials and three interment of ashes took place.

**GRASS CUTTING / WILD FLOWER AREAS**

Sensitivity and care is a high priority when maintaining the cemetery. The Works Manager has taken advice from Dorset Wildlife Trust and is currently testing two areas within the cemetery to establish whether or not the areas are suitable to be left as wild flower areas. The trial started in May 2017 and during the site visit members were able to see the areas, which are establishing well. During the site visit concerns were raised over the War Graves which are currently positioned within the wildflower area. These concerns have been referred to the Works Manager who will arrange to cut the areas around the War Graves and create pathways for easy access. Grass cutting in the cemetery will be carried out during the week commencing 2<sup>nd</sup> July 2018.

**MATTERS ARISING FROM THE SITE VISIT**

The following matters were raised during the site visit to the Cemetery and the Garden of Remembrance. The matters listed below will be discussed at the next Working Party meeting:

- Screening of the Cemetery spoil heap.
- Upgrading of signage in the Cemetery.
- Refurbishment of railings and gates at the cemetery.
- Refurbishment of the gates at the Garden of Remembrance

**2. ALLOTMENT MATTERS**

**RISK ASSESSMENT AND INSPECTIONS**

A risk assessment and allotment inspection took place on 24<sup>th</sup> May 2018 and was carried out by Cllr Alan Frith and Mrs Julie Hawkins. A follow up inspections will be carried out on both sites.

There has been a significant improvement in the general standard of allotments at Park Farm. One plot is being monitored.

Two plots at the Cemetery Road Allotment Site are being monitored.



Cllr Evill and Mrs Julie Hawkins attended the Gillingham Allotment Association AGM on 6th June 2018. The meeting was helpful and constructive. Mr Geoff Bray has retired from the Allotment Association Committee and Mr Matt Haig will now join the Gillingham Town Council Working Party as the Gillingham Allotment Association representative.

During August the Working Party will meet to review the Allotment rules and regulations, this will include rules regarding the use of the track, bonfires and weed-killing. On Monday 3rd September 2018 the rules and regulations will be reviewed by the General Purposes Committee.

Orchard Park Garden Centre, including the Park Farm Allotments, has recently been sold. Council staff are in contact with the Managers of the garden centre and further details regarding the future of the allotment gardens will be made available as soon as possible.

Minute no. 314 (b)

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**Gillingham Town Council**

**Estate Management Working Party**

**Update - July 2018**

**1. Tree Works**

The tree works carried out at Rolls Bridge for which TPO consent was granted has caused huge consternation with residents and GTC has been taken to task over the timing of the work. An arboriculturalist as commented as follows:

*It is an offence to disturb or destroy an active bird's nest, eggs etc. under the Wildlife and Countryside Act 1981. The law was strengthened under the Countryside and Rights of Way Act 2000 by changing the wording from 'intentional' to 'reckless' harm. Most nesting takes place between early March to late August, although with our erratic climate, it can extend beyond these times. It is not illegal to carry out tree surgery, hedge cutting or forestry operations during the normal nesting season but it is impractical to cease all vegetation work for half of the year. There is only so much machinery maintenance a tree surgeon can do in the summer. So, contractors must do the relevant checks before undertaking works and proceed with due care. If they encounter any active nests they must stop works.*

Our arboriculturalist has pointed out that an Alder tree located near the highway at Rolls Bridge has disease and has suggested the following: *The Alder is suffering from a fruiting a decay fungus (Ganoderma australe) near the base of the trunk. It does not pose a high risk of failure, but given its position next to the highway and its poor vigour, it's unlikely that the tree will compartmentalise the decay very well or lay down good adaptive growth. It is not a very big or particularly good tree so is not worthy of decay mapping investigation. My advice is that the tree is felled to a 0.5 metre stump before it becomes a problem and it may reshoot as coppice.*

The tree does not fall within a TPO area and this work will be done in the autumn.

There has been a request to prune back trees overhanging the garden to the rear of 23 Horsefields. The Works Manager has visited the site. Pruning will be carried out but it is likely that the scrub and trees in this area will need to be thinned in the autumn as it has become very overgrown. The work will need to be carried out by a contractor.

The donated Genko tree has been planted in the Garden of Remembrance

**2. Green Flag**

It was a fine day for judging on Friday, 8<sup>th</sup> June. The tour began at 10am and finished up at the Town Hall at 1.30pm. The results of the judging will be known later in July.

Six members of the grounds team will attend a presentation in Barry, South Wales in July.

**3. South West in Bloom – Pride in Parks Award**

Our open spaces were judged for this award on Tuesday, 26<sup>th</sup> June. The outcome of this will not be known for a while; however, the judge was very impressed with the high standard of maintenance.

#### **4. South West in Bloom – Pennant Award**

Cllr Mrs Ridout and Deputy Town Clerk are currently working on the portfolio that needs to accompany the pennant entry.

Surplus garden plants were donated to the schools who have entered gardens under 'It's Your Neighbourhood'

#### **5. Sponsorship for flower beds 2018**

South West Packaging - Press Release and photo with Mayor and Cllr Mrs Ridout to be arranged.

#### **6. POS Shires Gate/Shreen Meadow – Gillingham Action for Nature Group (GANG)**

The Tree Council has awarded a full grant for the Community Orchard project at Shires Gate.

#### **7. Lodden Lakes Housing Development (Mulberry Court)**

Preferences for play equipment and surfacing has been prepared and forwarded the developer.

#### **8. POS Upper Lodden**

Vandalism of an Oak tree has occurred. The School Council at Gillingham School has kindly volunteered to fund raise for a replacement tree.

#### **9. POS Lower Lodden**

A 'Teenzone' goal end has been installed on the kickabout area near the green gym.

#### **10. POS Barnaby Meadow**

Complaints regarding youths swimming in the River Shreen will be dealt with directly via the General Purposes Committee.

#### **11. DWT – HB volunteers – Saturday 23<sup>rd</sup> June**

This event was cancelled due to lack of volunteers.

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**Gillingham Town Council**

**Report from High Street Facilities Working Party**

**Lead Member: Cllr J Robinson**

1. The 'Deed of Release and Grant of an Easement & Variation of Covenant' relating to the Public Conveniences and Community Office at Gillingham between the Town Council and North Dorset District Council has been received and signed. This new deed amends the covenants in the Transfer dated 10<sup>th</sup> March 2010 and the new covenant is set out in schedule 2. It also amends the right of way and the new right is set in schedule 1. The cost of this legal work amounted to £750.00p.
2. The Draft Lease has been prepared and will be submitted to the Policy & Resources Committee for consideration/approval prior to being sent to Windrose Rural Media Trust.
3. Quotations for the cost of refurbishing the Public Conveniences has been received. Originally five companies were asked to quote for the refurbishment work but there was no response. One company did explain they were too busy. Two of the companies were given extra time, plus two additional companies were asked to quote.

Three quotations have now been received and one pending, although the time frame has been exacerbated.

Contractor A - £44,305.00 plus vat

Contractor B - £27,607.00 plus vat

Contractor C - £40,940.00 plus vat - but several items had not been included within the quotation and so a like for like review could not take place.

Contractor D – Not received.

The working party reviewed the quotes received from Contractors A and B. Their figures were in the same ball park but Contractor A was generally higher than Contractor B. In particular supplying and installing internal stud partition walls, door frames and doors where cost of the kitchen installation.

The working party will need to discuss with the successful contractor that a separate electricity meter, which would have been in the ball park of approx. £3K, is not required. The cost of the kitchen units will also need to be discussed as this cost may be streamlined.

**RECOMMENDATION**

**That Contractor B, subject to minor amendments, should be awarded the refurbishment contract of the High Street Facilities at a cost of £27,607.00 plus vat and that the Policy & Resources Committee are asked to release the funding for same.**

Minute no. 314(f)

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**Gillingham Town Council**

**Traffic Management Working Party**

**Notes of the meeting held on Thursday, 14<sup>th</sup> June, 2018, 5pm**

Those present: Cllr. Su Hunt, Cllr. Val Potheary, Cllr Barry Von Clemens, Cllr Mike Gould, Cllr Belinda Ridout and Roger Bell, Community Highways Officer. Unfortunately, no PCSO available to attend but forwarded a list of issues.

1. **Apologies:** Cllr. Mick Hill, Cllr. David Walsh, PCSO Nicola Fear.
2. **Lead Member:** Agreed that Cllr Ridout continues as lead member.
3. **Action/updates from Working Party meeting of 27<sup>th</sup> March, 2018**
  - **Hardings Lane** – the recently installed ‘yellow box’ is working well.
  - **Wyke Road Footway** – no date yet for the public consultation. Police reported concerns made to them with regard to the Lydford’s Lane junction.
  - **Wyke Road – diverted traffic from A303.** Cllr Ridout reported that no response has yet been received in respect of compensation for wear and tear on Gillingham’s roads.
  - **King’s Chase** – emergency access (knock down bollards) – Police reiterated concerns highlighted at a previous meeting. ‘Keep Clear’ signage has been installed on the Highways side. **Action:** Cllr Ridout to follow up two unanswered emails to both the County Council (Vernon Phillips) and the developer (Persimmon). To also email Neil Turner at County.
  - **SID (Speed Indicator Device)** – Rob Camp, Safety Travel Officer, County Hall met with Simon Dobie this afternoon to refresh health and safety guidance and risk assessments when deploying SID’s and a discussion took place in respect of the current number of sites and effective deployment. The outcome of the meeting will be reported and discussed at the next TMWP meeting.
  - **Le Neubourg/Station Road** signalised pedestrian crossing – this new installation is working well. Following concerns raised by a local resident that the new crossing was causing longer queues than usual onto Le Neubourg Way and out of ASDA, it was confirmed by Dorset Highways that validation work still needed to be completed to get the junction running smoother. It was suggested to enquire with ASDA if it would be possible to open their corner access gate to link with the new crossing point. **Action: Cllr Ridout to contact ASDA.**
  - **Le Neubourg Way** – urban clearway (red line) – at present there are no nuisance vehicles parking on the highway. Roger Bell is investigating the possibility should an urban clearway ever be considered.
  - **Barnaby Mead – road surface.** Mr Venters made an official complaint to Dorset Highways on 17<sup>th</sup> April, copying in the Town Council.
  - **Sydenham’s roundabout – surface water – Action: Cllr Ridout** to request cleaning of gullies leading up to the roundabout going out of town.
4. **New Items**
  - **Waitrose – pedestrian safety** - Chris Birch’s email had been circulated previously to all councillors. As it is private land there is very little that can be done by Highways. However, Roger Bell met with Mr Norris, Duty Manager on 8<sup>th</sup> June and talked through the issues. It

was considered that there is no need to change the current situation within the car park. By putting a zebra type crossing on the junction into Waitrose, it could increase back up at heavily used times, such as Christmas, which in turn could cause back up to the main road junction. The tactile drop kerbs and footways along the public highway are inspected every month for highway defects and are currently in a good state of repair.

- **Fernbrook Lane/St Martin's Grange care home – parking** – this has been brought again to the attention of the WP by a local resident. Agreed to write to the manager of St Martin's Grange to request that staff and visitors consider others when parking. To monitor the situation. Double yellow lines at this point would not be beneficial to the care home. **Action: Cllr Ridout/Police/issue GTC Polite Parking Notices.**
- **Hardings Lane – parking** – concerns raised by a resident of lower Hardings Lane about parking on the single yellow by vans and parents collecting their children at school time, causing traffic disruption. **Action: Cllr Ridout** to request Parking Services to visit regularly, ask Police to monitor and issue GTC Polite Parking Notices.
- **Knoll Place, off Wessex Way, parking opposite the junction** – no TRO (Traffic Regulation Order), but it is an offence to park within 10m (32') of a junction. **Action: Cllr. Ridout** to inform the Police to monitor/issue GTC Polite Parking Notices.

## 5. PCSO Traffic Issues

- **School Lane/Road yellow lines** – a request to refresh the markings adjacent to Lidl as more parents are parking there at school pick up time. **Action: Cllr Ridout** to request refreshing of the markings and Parking Services to make a regular visit.

## 6. Any Other Business

- **Bay Road and Bay Bridge priority concerns** - Roger Bell and Paul Eastwood, Safety Officer observed traffic over the bridge, walking as far as the Malt House, where the white lines both sides of the road are to be refreshed and new 30mph roundel on the road, down hill. They observed that traffic out of town didn't go much over 20mph as they approached the bridge but traffic into town was less cautious. Therefore proving the point that if the prioritisation was reversed, vehicles coming into town would be encouraged to go even faster if they are given priority over those going out of town. There has been no recorded accident since the priority was installed 6 years ago. **Action: Cllr Ridout** to check with Simon that the fixed SID is still working.
- **Bay Road – construction traffic** concerns have been expressed by at least 40 people about the use of Bay Road by heavy construction traffic serving the Hill Brush development, Mere. **Action: Cllr Ridout** to contact Steve Savage, Dorset Highways (new development) to clarify why this is happening and for a contact at Wiltshire County Council.
- **Rolls Bridge/Wyke Road – traffic** – Roger Bell shared a report by a Yarrow Court resident, expressing their concern about Rolls Bridge becoming a 'rat-run' because of the blockages on Wyke Road caused by parked vehicles and requesting no parking at any time along Wyke Road. **Action: Cllr Ridout** to respond to the resident, reporting on what has been looked into and current projects for traffic calming. To enquire with Vanessa Penny, Highways, if the TRO for Wyke Road is still on the 'list' (single yellow line from the pedestrian crossing to the bend, to improve the sight line around the bend. Members agreed to revisit parking outside Brewery Cottages and explore projects such as build-outs/prioritisation, which was turned down a few years ago by Highways.
- **Rolls Bridge – coaches** - reported parking by a coach. To monitor.
- It was agreed that future meetings must include a representative of the Police and to work meetings around their availability.

Meeting closed 6.15pm

Minute no. 318

### Gillingham Town Council

#### Report from Gillingham Direct 1<sup>st</sup> June – 27<sup>th</sup> June 2018

The following matters have been dealt with by Gillingham Direct:

	Issue	Reference No.
1	Hedge overhanging the footpath opposite the Mellows Nursing Home	DCC 1103185
2	Brambles growing over the footpath along the Shaftesbury Road opposite Orchard Park	DCC 1103375
3	Trees vandalised at Hardings Park	Dorset Police 2018.0608.320016
4	Hole in the hedge between Railway Terrace and Harding Park.	GTC has repaired this but the repair has vandalised again.
5	The hedge between the telephone exchange and Buckingham Bridge is over grown	Wessex Water Notified.
6	Request for a replacement dog bin at Fairey Close	DWP notified
7	Mud on the road at Langham Lane	DCC 1104153
8	Damaged pavement on the corner of Maple Way and The Laurels	DCC 1104263
9	The brickwork on Buckingham Bridge is damaged	NDDC Notified
10	A dip in the tarmac outside Kings Cottage, Kings Court Road is causing damage to the property during very wet weather.	Roger Bell DCC Highways to visit.
11	Bollard damaged at Cemetery Road.	DCC 1104599
12	Block drain outside 31 Common Mead Avenue	DCC 1104912
13	Hedge growing over the pavement outside 8 Rookery Close	DCC 1105050
14	Vegetation growing over the pavement on the corner of New Road and Shaftesbury Road	DCC 1105055
15	Vegetation growing in the alleyway between Lodbourne Green and the parade of shops	DCC 1105058
16	The gullies are blocked approaching Sydenhams roundabout heading towards Shaftesbury	DCC 1105090
17	Request for the traffic warden to patrol Hardings Lane and School Road / Lane 3pm – 4pm Monday – Friday	DCC Parking Services
18	Damaged rubbish bin in Queen Street	GTC
19	A mattress has been dumped near the ford at Colesbrook	DWP 79890285

36 Replacement recycle bins have been collected.