

NORTHWAY PARISH COUNCIL

Minutes of a meeting of the Road Safety Committee Meeting held on Wednesday, 29<sup>th</sup> November 2023 commencing at 7.00 p.m.

Present: Cllr P Mackenzie (Chairman) Cllr M Barnes (Vice-Chairman)  
Cllr G Fancourt Cllr J Roberts

In attendance: Mrs C Woodward, Clerk of the Council  
Mrs L Stewart, Clerk's Assistant

RS/01/23 **Election of Committee Chairman**

Cllr Barnes PROPOSED that Cllr Mackenzie was elected as the Committee Chairman for the current municipal year. Cllr Mackenzie accepted the nomination. Cllr Roberts SECONDED.

FOR: UNANIMOUS

RS/02/23 **Apologies for Absence**

Apologies had been received from Cllrs Beadle and Phennah.

RS/03/23 **Election of the Committee Vice-Chairman**

Cllr Mackenzie PROPOSED that Cllr Barnes should be elected as the Committee Vice-Chairman for the current municipal year. Cllr Barnes accepted the nomination. Cllr Roberts SECONDED.

FOR: UNANIMOUS

RS/04/23 **Declarations of Interest**

No declarations, as required by the Code of Conduct adopted by the Parish Council on 12<sup>th</sup> April 2023 (Minute Ref C/85/23 refers), were made.

RS/05/23 **Matters Arising from the Previous Meeting**

***RS/06/22 Community Speed Watch Fund*** – The Council's bids for a Mobile VAS and Community Speedwatch Camera from the PCC Fund had been successful.

RS/06/23 **Vehicle Activation Sign (VAS)**

Members considered how often the VAS should be moved and the length of time it should remain in each location. It was noted that, in order to make a decision on this, it needed to be taken into account who would be moving the VAS and their availability (a contractor had quoted £70 per occasion for moving the sign).

RS/06/23

**Vehicle Activation Sign (VAS)** (continued)

It was AGREED that the VAS should remain at each location for a minimum of one month and a maximum of three months.

The VAS was inspected and Members familiarised themselves with how it needed to be attached to the posts. Cllrs Barnes, Mackenzie and Roberts confirmed that, between them, they were happy to install the VAS onto the posts. It was AGREED that a photograph should be taken on the first occasion.

Members reviewed the risk assessment relating to installing/relocating the VAS. It was noted that a first aid kit should be to hand, Cllr Mackenzie confirmed that he had one that he was happy to donate. There was an accident book at the Community Hub which should be used to log any injuries.

It was noted that Councillors were covered under insurance for any liability, however it was uncertain whether volunteers would be (previously the Council had been advised that volunteers would be covered providing the Council had taken control of risk management).

Cllr Mackenzie offered to assess what tools would be required to attach the VAS to the posts and put together a toolkit.

Cllr Roberts PROPOSED approval of the risk assessment. Cllr Mackenzie SECONDED.

FOR: UNANIMOUS

It was suggested that this should be reviewed regularly to ensure that nothing had changed.

Members considered how the Council could monitor the success of the VAS. Cllr Roberts suggested that social media posts could be observed. Additionally, once the ANPR camera was in place it might indicate whether speeds had reduced at all.

It was AGREED that a ladder should be ordered for the purpose of attaching/removing the VAS from the posts (in line with the risk assessment). This should be ratified at Full Council as the Road Safety Committee had no budget of their own.

RS/07/23

**Auto Speedwatch Camera**

Members considered when the camera should be installed, taking into account that it would be less effective in the winter months as it was solar powered. It was AGREED that a contractor should be asked to install it during the week commencing 25<sup>th</sup> March 2025 which was when the clocks would be going forward.

Members reconsidered whether to utilise the offer of 10 letters to speeders per week. The Clerk explained what was required of the office staff to make this possible. The Council had previously been told that it would cost 50p per letter, however, this may have now increased.

It was AGREED that 10 letters should be sent per week for the first month, after which the decision should be reviewed.

RS/07/23

**Auto Speedwatch Camera** (continued)

Cllr Barned questioned whether the Council could monitor which vehicles were repeatedly speeding. The Clerk was unsure, but it was felt that this might become clear once the camera was in operation.

Cllr Roberts reconfirmed the proposal that the camera speed was set at 35mph (Min Ref: C/146/23 refers).

Members considered how the success of the camera could be monitored. Cllr Mackenzie felt this would be hard to judge unless the Council was having to send out less letters which would show the camera was helping to reduce speeding.

There was uncertainty regarding how the Council would know if the solar panel was working effectively, it was suggested that there might be less photos during the darker months or they may be less clear. It was noted that extra solar panels could be purchased to generate more energy to the camera. This could be considered at a later date if necessary.

It was noted that a date for putting up the VAS had not yet been agreed. It was AGREED that this should be done on Saturday, 9<sup>th</sup> December at 10am, the first location being Northway Lane. All Members of the Council should be invited to attend and photographs should be taken.

RS/08/23

**Village Gateways**

Members reconsidered the idea of installing Village Gateways at the entrances to Northway. It was recalled that County Cllr Smith had previously indicated that he would be willing to contribute towards the cost of this.

Cllr Roberts suggested that the locations should be visited first to assess whether they were suitable and where the gateways would be best-placed. It was suggested that this could be done after the VAS installation.

RS/09/23

**General Road Safety Matters**

No matters were raised.

RS/10/23

**Correspondence received after 23<sup>rd</sup> November 2023**

No further correspondence was received.

As there was no other business the meeting concluded at 7:05 p.m.