

Present

Councillors: Mrs. S Marley, S Davies, Mrs. N Staff, R. Faith, Mrs. R Calvert, and Mrs. C Crosdil

In Attendance: Mrs. B. Clayden (Parish Clerk), thirteen members of the Public and Cllr Nagel

Minutes

1. Apologies for absence.

B Humphreys, S. Garley and Mrs. Finnegan

Cllr Kitchen and Cllr Hogben

2. Declarations of Interest by Councillors on any matter on this Agenda.

No Declarations of interest.

3. Agree the minutes of Full Council on 13th June and Planning meeting on 22nd June

Draft minutes can be found on www.colgatefaygate.com

All Councillors agreed that the minutes were a true reflection of the meeting and the Chair duly signed them off.

4. Meeting opened.

- a) **for members of the public to speak on matters connected to the agenda and other matters which can be noted but no decision can be made.**

A significant number of residents attended this meeting to advise the Council of their concerns over road safety in the village. The main areas identified as concerns for the community were:

Speed of traffic along Forest Road especially in Colgate Village

Volume of traffic along Forest Road

Road safety around the school at school opening/closing times

Parking on grass verges

Residents asked what the Parish Council are doing and going to do about these concerns.

It was pointed out that WSCC have responsibility over the highway and the police have the power of enforcement over the highway. The Parish Council have no powers over the highway and has to seek permission for any changes or schemes that would affect the highway.

That being said Colgate PC have worked hard on trying to mitigate speeding traffic along Forest Road.

The Clerk was tasked to list all initiatives and actions undertaken by the Council in tackling the issues prior to 2012 and post 2012. The Chair suggested that residents contacted both WSCC and the police with their concerns and viable solutions. Cllr Nagel was happy for residents to contact her directly and she would pass their concerns to the correct team.

Residents requested contact details of who they should contact at WSCC and the police. The Chair actively encouraged residents to write individual letters to the authorities (copy to the Parish council for their records) as residents have different priorities and concerns surrounding road safety in the village. The more letters the authorities receive will help raise the profile of the concerns within the village. It was agreed that the Clerk will prepare a list of contacts and helpful links for the residents to use. The Clerk will also prepare a comprehensive list of the works already conducted by the Council. (Appendix 1).

A concern about verge parking was also raised and WSCC must be contacted about this directly.

A member of the public also raised the point that Faygate Lane has similar concerns with traffic.

The gate on the walking route into Durrants Village was closed and the path pass the gate was very overgrown. The Chair confirmed this information would be passed to Cllr Finnegan who was already liaising with Durrants Village on this matter.

b) For District and County Councillors to speak on any matters including updates from the District and County Council.

Cllr Nagel confirmed that there was no update on Old Crawley Road speed reduction application.

In response to the members of the public's concerns about traffic through the village Cllr Nagel confirmed that Colgate Village was not alone with these issues. Many villages throughout West Sussex experience the same concerns. She also stated the Highways team was one of the smallest but one of the busiest teams at West Sussex CC. Cllr Nagel was happy for residents to contact her directly via katie.nagel@westsussex.gov.uk. She also confirmed that residents can apply for community highway schemes for improvements directly on this link.

<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/apply-for-a-community-highways-scheme/>

5. Finance-

Update and Agree:

a) Cheque payments for June/July

| Cheque no | £ |
|----------------------------------|-------|
| 1128-S Garley printing costs | 15.00 |
| 1129-paper | 7.00 |
| 1130-Parish online | 60.00 |
| 1131-B Clayden printer cartridge | 39.99 |

| Online | £ |
|------------------|---------|
| WSCC salary May | 1484.10 |
| WSCC lighting | 837.68 |
| WSCC Salary June | 971.97 |

All Councillors agreed the payments.

b) Cheques to be paid July/August

Bills to be paid July/Aug Estimate.

(Any payment exceeded by £50 will not be paid by online banking until the following meeting and approval by Council)

| | | |
|-----------------------|----------|--------|
| WSCC Clerk | July/Aug | £1600* |
| Clerks' expenses x2 | | £200* |
| Pension | x2 | £300* |
| Litter Warden | sept | £350* |
| Litter warden mileage | Sept | £20* |

*Potential online banking payments

c) Summary

Income- -Cleansing grant- 455.75

Balance current account 1.7.2022

£ 33568.26

Bank statements and electronic accounts reconcile and were duly signed off.

CIL Summary

CIL end of 21/22

Total received since 19/20 £14711

Total spent end of 21/22 £8962

Carries forward 22/23 £5749

Spent 22/23

Install defibs £870

Remaining £4,879.

All Councillors agreed the expected payments for July/August.

<https://v6admin.visionict.com/Sites/153/ UserFiles/Files/Expenditure%20v%20Budget%2022-23.pdf>

The quarterly figures were prepared and shared with the Councillors which were agreed at the meeting.

d) Grant application-None

e) Expenses

All councillors agreed the Clerk's expenses for April and May of £ 85.44

6) Update on outstanding projects

- Defibrillators-

Training courses

Two courses were held on 27th June at Faygate Village Hall. Thanks to Richard Palser for offering the hall free for use. 14 out of 20 places were taken up. An assembly was also given to the Kilnwood Vale School.

Cabinets and strap-

The Clerk has sourced a strap.

The Clerk confirmed that the new cabinets were in the region of £500 and the electrical connections will need to be update at the Colgate VH and the garage in Faygate. This could be approximately £400 per location. The CIL monies can be used for this purpose (remaining total £4879). This could be a total of £900 per location (potentially two required). Councillors to consider this and to be carried forward to the next meeting.

- Community Highways Scheme- Faygate Lane.
The Clerk completed the application for the Community Highways Scheme along Faygate Lane. Speed data, lorry counts and minutes from the meetings were offered as evidence. There is no update for this meeting.

- Licensing- No response from HDC to the query of transparency.

Cllr Kitchen agreed at the previous meeting to chase Chris Boyle- Licensing officer at HDC.

7.Transport/Travel.

Updates if available on

- Formal application to reduce speed limit permanently on Old Crawley Road.
No update available.

- Forest Road.
 - Accident-
Freedom of information request were made to both WSCC and Clancy Docwra. WSCC have replied to say they do not hold the traffic plan. ClancyDocwra are investigating the request.

 - General concerns on road safety along Forest Road-

In addition to the information detailed under minute point 4(a).

The Parish Council once again requested volunteers for the Community Speed Watch Team. One resident has come forward and was thanked. The more volunteers available to the scheme will mean more ad hoc sessions can be put in place over the rush hour period which seem when concerns are at their highest.

According to the police this was the most effective way of changing driver behaviour. When drivers know there is a regular Speed Watch being conducted in the village, they are more likely to reduce their speed every time they enter the village and not just when the volunteers are on site. Cllr Garley stated in an email that *'More Speed watch sessions in Colgate would have an effect. We have had up to 14 people in Speed watch, but 80% of sessions are carried out by 4 people. If you join you have to do at least one session every two to three weeks. More people need to join. Storrington is a great example of a town with Speed watch active more than twice a week.'*

The Clerk will display the information sheet on the website, noticeboards and Facebook page and attach them to the minutes in due course. In summary since before 2012 the Parish Council have

been consulting with the police and WSCC, exploring infrastructure changes and softer behavioural change measures including purchasing a speed watch camera to support the community speed watch group and mobile vehicle activated signs.

- Bus service consultation-discuss any comments from PC.

#WestSussBus - a long-term engagement project - to collect views, suggestions, and ideas about local bus services. It is on the WSCC engagement hub and here is the address:<https://yourvoice.westsussex.gov.uk/westsussbus>

The Clerk will be drafting a report in August. Any comments that Councillors and members of the public want included should be sent to the Clerk by end July for inclusion in the report.

clerk@colgatefaygate.com

8. External meeting

Rusper PC to discuss the Land West of Ifield

Rusper PC has the ability to object and support Action groups as they have a Neighbourhood Plan (NHP) in place and therefore have the support of the residents to object to the Land west of Ifield proposal as this development never featured in their NHP. Colgate have no such plan and must take care not to predetermine a planning application that has not yet been submitted.

It was therefore agreed by all Councillors after taking advice from WSAL and SLCC, to wait for Horsham's Local Plan before committing to the next step.

Planning Course- Cllr Crosdil attended a training course on planning. It was felt that with so much changing in the planning world it would be better for other Councillors to wait before embarking on any planning course. She would be giving feedback to WSALC/Mulberry.

9. Parish Assets

Report on assets-due October 2022. (VF)

Defibrillators Monthly Report -The following issues were raised:

Contact numbers have been displayed on the cabinets.

There were no other concerns raised on any of the Council's assets.

One point noted was that the bus stop by the garage on the A246 has a long drop on the side of the garage. The Clerk will bring it to WSCC notice and that the bus Realtime sign was difficult to read since it had been moved too close to the re positioned bus stop.

Clerk to action these points

10. Adoption / review of the following policies

- Review and readopt with no changes the following:
- [Fees and charges - 12th April 21](#)
- [Freedom of Information 2021](#)
- [Colgate Pension Discretionary Policy 2020](#)
- [Equal Opportunity Policy 2020](#)
- [Policy on Communication inc. Social Media 2020](#)

All Councillors agreed to readopt the above listed policies with no recommended changes.

11. Gatwick Airport-

Noise Envelope Consultation

<https://www.gacc.org.uk/noise.php>

Gatwick Airport – The future of the airport

gatwickairport.com/futureplans.

Cllr Calvert is attending a meeting on 13th July on the future Plans for Gatwick.

Cllr Calvert commented that GACC have detailed information on the consultations and it was well worth reading before members of the public and Councillors' comment on the consultation. Comments must be submitted by 28th July.

12. Dates and times of next meeting: Locations and dates may be subject to change.

Monday at 7.30pm on

12th September-Durrants

10th October-Colgate

14th November -Durrants

9th January-Colgate 2023

Meeting closed at 8.50pm

Signed by the chair.....

Appendix 1

Information on Road Safety, speed, and volume of traffic

Following the meeting on 11th July it was agreed the clerk would provide residents with points of contact so they could take an active role in writing to the authorities with their concerns and possible solutions. The clerk has also provided a list of actions that the PC have undertaken to try and mitigate the speed of traffic along Forest Road.

Volume of traffic is tricky to resolve as all traffic has a right to use a public highway.

Please can residents copy in the clerk on clerk@colgatefaygate.com when writing to WSCC or the police so they have a record of the issues which enable the council to build evidence of issues raised by the community.

Whose responsibility, is it?

Highways – deal with maintenance and issues on the highway such as parking on pavement, grass verges, speed limits.

Telephone number -01243 777100 (customer service)

customer.services@westsussex.gov.uk

WSCC, County Hall, West Street, Chichester, PO191RQ

Police-

Police officers are responsible for the on-street enforcement of speed limits have the power to fine those that choose to break the laws and administer Community speed Watch.

PSCO for Colgate Parish Andrew.Reed@sussex.pnn.police.uk

General useful links and emails for the Community to use.

Group made up of WSCC and the police -Sussex Safer roads Partnership-

<https://sussexsaferroads.gov.uk/campaigns/>

There is a lot of information about speed cameras on this link.

<https://www.highwaycodeuk.co.uk/rules-for-pedestrians.html>

Useful WSCC links-

These links have an in-built request form for residents to complete. I have therefore supplied some useful links connected to the discussion raised on 11th July.

<https://www.westsussex.gov.uk/roads-and-travel/road-safety/school-travel-safety/request-road-safety-improvements-near-schools/>

If the community want to apply for speed hump, chicanes etc this is the link to do so-

<https://www.westsussex.gov.uk/search-results/?s=Apply%20for%20a%20community%20highways%20scheme>

Speed reduction link- <https://www.westsussex.gov.uk/roads-and-travel/traffic-regulation-orders/about-tros/apply-for-a-tro/>

<https://www.westsussex.gov.uk/roads-and-travel/road-safety/how-we-improve-road-safety/>

<https://www.westsussex.gov.uk/roads-and-travel/road-safety/speeding-and-speed-limits/traffic-calming-measures/>

<https://www.westsussex.gov.uk/roads-and-travel/road-safety/speeding-and-speed-limits/traffic-calming-measures/>

customer.services@westsussex.gov.uk- Highway email

Katie.Nagel@westsussex.gov.uk- your local county councillor

Andrew.Reed@sussex.pnn.police.uk- local PCSO

Parish council's history of reducing speed along Forest Road in the village

Please note the following:

WSSC are responsible for Highways

Preventing speeding and poor driving is the responsibility of the police.

Drivers' responsibility is to driver carefully and adhere to the speed limits.

Prior to 2012

Prior to 2012 the PC managed to get a 30mph speed reduction in the village. I understand this took years to achieve.

Prior to 2012 the PC worked with WSSC to install the permanent VAS (vehicle activated sign) near the brow of the hill near as well as some road markings.

Post 2012

- White gates installed on WSSC recommendation that this gave drivers a visual reminder that they are entering a village. (2017)
- Community Speed Watch group was set up and supported by PC and in 2021 PC purchase a speed gun and will provide maintenance/ repairs cost to support the group in the future. The group is made up of mostly Parish councillors. More residents support would be welcomed to improve coverage. The police have confirmed this is the most effective scheme that Parish/ communities can set up to combat speeding.

'More speed watch sessions in Colgate would have an effect. We have had up to 14 people in speed watch, but 80% of sessions are carried out by 4 people. If you join you have to do at least one session every two to three weeks. More people need to join. Storrington is a great example of a town with speed watch active more than twice a week.'

- Mobile Speed Indicator Device (SID) purchased by PC in 2021 to highlight the speed and volume of vehicles on Forest Road and Faygate Lane on recommendation of WSSC. A permanent device was rejected by WSSC so mobile option was our only choice. Faygate also have speed concerns not just Colgate, so the device has to be shared. Data shows that approx. 80% of traffic adhere to the speed limit.

- Police and WSCC are aware of the concerns in Colgate. PC have engaged with them several times, but the main message is the community need to help themselves with Community Speed Watch. Police in the past have done ad hoc speed checks too.
- Approx. 2015 WSCC considered infrastructure such as a crossing point and chicanes and looked at a mini roundabout at the site of Tower Road, but none were viable or popular ideas for local residents at the time. Chicanes- is the road wide enough? back up of traffic and causes air pollution outside residents' homes, drivers get frustrated and drive off at speed once through the chicane. Speed bumps are also not popular for residents as they are noisy. There was also discussion about a crossing from the school to the church, but WSCC advised that there were not enough people who would benefit from the crossing in comparison to the cost. The road was narrow, and the crossing would not be in correct position because of the driveways along Forest Road. Smaller pedestrian crossings cost approx. £65000 to build.
- Engagement with police and WSCC regarding 30mph bin stickers. In 2015 we were advised not to promote this as it may affect any prosecutions the police may make. Police have update Cllr Garley on the scheme and feel minimal reduction of speed can be achieved by this. In fact, the most affective scheme is community speed watch where is done at least two times a week. More volunteers are required to expand the group of people who are taking part in the community speed watch scheme.
- WSCC and Colgate PC worked together and used the Parish Councils Community Infra Structure Levy funds to improve the PROW along Springfield Road to ensure the school pupils had a place to park (The Dragon) and could walk to school safely without having to use the Forest Road route.
- School Safety Zone on Forest Road (flashing lights and school drop off and pick up times. School Keep Clear (zig zags on Blackhouse road) were made enforceable and refreshed several years ago.
- Discussions about the volume of traffic has been raised in recent months and many feel it is because of the road works on the A264. It could also be argued that with the increase in residents at Pease Pottage and Kilnwood Vale and eventually North of Horsham this issue will only increase. Public highway can't be close off to traffic. The

best course of action is to continue with Community Speed Watch to ensure those using the road do it as safely as possible.

- Speed limits- Cllr Garley has worked hard to get some parts of Forest Road down from 60mph to 40mph. Having discussed a 20mph through the village with the police he has been advised that this is unlikely-

‘WSCC have confirmed that to get 20 mph in Colgate we would follow the same process for a TRO. The average speed would have to be 24 mph or less. We know that will not happen. The average speed is nearer 32 mph.’

- Data harvested from the Vehicle activated sign and Speed Watch data shows that 80% of traffic travelling through Colgate village is within the speed limit.
- The police advise Cllr Garley that *‘The police have confirmed that if vehicles were parked on the road and there was an accident, there are insurance issues. If it came to be noted that cars were frequently parked in the road to slow traffic down, insurance cover may not apply. This activity is also very divisive in our community.’*
- Once data from the VAS at the north end of the village has been collected councillors will decide whether or not to apply for a permanent speed camera