

**SAFFRON WALDEN TOWN CENTRE MANAGEMENT WORKING GROUP
held at 3.30 pm at THE COUNCIL OFFICES LONDON ROAD SAFFRON
WALDEN on 24 OCTOBER 2006**

Present:- Councillor S C Jones – Chairman.
Councillor R F Freeman.
John Ready and Peter Riding – Saffron Walden Initiative, David
Rhodes – Saffron Walden Town Council and Paul Garland –
Local Agenda 21.

Officers in attendance:- H Lock, S McLagan, M T Purkiss and L Scott –
Uttlesford District Council.
C Stoneham – Essex County Council.

SW29 **APOLOGIES**

Apologies for absence were received from Councillors Boland, Hibbs,
Ketteridge and Lelliott and from Malcolm White and Sarah Saward.

SW30 **DECLARATIONS OF INTEREST**

Councillor Jones declared a personal non prejudicial interest as a member of
Saffron Walden Town Council and the Saffron Walden Partnership Board and
Councillor Freeman declared an interest as a member of Saffron Walden
Town Council.

SW31 **MINUTES**

The Minutes of the meeting held on 29 August 2006 were approved as a
correct record and signed by the Chairman.

SW32 **BUSINESS ARISING**

(i) Minute SW21(a) – Park and Ride Scheme

It had been established that the suggested park and ride scheme from Swan
Meadow Car Park to Audley End was an Essex County Council initiative.

**(ii) Minute SW21 – Relationships between Working Group and other
relevant committees**

It was noted that the Constitution Working Group had agreed that the minutes
of the North Area Panel and the SWTCWG be circulated to each group. It
was clarified that the working group is responsible to the Environment
Committee.

(iii) Minute SW22 – Parking on pavements

It was noted that the issue of reporting incidents of inappropriate parking would be considered by the Decriminalisation Task Group at its meeting on 9 November 2006.

SW33

MINUTES OF THE NORTH AREA PANEL

Members considered the Minutes of the North Area Panel meeting held on 12 September 2006 and noted those items which had implications for the Working Group.

In particular, Councillor Freeman pointed out that a task group was to be set up to look at traffic calming issues in villages and would use Littlebury as a template.

Councillor Jones said that a bollard in Bridge Street was regularly being damaged by large vehicles and asked whether there was a better alternative to this. Chris Stoneham said that the issue had been looked at two years ago but it had been difficult to find an alternative solution.

Councillor Jones also referred to problems caused by HGVs coming down Windmill Hill and Councillor Freeman said that number plate recognition cameras would be useful in addressing this matter. Chris Stoneham added that Mouchels had asked some of the main traders in the town to request their drivers not to use this route.

SW34

SAFFRON WALDEN HIGH STREET BUS SURVEY

Paul Garland from the Local Agenda 21 Transport Group submitted a detailed report on the findings of the Saffron Walden High Street bus service. A similar presentation had been made to the Transport Forum.

The survey had been undertaken to establish some reliable data on which to base recommendations for the improvement of public transport serving Saffron Walden and its outlying villages.

He said that the survey had revealed that the buses serving the town and its hinterland were unreliable, often inadequate, frequently not properly signed and operating to timetables which were either confusing or absent. He said that a large number of the services were only usable by those "in the know". He concluded that as it operated on the day of the survey, the public transport system for the area was an obstacle to the promotion of public transport in accordance with the objectives of Essex County Council's Transport Policy 2006/11. Members then considered the detail of the report and in particular the 10 recommendations which were contained in this.

Councillor Freeman said that it was a very good survey which supported all he had feared about getting buses working efficiently in the area. Councillor Jones asked Mr Garland what the Uttlesford Transport Forum would do with the survey. He replied that it was hoped that it would be forwarded to the Environment Committee of Uttlesford District Council and to the appropriate Committee of Essex County Council.

Following discussion of the recommendations and some minor amendments it was then

ACTION:

The Environment Committee be advised that the Working Group supports the recommendations and asks that the Committee adopt these.

SW35

REVIEW OF THE DRAFT SCHEME DRAWINGS OF THE PROPOSED MARKET SQUARE WORKS

Chris Stoneham circulated the updated drawings for the proposed works to Market Square and said that once these had been agreed they would be submitted to the Department of Transport.

Councillor Freeman referred to the possibility of moving the taxi ranks to the High Street and asked that the number of additional signs in the town be kept to a minimum as there was already a proliferation of these. He said that Hill Street would also benefit from traffic calming including the widening of pavements and asked whether the Section 106 monies (£20,000) from the White Horse development could be used for this. Chris Stoneham suggested that the sum of £20,000 would only allow for a limited amount of works. However, Hilary Lock reported that a further £12,000 was available from the Section 106 monies for the water board site.

John Ready made a number of comments including the suggestion of additional crossing points for pedestrians and pavement widening and pinchpoints in the Hill Street area.

With regards to the Market Square work, John Ready said that the proposed crossing point had nothing to indicate its approach and suggested that a generic type of crossing needed to be agreed which could be used in this and any future cases. John Ready also agreed that signage and road markings should be kept to a minimum and referred to the parking bays adjacent to the library and the angle of the parking bays and suggested improvements to street furniture. He added that he understood that the taxi drivers preferred to have a rank in the Market Row area with a drop off point by the library. John Ready also drew attention to the sourcing of an alternative way to demark the 'hockey stick' pavement as the current suggestion would obstruct the market stalls.

Chris Stoneham said that the disabled bays in Market Street were located next to pillars and would be better moved to the area where the loading bays were situated. He also said that there would be a loss of some general parking spaces, particularly as the number of disabled spaces was being increased from 7 to 11.

ACTION Chris Stoneham to meet further with John Ready to enable a scheme to be finalised in early December and for the matter to be passed to the Department of Transport within the necessary deadline.

SW36

UPDATE ON REPAIRS TO THE CROSS STREET CULVERT/HILL STREET WORKS

Chris Stoneham reported that works were progressing well and the piling would be completed this week. It was also noted that the relocation of some services was not now required and work could therefore be completed slightly ahead of programme. It was noted that temporary signage had been requested during the works and it was agreed that the words 'shoppers use Swan Meadow' would be appropriate. It was also agreed that the permanent signs to Swan Meadow should be worded 'short and long stay' and that on the approach into town from Windmill Hill the 'town centre straight-ahead' sign should be removed.

The Working Group discussed the need to work up plans for works to Market Walk and that these discussions should include the works to Hill Street. Once plans for both schemes were drawn up, costings could be obtained and the Working Group would be in a better position to understand the funding implications. It was agreed that the drawings for the schemes and their costings should be brought back to the next meeting of the Working Group.

ACTION:

Chris Stoneham to progress the change in the car park signage
Chris Stoneham and John Ready to work up plans for the works to Market Walk and Hill Street and costings to be obtained.

SW37

MARKET SQUARE WORKING GROUP

Peter Riding reported on the progress made at the meeting of the Market Square Working Group on 10 October 2006.

ACTION:

Hilary Lock to advise on whether planning permission is required for the fountain lighting

The meeting ended at 5.30 pm.