



Millbrook Parish Council

Millbrook Village Hall, The Parade, Millbrook, Cornwall PL10 1AX
Telephone 01752 823128 Email enquiries @millbrook-pc.gov.uk

Traffic & Transport Working Group (TTWG) Meeting Monday 9th November 2020 at 7pm

Notes from meeting

Attendees:

Councillors: S Lewis (Chair of MPC TTWG), N Roberts, H Wood, S Woffenden
Cornwall Councillor G Trubody and K Heald, Parish Clerk

(1) West Street / Hounster Hill pedestrian safety measures

Item for discussion	Discussion & recommendation	Follow up notes / actions
(i) Cornwall Gateway Highway Improvement Scheme - Speed tables	<p>It was noted an Expression of Interest for the Cornwall Gateway Network Panel Highway Improvement Scheme had been submitted. The funding request (year 4 of the scheme) is for speed tables in the lower end of Hounster Hill (The Narrows). Concerns were expressed over potential noise and flooding.</p> <p>West Street residents had responded to further consultation (from the resident action group leaders) in support of the proposals. The Clerk highlighted the consultation did not make it clear that these measures 'could' have an impact on noise.</p> <p>The Clerk stated the group's representatives had sent an email stating they were unwilling to do any further consultation to which the Clerk responded there was not any expectation that they would do so. The only consultation they had agreed to do was to make it clear to the residents there could be potential noise impact from speed tables. The group discussed whether it would be feasible to have time restrictions implemented for heavy vehicles but it was agreed this would have an impact on businesses and as the road is a 'B' road the Council is limited on what action it can take.</p>	<p>Funding application has been submitted. If successful consultation would be carried as part of the Traffic Regulation Order.</p> <p>Meanwhile:</p> <ul style="list-style-type: none">• further consultation needs to be completed by the Council making it very clear any measures would be subject to funding and feasibility.• Communicate with other parishes where speed tables have been installed in similar position (GT suggested speak to the residents of Shevioc Parish / Mr P McClaren from Craffhole Action Group)



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<p>(ii) Cormac Solutions Ltd – Communication from Mr Paul Allen, Highways & Environment Manager</p>	<p>The correspondence from Cormac regarding replacement village nameplate, additional signage and road markings was discussed. Cllr Wood suggested the Council Clerk asks for information on the Gateway signage and that once the signage is replaced the original sign is moved to Anderton Rise. Cllr Roberts said she didn't think there should be a '30' mile limit sign incorporated within the village gateway sign when there is 20mph further down the road. Cllr Woffenden suggested 'pedestrians in the road' is incorporated.</p>	<p>Action: Subject to agreement from the Council The Clerk to request information of proposed village gateway signage from Cormac, highlighting, the Council would like the sign to incorporate 'pedestrians in the road' within the signage. See page 8. Once the village gateway sign has been agreed KH to request the old signage is moved to Lower Anderton Road.</p>
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(2) Blindwell Hill & St Johns Close – Pedestrian safety for Millbrook School West

Item for discussion	Discussion & recommendation	Follow up notes / actions
<p>(i) Pedestrian safety measures</p>	<p>The group discussed the proposals previously put forward for a build out. It was agreed to revisit this and ask Cormac for an updated quotation. The issues of emergency services getting through was discussed. Cormac had suggested a build out on one side – approx. costs £4,000. Cllr Woffenden emailed a sketch plan to the Clerk. Recommendation: to review costings and put forward to the Council to consider.</p>	<p>KH to obtain up to date costings from Paul Allen</p>
<p>(ii) Millbrook School liaison representative</p>	<p>It was noted that Ryan, the previous Clerk had made several attempts to co-ordinate a meeting with the head of Millbrook School and Cormac Highways Crossing control manager. Cllr Woffenden agreed to represent the Council as the liaison between the two bodies. Recommendations: (1) Cllr Woffenden to act as MPC / Millbrook Primary School Liaison. (2) Subject to feedback from Millbrook School review the options of a school crossing patrol and the potential for part funding.</p>	<p>Clerk to obtain costs from Amber Kerens-Bathmaker, Highways School Crossing Patrol Manager. Cllr Woffenden to arrange a meeting with the head of Millbrook School to address issues and priorities</p>
<p>(iii) Timescales</p>	<p>Review as part of ongoing consultation</p>	<p>Review January 2021</p>



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(3) Millbrook Tanyard highway improvement project

Item for discussion	Discussion & recommendation	Follow up notes / actions
Options and timescales	<p>Cllr Lewis highlighted the recommendation in October's Council meeting to put further actions on hold. Cllr Roberts added the Council agreed pedestrian safety in West Street / Hounster Hill should be a priority. The 'no parking banner' was discussed. It was agreed the trial of this banner had reduced irresponsible parking.</p> <p>It was agreed to review the options for two permanent 'no parking signs' fixed the wall on the corner of the Tanyard.</p> <p>Cllr Wood suggested the Council looks to installing cast iron bollards on the corner.</p>	<p>Action: Clerk to review permitted development for signage, seek advice regarding planning permission requirements and obtain costings.</p> <p>TTWG to review in April 2021.</p> <p>Cllr Wood to contact Will Glassup, Cormac.</p>

(4) Consultation

Item for discussion	Discussion & recommendation	Follow up notes / actions
Method of consultation and timescales	<p>Clerk to set up a Facebook group page 'Millbrook Parish Council consultations'.</p> <p>Polls to be created on the page.</p> <p>Links to the polls will be generated from the main page, website and other sources.</p>	<p>Clerk to implement once the new website has been completed.</p>

(5) Parking issues

Item for discussion	Discussion & recommendation	Follow up notes / actions
(i) Disabled parking	<p>Correspondence received from a resident with a disabled child who is unable to park near her property. The group sympathised with the situation and agreed to support any application to Cornwall Council.</p>	<p>Clerk to suggest location along Newport Street and forward link from Cornwall Council website.</p>
(ii) West Street car park	<p>Correspondence had been received over issues of parking in the village.</p> <p>It was agreed there is this is an increasing problem.</p> <p>Cllr Trubody suggested, as part of the devolution package, he thought the green space by the play park, was owned by MPC and could potentially be used for additional parking.</p>	<p>Clerk to check the lease</p> <p>Cllr Wood agreed to measure the green space by the car play area</p>

Summary of recommendations to full Council

- A village gateway sign is provided with the a 'pedestrians in road' signage incorporated. Subject to Council's approval – the Council's request to be submitted to Cormac. Depending on costs the Council may consider contributing.
- Cllr Woffenden to take on the role of Parish Council / Millbrook Primary School liaison.
- Blindwell Hill pedestrian safety improvements to be followed up. Update on costs and inclusion on January agenda.
- Investigate permanent no parking signage in the Tanyard. (in place of the temporary banner).
- Tanyard highway improvements to be reviewed in the new financial year
- Ongoing consultation once the new website is set up to include polls on Facebook.
- Investigate addition parking solutions in the village, particularly in the green space between West Street play area and West Street car park.

Supporting information

Communication from Cormac (re Hounster Hill)

From: **Highways & Environment East** <handee@cormacltd.co.uk>

Date: Thu, 22 Oct 2020 at 15:50

Subject: Highway improvement scheme

To: theclerk@millbrook-pc.gov.uk>

Dear Karenza

I refer to your recent correspondence and want to try to pull everything together in one response as there has been a lot of emails going around.

1. **Request for a new Millbrook village nameplate sign** incorporating the 30mph roundel for the start of the 30mph speed limit. Under our highways revenue budget we have been asked to review and replace a lot of old highways signs along the B3247 between Cremyl and Polscoe. We will therefore incorporate a new village nameplate sign as part of these works. We will also include a new 'Pedestrians in the road ahead' sign outside No. 1 Belle Vue Place in Hounster Hill on the existing sign post so the parish council do not need to fund. We will also include any other new 'Pedestrians in the road ahead' signing at Dodbrook approaching from Millpool Head direction, just before the narrows in Hounster Hill.
2. **Hounster Hill road markings** - We will look into getting funding to apply red antiskid material to cover over the yellow lines at the rear of the virtual footway in Hounster Hill and relay the yellow lines in front, as they were before the resurfacing two years ago. We will also consider new 'pedestrian symbols' on the red antiskid footway and a new yellow box marking (subject to costs).
3. **Approximate cost of speed tables down through Hounster Hill**, these tables are estimated at £10,000 each. At this stage I cannot say how many would be required as this would have to be looked into by the design team when commissioned. Assuming there may be up to three, the cost would be £30,000 plus new signs, the cost of closing the road for at least a week to do the works and setting up and maintaining diversions. There may also be issues with drainage and water deflecting off the speed tables towards house doorways which would

need to be considered. We would also have to consider utility apparatus that may need adjusting. As a very ball park figure we could be looking at £40,000 - 50,000. Also as mentioned at the site meeting I would have concerns about the noise of vehicles going over these speed tables in such a confined space so the support of all residents would be required up front before any design work commences. For information I've attached a copy of the 2013 speed monitoring report that was carried out in Hounster Hill showing mean speeds of 21.3mph downhill and 24.1mph uphill. This location is slightly further up the hill from the narrows where the road is wider and speeds would therefore be higher. It would probably be a good idea to carry out another monitoring survey here however this takes time to implement as there is a countywide waiting list for the equipment and Covid-19 has slowed down the whole process. I will however ask for a device to be added to the programme list.

I think that cover most things. If you have any further queries then please contact me.

Kind regards

Paul Allen, HIGHWAYS & ENVIRONMENT MANAGER, CORMAC Solutions Ltd

From: **Highways & Environment East**

Date: Wed, 28 Oct 2020 at 13:15

Subject: Highway improvement scheme

To: theclerk@millbrook-pc.gov.uk

Information Classification: CONTROLLED

Dear Karenza

Thank you for your email and attachments.

The signing package is only starting to be put together with the intention of installing the signs this financial year – before 31st March 2021.

As mentioned in my last email, we will also be looking to redo the red anti-skid material, yellow lines and yellow box from CC funds.

Pedestrian safety proposal on West Street Narrows, Millbrook consultation

Consultation completed by the residents

Issue	Solution	For	Against
Pavement on the narrows	Removal of the double yellow lines. Virtual pavement painted green to raise it's awareness to drivers. Repainting of the pedestrians signs on the pavement.	✓	
Lack of Awareness	Installation of 'Caution pedestrians' '20mph signs' at both entry points to West street from Kingsand/Cawsand and Hounster Hill approaches.	✓	
Speed	Installation of low noise speed tables on the West street Narrows and Lower Hounster hill. Proven to reduce speeds to an ave of 13/14mph.	✓	
Congestion	Yellow box marking outside numbers 53-55 West Street to improve traffic flow when the road is becoming congested	✓	

Pavement on the narrows

15 in support.

Comments:

- Not sure about the yellow lines though
- Agree with upgrading the virtual pavement. Why remove double yellow lines?
- Red hasn't worked. Nor will green. We need REAL PAVEMENT, REAL RECOGNITION, REAL PROTECTION, virtual world's are for computers.
- Priority – red a better colour. Why green not red.
- I agree that the virtual pavement needs to be made more obvious – so repainting is a great idea, however, I feel that removing the double yellow lines is a very bad idea. People sadly are stupid and will take it as a sign to park there!

Lack of awareness

15 in support

Comments:

- Agree and repeat both signs each side of the Narrows. Also use 'repeater signs' more frequently along the road (20s)

Speed (installation of low noise speed tables)

14 in support and 1 against

Comments:

- Absolutely against for me. Empty HGV's make a lot noise. The houses are very close to the road and the residents by the ramps will really notice.
- Agree – and PLEASE 'digout' the traffic calming island by shearing off the foliage and undergrowth behind it on down and up sides so that it stands in the road like the one at Antony.

Congestion (yellow box marking outside numbers 53-55 West Street)

14 in support and 1 against

Comments:

- For – however not much point if not enforced
- Too late to resolve when you get to this point. Traffic lights would control properly. Seems we are selling out safety for cheap options.
- Something needs to be done about the vast number of enormous lorries coming down West Street on a daily basis, the road near our house is showing signs of damage! Also, the number of almost empty double decker buses! Would a shuttle service more often be a possibility?

Emails sent direct to the Clerk

06/11/2020 at 17:06: *The speed table idea would be a concern in terms of both noise (which is already a problem) and drainage. There have been several occasions where water flowing down Hounster Hill has come over the kerb and tried to make its way through our front door along with our next door neighbours.*

Speed calming measures would not change the amount of traffic or type of traffic from trying to get through the narrows.

It would in fact just add noise/drainage problems and slow down the clearing of busses, lorries, tractors etc. Also putting obstacles in the right space, would cause more accidental damage to surrounding properties.

** Imagine a big bus or lorry that's got a few cm of clearance between it and the buildings either side of it's turning circle then bouncing around on its air suspension coming off a speed table. It would make it slower and much harder to navigate for the driver. More damage would happen.*

There needs to be an alternative route for through traffic. - The narrows cannot cope with the volume, or size of vehicles coming through them. Speed is only a small part of the problem.

29/10/2020 @ 14:39: The household of 55 West Street fully supports the installation of speed tables/ humps.

29/10/2020 @ 14:33: *I'm writing to express my support for speed tables to slow down the traffic on Hounster Hill. Please pass on my comments to the PC.*

24/10/2020 @ 14:36: *I write in support of residents request to implement speed tables, relining and rumble strips to denote the pedestrian path through the narrows. Having myself been clipped twice by vehicles who prioritise staying on the left side of the road and are intolerant of pedestrians using the path, i am very conscious of the young children and vulnerable elderly residents who also need to walk through here to get to their homes. We need to be able to do so as safely as we would on any other residential road.*

Additionally, please can I appeal to you to add consideration to enabling drivers coming through Hounster hill to better be able to judge when it is safe to proceed through the narrower sections.

I frequently intervene when I hear frustration from drivers who are stuck in jams, often experiencing abuse for my Efforts, and I and my neighbours, have had planters outside our properties/on window ledges damages by large vehicles mounting the thin path to squeeze by each other- demonstrating how close they will drive to houses, to overcome Instructed roadway. Since working from Home since March, I've noticed how frequently this happens each day, and has not Let up since the holiday season passed. Latest damage was by two passing HGvs last Thursday. If there was better Road management in place, this would surely avoid many of these incidents. I appreciate that solutions may be limited, costly and may bring other difficulties- the current situation is not working for drivers or residents. Thank you for your consideration

Additional comments raised on Millbrook Parish Council's facebook page
<https://www.facebook.com/MillbrookParishCouncil/posts/1474098892780685>

Example of Village Gateway signage



2016 Cormac report: Millbrook Review of Safety Concerns – St Johns Road

3. Trefusis Terrace, St John's Road

Local concern

Vehicles parking on the footway and carriageway, at Trefusis Terrace, restrict pedestrian visibility of vehicles, particularly eastbound, travelling along St John's Road.

Description

The footway immediately in front of Trefusis Terrace is between 4m and 5.4m wide, and the carriageway 6.5m. Due to the wide section of highway, residents tend to double-park, that is, on the footway and carriageway and visibility for pedestrians crossing from Trefusis Terrace can be restricted. St John's Road is covered by a 20mph speed limit. See Photograph 4.

Discussion

Although St John's Road is within a 20mph speed limit, the traffic speeds were gauged to be higher. The higher speeds are likely to be generated by the wide carriageway and good forward visibility. Reducing the width of the carriageway, removing parking from the footway and providing a crossing point, would help reduce traffic speeds and improve pedestrian visibility.

Recommendation

Build out and provide parking bays to accommodate parking either side of a crossing point promontory allowing a carriageway width of 5.5m. This would control parking and remove parking from the footway creating clear visibility for pedestrians. Dropped kerbs on the opposite side of the carriageway would be required however; a utility chamber would need to be lowered. Landscaping the footway, for example, with low maintenance trees, will visually enhance the area. See Sketch 2.

Approximate cost: £40k

Blindwell Hill sketch – pedestrian safety



Planning permission – Tanyard signage

Adverts and Signs

PLANNING PERMISSION BUILDING REGULATIONS

Planning permission is not normally required for a small sign, for instance with your house name or number on it.

You may need to apply for advertisement consent to display an advertisement bigger than 0.3 square metres, however, and the planning regime for larger, professional

You can now submit building control applications through the Planning Portal

PortalPlanQuest

Advertisement
[About Planning Portal adverts](#)

You may need to apply for advertisement consent to display an advertisement bigger than 0.3 square metres (or any size if illuminated) on the front of, or outside, your property (be it a house or business premises).

Therefore, you are unlikely to need consent for a small sign with your house/building name or number on it, or even a sign saying 'Beware of the dog'.

Build Aviator's estimating service can help you plan your project by providing an accurate cost of the proposed construction. [Find out more.](#)

Temporary notices up to 0.6 square metres relating to local events, such as street parties and concerts, may also be displayed for a short period. There are different rules for estate agents' boards, but, in general, these should not be bigger than 0.5 square metres.

The planning regime for larger, professional adverts, signs for businesses and so on is complex though all outdoor advertisements must comply with five 'standard conditions'.

They must:

- be kept clean and tidy;
- be kept in a safe condition;
- have the permission of the owner of the site on which they are displayed (this includes the Highway Authority if the sign is to be placed on highway land);
- not obscure, or hinder the interpretation of, official road, rail, waterway or aircraft signs, or otherwise make hazardous the use of these types of transport;
- be removed carefully where so required by the planning authority.

Outdoor advertisements and signs: a guide for advertisers

This government guide aims to explain to those wanting to display an outdoor advertisement how the system of advertisement control works in England.

The booklet is arranged in separate sections and there are numerous illustrations which may show you how the system affects the type of advertisement you want to display.

[View 'Outdoor advertisements and signs: a guide for advertisers' on Gov.uk](#)

You can also always contact your local planning authority for further advice. Use our local authority search tool to find their contact details.

[Local authority search.](#)

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https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/11499/326679.pdf

Traffic signs. Any traffic sign (as defined in section 64(1) of the Road Traffic Regulation Act 1984).

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Class 1 : 'functional advertisements' by public bodies

Advertisements in Class 1 are those which are needed by public bodies (such as government departments and local authorities, the public utilities and public transport operators) to give information or directions about the services they provide. These would include:

- a notice-board at a municipal swimming pool
- a bus or rail timetable

- a warning notice at an electricity sub-station
- the display of bye-laws for a recreation ground or common land.

Advertisements must not exceed 1.55 square metres in area and a reasonable degree of illumination is allowed to enable the information or directions to be read in hours of darkness.

A local planning authority may display advertisements in their own administrative area.

Feedback from Cllr Wood: potential additional parking spaces in West Street car park

Email 10/11/2020: Looking from the edge of the existing tarmac towards the playground there is space for 4 new bays to the right hand side of the footpath to the playground and 2 spaces to the left.

This would leave around 17 feet of the grassed / lawn area from the new bays to the playground fence, there is a 5 bar gate in the fence opposite the new batch of 4 bays which, I think, gives access to the playground for grass cutting, in my view there should be sufficient clearance behind the new bays to manoeuvre the machine through but we should check that with Cormac & may have to consider moving the gate.

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