



Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR.
Tel: 01304361999 - Email: deal.town.council@deal.gov.uk - www.deal.gov.uk

To all Committee Members: You are hereby summoned to attend a meeting of the Transport & Infrastructure Committee at the Town Hall on **Wednesday 12 January 2022** at 7.15pm to transact the business shown on the agenda below.

To the press and public: There is limited public seating for this meeting. To reserve one of the seats please email deal.town.council@deal.gov.uk or call 01304361999 by 10.00am on Tuesday 11 January.

Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Tuesday 11 January please email deal.town.council@deal.gov.uk or post to the above address

Paul Bone – Deputy Town Clerk

Date: 06.01.22

AGENDA

1	Chairman's opening remarks	Chairman
2	Apologies for absence	
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach 1
4	The minutes of the Transport & Infrastructure Committee meeting held on 17 November 2021 for approval: Decision required	Attach 2
5	Statements received from members of the public on items relating to the agenda to be circulated by the Deputy Town Clerk: For councillor information	Deputy Town Clerk
6	High Street Traffic Regulation Order: Decision Required	Attach 3
7	Cycle Friendly Deal 2: Decisions Required	Attach 4
8	Highways Improvement plan: Decisions Required	Attach 5
9	Update on the committee projects/initiatives: Report from Adrian Oliver: Information to note	Attach 6
	Date of next meeting: Wednesday 16 th March 2022	

Filming and audio recording of Town Council meetings, by representatives of the media and also by members of the public using small media tools, is permitted. Please refer to the council's protocol for recording of meetings for guidance, available to download on www.deal.gov.uk or on request.

Committee members: Cllr B Bano, Cllr David Cronk, Cllr T Bond, Cllr Mike Eddy, Cllr Oliver Richardson, Cllr E Rowbotham, Cllr Abigail Stroud, Cllr T Thompson and Mr P Inch

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Deal Town Council
Town Hall, High Street, Deal, Kent CT14 6TR

**The minutes of the Transport and Infrastructure meeting held on
Wednesday 17 November 2021 in the Town hall Chamber, starting at 7.15pm**

Present:

Cllr D Cronk (Vice Chairman)
Cllr T Bond
Cllr C Turner (ex-officio)

Cllr O Richardson
Cllr M Eddy
Cllr E Rowbotham

Officers:

Mr P Bone (Deputy Town Clerk)

Others: 0

1	Chairman's opening remarks: The Chairman read out the fire instructions and asked all present to ensure their mobile phones were on silent. He asked that a vote of thanks be included in the minutes for all of the work Mr Ian Killbery had contributed to the committee. All members agreed.	Chairman
2	Apologies for absence: Cllr B Bano and Cllr T Thompson	
3	Declarations of interest: None received	
4	The minutes of the Transport & Infrastructure Committee meeting held on 15 September 2021 for approval: Members RESOLVED: To accept the minutes of the Transport & Infrastructure meeting held on 15 September 2021 as a true and accurate record. (P) ME (S) OR All agreed The Chairman duly signed the minutes	Chairman
5	Statements received from members of the public on items relating to the agenda to be circulated by the Deputy Town Clerk: None received	
6	Committee Budget Annual Report: Following debate members RESOLVED: to recommend the following to the Finance and General Purposes committee Transport & Infrastructure budget 2021/22: Finger Posts £8,000 Pedestrianisation £5,000 CFD2 £2,500 Transport & Infrastructure budget 2022/23: Accessibility £10,000 CFD2 £7,000 Specific Projects that are planned for beyond 31 March 2023: None agreed at this time (P) DC (S) ME All agreed	R.F.O
7	High Street Traffic Regulation Order: Members RESOLVED: To delegate authority to the Officers to work with KCC on a new Road Traffic Order to take over when the existing TTRO expires in February 2022 for the closure of the High Street between the junctions with Stanhope Road and Union Road to traffic on Saturdays between 10am and 2pm. (P) ME (S) OR All agreed	Deputy Town Clerk
8	Cycle Friendly Deal 2: Members RESOLVED: To defer the item to the next T&I meeting and to require itemisation of the £7,000 and also that the Project Officer attends the next T&I meeting to present the paper. (P) OR (S) ER All agreed	Deputy Town Clerk/ Project Officer
9	Update on the committee projects/initiatives: Members RESOLVED: To accept the report and to accelerate the delivery of the Accessibility Routes project agree that DTC Staff can survey the routes, subject to the Town Clerk's agreement. (P) OR (S) ME All agreed	Project Officer Town Clerk
	The Chairman closed the meeting at 7.50pm	

DEAL TOWN COUNCIL**MEMORANDUM**

To: Cllr B Bano, Chairman of the Transport & Infrastructure Committee;
Committee Members

From: Adrian Oliver

Date: Friday 24th December 2021

Subject: **High Street Traffic Regulation Order Update**

At the November Transport & Infrastructure Committee Meeting Members resolved: “*To delegate authority to the Officers to work with KCC on a new Road Traffic Order to take over when the existing TTRO expires in February 2022 for the closure of the High Street between the junctions with Stanhope Road and Union Road to traffic on Saturdays between 10am and 2pm.*”

We have been working with Kent Highways since the last meeting. The timeline that Kent Highways requires to implement a permanent TRO is:

- Design time to draft order and get to advert stage up to **3 weeks**.
- Formal consultation with statutory undertakers & the general public, as well as responses **3 weeks**.
- If five or no objections after emails to objectors asking for withdrawal of objection and Head of Service approval and providing signing is in place 6 weeks. This does depend on the type of objections and if none could be made within **4 weeks**.
- If more than 5 objections are received report to JTB which can take up to **3 months** depending on time of meeting.
- To make order after JTB meeting again providing signing is in place **3 weeks**.

The advised costs from Highways of Project Managing this process, to be paid by Deal Town Council to Kent County Council, would be £3,070. These costs will be due even if the TRO fails. If the TRO is successful, then additional expenditure will be required to instal new road signs at the junctions. This would avoid on going costs of “Road Closed” signs that the Town Council currently operates and funds.

However, before any of this process can begin, we have been advised by Kent Highways that “Community support is key, and it has been proven that schemes with active community support are more successful and achieve more compliance. It is suggested that DTC carry out a consultation of your intention. KCC would need evidence (such as results, a poll, letter drop extent etc) that you have carried out a full consultation before they can proceed.”

Consequently, DTC should undertake a High Street survey starting this month.

Below is the proposed budget for the High Street TRO project:

Item	Budget
Kent Highways	£3,070
Survey leaflet design	£350
Survey Leaflet printing	£600
Royal Mail* distribution	£700
Freepost**	£440
Online survey	In house
TRO Signage***	£4,000
Contingency	£340
Total Budget	£9,500

* includes local distributor for DTC homes in Walmer

** based on a 10% response rate

*** indicative at this stage

Recommendation

Members to agree the budget as detailed above and to delegate authority to the Town Clerk in liaison with the R.F.O. , Project Officer and Chairman of this committee to authorise expenditure within the agreed budget in order that the Officers work can continue on the permanent TRO.

Decisions Required

Members to consider the recommendation

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Cllr B Bano, Chairman of the Transport & Infrastructure Committee;
Committee Members
From: Adrian Oliver
Date: Thursday 11th November 2021
Subject: **Cycle Friendly Deal 2**

Cycle Friendly Deal was a two-and-a-half year project – running from Autumn 2018 to March 2021 - to promote more cycling in Deal and more cycle tourism to Deal. The project was the result of a successful funding bid to the Coastal Communities Fund by the Town Council and covered the Deal Urban Area encompassing the councils of Mongeham, Sholden & Walmer.

The project work included:

- Developing & mapping a Cycle Quietway Network with the guiding principle to help riders to navigate the area on lower traffic streets and cycle paths
- Creating three new circular leisure routes: Pier to Parlour; The Skylark Loop; and Pier to Pit. These were mapped, risk assessed, waymarked, digital interactive route maps and cuesheets created and low ink printable route maps designed.
- Sourcing, purchasing, negotiating locations and installing 26 new secure cycle stands across the Deal Urban Area at 11 locations, providing an additional 52 cycle parking spaces, increasing cycle parking capacity by 33%.
- Producing the Cycling & Walking Map covering the whole area and highlights cycle paths, the Quietway Network and footpaths along with the location of cycle parking and places of interest. Display versions are installed in the High Street.
- The Deal-e-bike Hire Scheme was launched at the end of July and received some good coverage on ITV Meridian News. During August the scheme was promoted at the Saturday Market. There has been 62 hirings in the first quarter. Over the winter period Your Leisure are promoting reduced hire fee for the Over 55s of £5 for a half day and £10 for a full day. The Your Leisure team will also be visiting accommodation providers offering free rides to owners, leaflets and an incentive scheme for guests. We are liaising with the White Cliffs Country team to develop spring and summer campaigns.
- Delivering a range of events including Cycle September that was a series of free activities: 22 Leisure Rides; 5 Confidence Builder Rides; 3 Heritage Rides; Donate a Bike Week; Cycle Maintenance Classes; Unwanted Bike Collection; Affordable Refurbished Bike Sale and Cycle Film Night with Deal Film Club at The Astor. This was followed in October half term by a Cycle Celebration with: a Bike Jumble; Vintage Bike Display from the Dover Transport Museum; Rollapaluza Roller Racing; Dr Bike; Bike Security Marking; Trials Bike Display Team; Cycling UK VR Headset; and Community Groups Stalls.
- Delivering 600 Cycle Safety Packs to all Year 5 & 6 school pupils. The packs included the new cycling & walking map, special prints of Bikeability for Parents and Bikeability – Just for Fun Activity Book.

Since the Coastal Communities' funding ended in March 2021, Deal Town Council has resolved *“that the current Cycle Friendly Deal steering group continues with its existing members and reports to the Transport & Infrastructure Committee. The steering group to submit a report to the committee with recommendations for a Cycle Friendly Deal 2 project. Funding for Phase 2 to come from the Transport & Infrastructure Committee budget.”*

This steering group met last week and agreed the following;

The Cycle Friendly Deal steering group proposes to continue promoting cycling as a key way to alleviate the pressures on the existing road infrastructure, reduce noise & air pollution and combat climate change. The activities will focus on:

- Schools – safety packs, routes to school, the Big Pedal, School Streets & Bikeability
- Events - Active April, Cycle September, Cycle Celebration, Dr Bikes
- Promote External Campaigns i.e. Bike Week
- Annual Cycle Survey
- Work with local businesses to increase cycling
- Update the Cycling & Walking Map
- Manage the Cycle Friendly Deal Online Hub
- Contribute to the community Cycle Friendly Deal Instagram and Facebook pages
- Promote e-bikes & Deal-e-Bikes with Your Leisure including events, special offers and potential local advertising

The initial budget requested by the Steering Group from the Transport & Infrastructure Committee to continue this work is:

- 2021/22 - £2,500
 - including £400 for the Deal-e-Bikes GPS Trackers Annual Licence
- 2022/23 - £7,000

Whilst the Cycle Friendly Deal Steering Group will focus on promoting cycling, essential activities that now fit within the Transport & Infrastructure Committee's work are:

- Improvements to the Cycle Quietway Network including
 - more signage
 - Junction improvements
 - Traffic management
- Improvements to National Cycle Network Route 1
 - Liaising with external authorities
 - Championing cycle segregation
- Enhancing the cycling infrastructure across Deal including
 - Increasing covered cycle parking
 - Improving traffic management
 - Increasing segregated cycle routes

The establishment of the Cycle Friendly Deal brand locally and with regional and national bodies can be used by the Transport & Infrastructure Committee to assist with improvements.

Recommendations

Members to consider and agree the initial proposed activities of Cycle Friendly Deal 2 as listed above and the requested budgets.

Members are asked to delegate authority for expenditure and decisions on CFD2 as listed above to the Town Clerk in liaison with the CFD2 working group.

**DEAL TOWN COUNCIL
MEMORANDUM**

To: Cllr B Bano, Chairman of the Transport & Infrastructure Committee;
Committee Members

From: Adrian Oliver

Date: Wednesday 5th January 2022

Subject: **Highways Improvement Plan**

At the September Transport & Infrastructure Committee meeting it was resolved: *To accept the criteria as set out in the report and to set up a working group with the following membership: Deputy Town Clerk, Project Officer, Cllr T Bond, Cllr D Cronk and Cllr A Stroud. For the Project Officer to set up an online meeting of the working group to prioritise the list and report back to a future meeting of this committee.*

Following discussions with the Town Clerk and Deputy Town Clerk, the Highways Improvement Plan has been rearranged using the criteria set out in the Memo that was accepted at the September T&I Committee Meeting. The prioritisation has been further refined by cross referencing each site with the Government's Road Traffic Accident data from 1999-2020, focusing on pedestrian and cyclist casualties.

The working group members received a copy of this revised HIP in December.

Recommendation

- Members to approve the revised prioritisation and the addition of Cycle Quietway signage.
- Members to decide whether to submit the revised HIP to Kent Highways for the annual review.

Highways Improvement Plan as at 21st December 2021

HIGHWAY IMPROVEMENT PLAN – Stage 1			ACTION PLAN – Stage 2		
Priority	Location	Problem and suggested remedy	Cost Estimate	Funding Source	Action/Programme (Who/When)
1.	A258 London Road	Drop Kerbs needed along this route			See report below
2.	College Road / Ark Lane	Hazard to wheelchair and mobility scooter users: Install pedestrian dropped kerbs both sides of Ark			
3.	A258 London Road: Grange Road to Albert Road	Inappropriately narrow pavement: Widen to a minimum of 1200mm			
4.	London Road Crossing	No crossing point for pedestrians for 500 yards: Install additional crossing point across London Road	£1,000	KCC Member	Project underway
5.	A258 113 London Rd Bus Stop	No raised kerb: Move bus stop a few metres to enable the installation of a raised bus stop kerb	KCC	KCC	Bus accessibility issue – KCC responsible as LTA
6.	Chapel Street	Despite existing signage large vehicles using Chapel Street and damaging properties. Redesignate street Access Only and No Through Road			
7.	B2056 Hamilton Rd / Telegraph Rd	No connectivity on the pedestrian and cycle desire line on Hamilton Road: Physically connect the Victoria Park Shared Use Path and Telegraph Road Shared Use Path across Hamilton Road.			
8.	High Street	Vandalised Tree - replant	KHS	KHS	19/4/21: KHS Fault Report No. 567730 – awaiting response

Drop Kerb Report London Road A258

Location	Work Required
Bowling Green Lane	Install pedestrian dropped kerbs both sides of Bowling Green Lane replacing old inappropriate lipped dropped kerbs
Claremont Road	Install pedestrian dropped kerbs both sides of Claremont Road replacing old inappropriate lipped dropped kerbs
Grange Road	Install pedestrian dropped kerbs both sides of Grange Road replacing old inappropriate lipped dropped kerbs
Cowper Road Junction	Install pedestrian dropped kerbs both sides of Cowper Road replacing old inappropriate lipped dropped kerbs
Lion Court Access	Remove wide corner radii and improve pavement to be continuous smooth surface
The Grove	Install pedestrian dropped kerbs both sides of The Grove replacing old inappropriate lipped dropped kerbs
Albert Road	Install pedestrian dropped kerbs both sides of Albert Road on the desire line replacing old inappropriate ill-positioned lipped dropped kerbs
Mill Road	No crossing point for wheelchair, mobility scooter, buggy and pram users: Install pedestrian dropped kerbs north & south of London Road
Astor Drive	Hazardous pedestrian crossing over Astor Drive: Reduce corner radii at Astor Drive and instal pedestrian dropped kerbs

Cycle Friendly Deal Project Adopted by T&I - Cycle Quietway Network Signage

The Welcome Back Scheme is funding the signing of active travel routes to and from the High Street within a five-minute cycling distance. The Cycle Friendly Deal project is to expand the signage to the whole of the Cycle Quietway Network across the three wards creating clear and safe signed cycle routes.

**DEAL TOWN COUNCIL
MEMORANDUM**

Attachment 6

To: Cllr B Bano, Chairman of the Transport & Infrastructure Committee;
Committee Members
From: Adrian Oliver
Date: Friday 24th December 2021
Subject: **Transport & Infrastructure Committee Projects as at 24th
December 2021**

Please find below the latest Transport & Infrastructure Project status update for your information.

Project	Activity	Status
Walking	DTC signage (fingerposts)	Obtaining quotes for replacement signposts
	Accessibility routes	WTC councillors surveying routes 1 & 3 through Walmer DTC Staff surveying routes through Mill Hill, Middle Deal and North Deal
	Pedestrianisation	See Agenda
Public Transport	Station Access for all	The Project is being transferred from Network Rail to Southeastern Trains The funding agreement is almost complete, it is just waiting for a SE Trains signature Southeastern have requested a purchase order for DTC's contribution A designer will be engaged – this should take about 8 weeks The design stage is likely to take 6 months including the Planning process
Active Travel	Traffic management	Sub-group meeting
Highways Improvement Plan	Highways Improvement Plan	See Agenda