

LOOE TOWN COUNCIL

**MINUTES OF THE TRAFFIC WORKING PARTY SUB-COMMITTEE (PART
OF THE ENVIRONMENT AND PUBLIC PROTECTION COMMITTEE)
MEETING**

held in the Tourist Information Centre, The Guildhall, East Looe on
Tuesday 22nd March 2011 at 7.00pm

REPORT TO COUNCIL

PRESENT

Chairman – Cllr M Gregory
Cllrs Mrs E Hannaford, A Toms and
J R B Dingle (ex-officio)

IN ATTENDANCE

Town Clerk – Mrs Anne Frith
Councillors Mrs M Powell and P Crossley
Mr S Foster – CNA Manager
Mr Geoff Penhaligan – Looe Harbour Master
PCSO Tom Barnes

11. APOLOGIES

Apologies for absence were received from Councillors D J Bryan,
E B Galipeau and J Hoskin.

**12. TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF
THE PUBLIC**

There were none.

13. TO DISCUSS CIVIL ENFORCEMENT IN LOOE

Mr Foster had supplied figures for the number of fixed penalty tickets issued over the last year as requested. (See attached Appendix 'A') and information on the expected level of enforcement had been received from Cornwall Council. (See attached Appendix 'B') but not in time for discussion at this meeting.

The level of enforcement was discussed at length and it was agreed that the core hours needed to be increased.

Mr Foster stated that:

1. We can try to influence the core hours offer ie key times, days and locations or
2. buy more time (extra hours) the cost of which would be the hourly rate minus expected income from tickets or
3. hold regular meetings with Graham Holland – Car Parks Manager or
4. Finance an exclusive full time Civil Enforcement Officer who will be employed by Cornwall Council and will have to follow their guidelines etc.

Councillor Mrs Powell stated that, at the recent Traffic Management Training that she and other Councillors had attended, it had been indicated that the Town Council could undertake Civil Enforcement Officer training, Mr Foster will check on this and report back. He will also check on possible enforcement through third party evidence such as CCTV as suggested by the Chairman.

PCSO Barnes stated that any extra enforcement must be additional to the current Civil Enforcement Officers.

Councillor Toms stated that an extra 16 hours for 25 weeks would cost £5,350 minus the revenue received for tickets and suggested that this would be the best way forward.

Councillor Mrs Hannaford asked Mr Foster who is the contact for putting forward a proposal for taking over the car parks. Mr Foster stated that any proposal should be sent to Mr Holland, the Property Asset Manager and himself, initially to himself. Mr Foster will look into and provide "leaders" for Active Partnering. There is to be an Asset Team set up by Cornwall Council, their first meeting will be within weeks, to assist with these issues.

Everything is negotiable.

The Chairman thanked Mr Foster for his attendance who then left the meeting.

14. TO DISCUSS AMENDMENTS TO THE CURRENT TRAFFIC REGULATION ORDER APPLICATIONS

Following the recent closure of Fore Street, East Looe due to essential roadworks a proposal had been put forward to close Fore Street (Lascares to Castle Street) to traffic from May to September each year between certain hours to allow pedestrians to walk safely through the town. This would require an amendment to the current Traffic Regulation Order application and advice had been sought from Cornwall Council Highways Department (see attached Appendix 'C').

PCSO Barnes stated that the police would give their full support to this proposal and the Committee all agreed that this should be done subject to consultation with residents and businesses.

The Chairman suggested that closure of the whole of Fore Street be done but it was agreed that this should be approached at a later date.

It was also suggested that a height restriction barrier was needed at the top of Barbican Hill and it was agreed that this be included in the consultation.

Councillor Gregory proposed that a consultation questionnaire be prepared and circulated as soon as possible, seconded by Councillor Mrs Hannaford it was unanimously agreed.

The meeting closed at 8.15pm.

Signed Date

Chairman of Traffic Working Party Sub-Committee

Appendix 'A'

Fore Street, East Looe - 77
Quay Road, West Looe - 31
Fore Street, West Looe – 4
Cornwall - 33,854

Parking Services advise one thing to note is that the 2 Fore Streets may need to be lumped together due to the way they are set up on the system; the CEOs can issue in either in certain circumstances.

Steve Foster
Community Network Manager, Liskeard & Looe and Acting
CNM, Cornwall Gateway
Localism Service, Chief Executive's Department
Cornwall Council
Tel: 01579 341464 (Liskeard)

stephen.foster@cornwall.gov.uk

Room 75, Liskeard One Stop Shop, Luxstowe House, Liskeard, PL14
3DZ

Appendix 'B'

Dear Anne,

Your email to Kate Dixon has been passed to me for reply with regard to the planned parking enforcement in Looe for the coming year.

We have this week moved to our summer rota in the East area, we have the same number of staff as in winter, but their working rota is spread evenly across a seamless 7 day a week enforcement pattern. It is our intention to have staff working in the town every day from April until the end of October, subject to holidays and sickness and to increase our presence by the employment of a seasonal member of staff to assist with the work of keeping the Millpool car park fully serviced in the high season months of late May to early September.

A further enhancement to our service will be the facility of Civil Enforcement Officers downloading their completed work at the end of their shift from a base in the town. This arrangement will save the need of an officer travelling to and from Liskeard to start and end their days work and so complete their full day in the town.

Although our ICT dept. is still working on the technicalities of a wireless link, we are confident that this facility will be operational within a few weeks.

We are also planning to reintroduce early evening enforcement until 8pm on at least one day a week, but it must be appreciated that these extended hours are part of their normal working week and are not worked as overtime. This pattern will commence at Easter and continue until the darker evening return again in September.

The winter enforcement will revert back to that experienced this winter as from 1st November.

In summary, we would expect to have one Civil Enforcement Officer carrying out enforcement work in the car parks and on-street each day during the main holiday period. The divide between on-street and off-street will be flexible and dependent on weather, volumes of visitors and problems experienced. It is after all a pointless exercise in enforcing empty car parks early in the morning or Fore Street in East Looe at midday when the area resembles a pedestrianised area, devoid of traffic and full of people on a cloudy "non-beach day" in the height of summer.

As we have explained previously, all enforcement is subject to the correct signs and lines being in place throughout the town.

As you know, Graham Holland is the area manager for parking services covering Looe and I am sure he and his team will do their utmost to support the town and executing the responsibilities of Cornwall Councils throughout the coming year.

Regards

Jon

Appendix 'C'

Thanks for the information Anne,

I've spoken to Neil and the project will go on hold pending the results of your consultation. There are a couple of points which we would strongly recommend you to consider at this stage. The first is the length of time of the complete closures – in other similar locations the closure time has not exceeded 6 hours maximum (generally 10-4) as this does allow reasonable time for deliveries (and there may be further legal implications to closing for a longer period). The second is that the proposal will result in 2 access restrictions (one at the bridge which is similar to that already in place, and one at the bollards where all vehicles are prohibited). There will be a significant increase in associated signage as the access restriction at the bollards will need to be advertised at the bridge as advance warning. The third is that without a physical barrier to traffic it is likely that the restriction will be ignored by drivers as there will be little or no policing. Our recommendation would be to consult on inclusion of a removable bollard or similar which could be placed at the appropriate times and removed outside of these times. Responsibility for this would have to be with the town council or other similar organisation, as the highway authority would not be able to facilitate this on a daily basis. Finally, you should include the emergency services in your consultation (as I am sure you are aware) because any physical barrier is likely to increase their response times, unless alternative arrangements can be made.

Sorry that this is long winded, but hope its clear!

The original application remains in discussion with the Department for Transport relating to the proposed no loading restrictions along Fore Street and Quay Road which require a departure to be issued.

Thanks for the update,
Rebecca

Rebecca Dickson BEng IEng FIHIE
Area Highway Manager
Highways Service
Cornwall Council

Tel: 0300 1234 222
rdickson@cornwall.gov.uk

Central Group Centre
Castle Canyke Road
Bodmin
PL31 1DZ
www.cornwall.gov.uk

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-----Original Message-----

From: Looe Town Council [<mailto:looetowncouncil@btconnect.com>]

Sent: 23 March 2011 10:26

To: Dickson Rebecca

Subject: Re: Traffic Regulation Order Application

Dear Rebecca

Re: Traffic Regulation Order Application

Looe Town Council have agreed to include in the Traffic Regulation Order the closure of Fore Street, East Looe (from Lascars to Castle Street) to traffic between the hours of 10.00am and 6.00pm or 11.00am and 7.00pm.

We obviously have to carry out a consultation on this proposal and ask that the application be put temporarily on hold whilst we do this.

We anticipate the consultation will be done in the next couple of weeks.

We will also be requesting, at the request of the police, a height restriction on Barbican Hill.

In the meantime I would be grateful if you could let me know how far our application has progressed.

Thank you, Anne

Looe Town Council
The Guildhall, Fore Street, East Looe, PL13 1AA

Telephone: 01503 262255
E:mail: looetowncouncil@btconnect.com