

**Minutes of the Parking Issues Working Group
Friday 19th May 2017, 10.00 am at Meopham Windmill**

Present: Cllrs Buchanan (Acting Chairman), Knott and Ogden
M Cason, Community Warden

In attendance: S Eggesden, Clerk

1. To note apologies

Apologies had been received from Cllr McTavish. It was agreed that Cllr Buchanan should chair the meeting.

2. To approve the minutes from the 19th April and 3rd May 2017

The minutes were approved.

3. To agree on a letter to send to the schools outlining the arrangements for the competition and the campaign

Cllr Buchanan had drafted a letter. It was agreed to thank the schools for attending the meeting on the 3rd May and to tailor the competition ages for each school. It was also agreed to include Meopham Secondary School.

Agreed Action: Clerk to send out the letters by Monday 22nd May

4. Update on actions:-

Survey for Camer Parade shop keepers/flat residents

No further update reported

Agreed Action: Cllr Ogden will work on this and email round to members.

Camer Parade Service Road ownership

No further updated.

Agreed Action: Clerk to contact property.services@gravesham.gov.uk and Cllr Burgoyne on this. Also agreed to include a question on this in the survey for Camer Parade.

Discussion took place on the School Close car park and how it could be better laid out if it was cleared and parking spaces marked out.

Agreed Action: Clerk to contact Cllr Burgoyne regarding this

KCC Road Safety Team

The Clerk reported on an email received and she will send the link to members for the responsible parking toolkit. They can provide banners, flyers and red cards. It was agreed that these would be useful for the events in September.

Meeting with KCC Highways Steward

The Clerk reported on her meeting with the KCC Highways Steward and as a result of this, the Steward had visited Willow Walk/Wrotham Road at the school pick up time and agreed that this was deemed a safety hazard with

cars parking on the double yellow lines. Highways have now agreed to install bollard on the grass verge at this location. The resident concerned with this had been informed.

M Cason advised that following a meeting with the GBC Housing Officer, she would be seeing if GBC would install bollards at Huntingfield Road.

Agreed Action: Clerk to inform Culverstone Green Primary School about the installation of the bollards.

The Clerk asked members if they required a meeting with GBC Parking Enforcements? **Agreed Action:** to leave this to P&P to decide to hold a further meeting.

5. Any other business

Cllr Ogden if there had been an update on his request for a mirror opposite Camer Parade. The Clerk had not received any update on this.

Agreed Action: Clerk to contact Cllr Sweetland regarding this.

6. To agree on a date for the next meeting

09/6/17 at **10.00am** at the Windmill

Agenda items to include: to review the quotes received, Camer Parade Survey, to agree on the competition prizes, to start planning the events for September and to review the budget.

The meeting closed at 11.30am.

SignedDate.....