



LEDBURY TOWN COUNCIL

TOWN COUNCIL OFFICES . CHURCH STREET . LEDBURY

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5 February 2023

TO: All Councillors

Non-Councillors: Matthew Davis and Steve Glennie-Smith

Dear Councillor

You are invited attend a meeting of the **Traffic Management Working Party** which will be held on **Wednesday, 7 February at 4.00 pm at the Council Offices, Church Lane, Ledbury** for the purposes of transacting the business set out below.

Yours faithfully

Angela Price
Town Clerk

A G E N D A

1. Election of Chairperson
2. Apologies for absence
3. Declarations of Interest (Councillors only)
4. Minutes of a meeting of the Traffic Management Working Party held on 925 October 2023
(Pages 23-28)
5. Possible introduction of Hopper type bus in Ledbury
(Pages 29-30)
6. Update on progress in respect of Speed Indicator Devices
(Pages 31-35)
7. Update on S106 expenditure in respect of road signage in Ledbury
(Pages 36)
8. Impact of development and proposed development of Traffic Management
(Standing item)

9. Date of next meeting

To be agreed, subject to outcome of discussions in respect of agenda item 5.

**Distribution: Copies of full agenda papers to Working Party Members (8)
 Copies of agenda front pages to all non-committee Member
 Councillors
 Charlotte Sturge – Local Resident
 File Copy (1)**

LEDBURY TOWN COUNCIL

**MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT WORKING PARTY
(TMWP) MEETING
HELD ON 25 OCTOBER 2023**

PRESENT: Councillors Furlonger, Hughes, l'Anson, Morris and Steve
Glennie-Smith

ALSO PRESENT: Angela Price – Town Clerk
Charlotte Barltrop – Minute Taker

TMWP1. ELECTION OF CHAIR

Councillor Morris was nominated but declined due to other commitments.

Councillor l'Anson agreed to act as Chair for this meeting.

RESOLVED

1. That Councillor l'Anson be elected as Chair for the purposes of this meeting.
2. That the election of the Chair of the Working Party be deferred to the next meeting.

TMWP2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Gareth Davies.

TMWP3. DECLARATIONS OF INTEREST (COUNCILLORS ONLY)

None received.

**TMWP4. MINUTES OF A MEETING OF THE TRAFFIC MANAGEMENT
WORKING PARTY HELD ON 9 JANUARY 2023**

Members noted that the date displayed on the minutes should be 2023 and not 2022 and that January had been misspelt.

It was noted that there was a request for the meeting to take place at 4.00pm to allow non-Councillors to attend and agreed that this should be taken into consideration for all future meetings.

RESOLVED

That the minutes of the Traffic Management Working Party meeting held on 9 January 2023 be received and noted subject to the following amendments:

That the heading be amended to read January 2023.

TMWP5. ACTION SHEET

- TWMP132 – members discussed the status of this report noting that there had been a 9-month gap since the last meeting. It was suggested that the report be accepted in draft form in order to move forward and that the report be circulated to members in order that all could become familiar with the content.
- TMWP196 and 198 – due to the decision taken in relation to minute no. TMWP 132 it was agreed that these minute numbers were no longer relevant and should be discharged from this Working Party.

RESOLVED

1. **That the Action Sheet be received and noted, noting that the report prepared by Councillor Howells be recommended to the Planning Committee for approval as it stands.**

TMWP6. TERMS OF REFERENCE

Members considered whether they should wait until the completion of the Committee Structure review before amending the Terms of Reference.

RESOLVED

That no amendments be made to the Terms of Reference at this time due to the work currently being undertaken by the Committee Structure Task and Finish Group.

TMWP7. CONCERNS RAISED BY RESIDENTS IN RESPECT OF ROAD TRAFFIC SPEEDS IN LEDBURY

Members were informed by Councillor Hughes, in his capacity as Police Liaison for Ledbury Town Council, that speed checks had been carried out and that those results had been published, however, the results did not show evidence of excessive speeds.

Councillor Hughes also informed members that there had been a campaign to form a Community Speedwatch Group, which required only 6 members, but that they had failed to receive the required number of volunteers to move forward with the initiative.

It was suggested by members that a leaflet should be printed and distributed to residents within the affected areas in an attempt to acquire further volunteers.

Councillor Furlonger volunteered to be part of the Speedwatch group and to door drop leaflets. Whilst Steve Glennie-Smith volunteered to be part of the Speedwatch group.

RESOLVED

That a leaflet be prepared ready for distribution in relevant streets, i.e. New Street and Southend.

TMWP8. ITEMS TO BE CONSIDERED FOR INCLUSION IN 2024/25 BUDGET

i. SPEED INDICATOR DEVICE

Members considered the options which were presented within the report and agreed on the following items:

Option 3 – Portable SID with speed and smiley/angry face £3,045 plus VAT.

Option 1 – A mobile phone app which can be downloaded from Google Play Store for a cost of £349 plus VAT per sign.

ii. TRAFFIC CALMING GATES – PARKWAY

Members discussed the pros and cons of installing the Traffic Calming Gates at Parkway. It was felt that this was not the best use of the funds as the gates would only be effective for a short time and that the purchase of a further SID for use in this area would be a more effective use of funds.

RECOMMENDATIONS

- 1. That members of the Traffic Management Working Party recommend to Finance, Policy & General Purposes Committee that one mini-SID device and three poles be installed around Ledbury, along with the method for data collection, as listed above, and any additional extras deemed necessary be purchased from the 2023/24 Traffic Management budget line and Earmarked Reserves, subject to the agreement from Herefordshire Council that these can be sited in the three positions previously used for SID's, noting that the cost to purchase the above would be circa £4,000.**
- 2. That the Clerk submit an application for the Council to have three poles erected for Speed Indicator Devices in the same places they were sited when hired from BBLP.**
- 3. That the Clerk draw up a plan for purchase two further SID's to be permanently sited around Ledbury in the future.**

4. That members rejected the Traffic Calming Gates in favour of the purchase of a further SID for the Parkway area.

**TMWP9. ISSUES WITH PARKED CARS ON BEND IN ORCHARD LANE
(VERBAL REPORT SGS)**

Steve Glennie-Smith stated that the number of instances where there had been vehicles parked on the bend in Orchard Lane had increased, the greatest issue being at school run times. He pointed out that this is causing a large number of issues in the area and the increase is of great concern. He requested that a TRO be made to add yellow lines in the area to ease the issue and make the road safer. Photographic evidence is available.

There was a discussion regarding the survey for the yellow lines which had previously been carried out, with the information to be provided by the report which will be forthcoming for the next Traffic Management Working Party meeting.

RESOLVED

That the verbal report by Steve Glennie-Smith be received and noted.

**TMWP10. REQUEST TO HEREFORDSHIRE COUNCIL TO REVIEW ROAD
SIGNAGE IN LEDBURY**

Members requested that the selection of photos that has previously been used as part of a report to the TMWP be provided to Herefordshire Council to aid with the report.

Councillor Hughes reminded members that Ledbury needs clear signage which states the weight limit and weight advice signage on entry to Ledbury as well as clear advice signage for HGVs to follow. He also stated that the Town Centre signage needed to be adjusted as it is not in the correct places.

RESOLVED

That members of the Traffic Management Working Party receive and note the information provided within the report.

**TMWP11. POTENTIAL TRO ORDER SCHEME – MASEFIELD AVENUE,
LEDBURY**

Members discussed the letter which had been received by Ledbury Town Council in respect of the proposed Residents Parking Scheme on Masefield Avenue.

Councillor l'Anson asked whether, if the proposed TRO was adopted, that would mean 1-hour restrictions on Masefield Avenue. This was confirmed to be the case.

Whilst sympathetic to the issues raised by the residents, members stated that as this consultation had been voted in by Full Council there was no action that the Town Council could take at this time.

RESOLVED

That members of the Traffic Management Working Party receive and note the information provided within the report.

TMWP12. IMPACT OF DEVELOPMENT AND PROPOSED DEVELOPMENT OF TRAFFIC MANAGEMENT (STANDING ITEM)

There was nothing on this item at this meeting.

TMWP13. DATE OF NEXT MEETING

Members agreed that the next meeting should be held as soon as possible and that it should be to consider items relating to the Report provided by Councillor Howells.

RESOLVED:

To note that the date of the next meeting of the Traffic Management Working Party is scheduled for 22 November 2023 at 4.00pm.

The meeting ended at 4.17 pm.

Signed Dated

ACTION SHEET
Traffic Management Working Party
Outstanding Tasks

Minute No.	Action	To be Actioned by	Date Actioned	Comments	Actioned
25-Oct-23					
TMWP 5	That the Traffic Management report prepared by Councillor Howells be submitted to the next meeting of PET's Committee for adoption	TC	09.11.2023	To be included on PET agenda	Completed
TMWP 8 (1)	That members of the Traffic Management Working Party recommend to Finance, Policy & General Purposes Committee that one mini-SID device and three poles be installed around Ledbury, along with the method for data collection, as listed above, and any additional extras deemed necessary be purchased from the 2023/24 Traffic Management budget line and Earmarked Reserves, subject to the agreement from Herefordshire Council that these can be sited in the three positions previously used for SID's.	TC	07.02.2024	Awaiting council approval (07.02.2024) - information received from PCC about possible funding for this type of initiative - Clerk investigating	In progress
TMWP 8(2)	That the Clerk submit an application for the Council to have three poles erected for Speed Indicator Devices in the same places they were sited when hired from BBLP.	TC	Nov-23	waiting for information on location of posts from BBLP/HC	In progress
TMWP 13	That the next meeting be scheduled for 22.11.2023 for the purpose of reviewing the Traffic report prepared by Cllr Howells.	TC	22.11.2023	Date changed to 07.02.2024 due to Clerk and Dep Clerk being at conference on 31.01.2024	In progress

TRAFFIC MANAGEMENT WORKING PARTY	7 FEBRUARY 2024	AGENDA ITEM: 5
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Report prepared by Angela Price – Town Clerk

POSSIBLE HOPPER TYPE BUS SERVICE FOR LEDBURY

Purpose of Report

The purpose of this report is to provide Members of the Resources Committee with an update on a meeting held with Clare Stone of Buses 4Us in respect of the provision of a Hopper type bus service for Ledbury.

Detailed Information

Following the sad passing of Gareth Davies it was agreed that the Clerk should meet with Clare Stone of Buses 4Us and ask whether she would be interested in working with Ledbury Town Council investigating the possibility of purchasing a Hopper Bus to provide a service from the new estates to the town centre and local supermarkets.

The Clerk met with Clare on 11 January 2024 at which time Clare expressed a willingness to work with the Council on this project and advised that she was aware of a number of potential funding streams to help with the purchase of electric buses of this size. She advised that she would share links to these funding streams to the Clerk, however these have not yet been received and a reminder email has been sent to Clare and it is hoped that these will be available for members of the working party ahead of this meeting.

Points raised by Clare to consider were as follows:

- That in order to provide the service the Council should consider purchasing two buses
- The route should consist of a "circular route"
- Should consider including Eastnor as part of the route
- Consideration must be given to access on the new housing developments
- Prior to making an application for funding the following should all be established:
 - Demand
 - Route
 - Sustainability
 - Timetables
 - Costings

Clare suggested that the Council should consider setting up a working party to consider all of the options available to them ahead of making any decisions or funding applications. As there is already a Traffic Management Working Party set up, which currently has limited business for consideration the Clerk would suggest that this project become a primary project for this Working Party to investigate with a report on

potential options being submitted to the Planning, Economy & Tourism Committee once all necessary information has been gathered.

Recommendation

That Members give consideration to the above information, noting the recommendations from Clare Stone on the type of information to be gathered ahead of any decision-making process and recommend to the Planning, Economy & Tourism Committee that the Working Party be tasked with establishing the following information ahead of any decision-making process being undertaken in respect of purchasing a bus to provide a service:

- Demand
- Route
- Sustainability
- Timetables
- Costings

TRAFFIC MANAGEMENT WORKING PARTY	7 FEBRUARY 2024	AGENDA ITEM: 6
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Report prepared by Angela Price – Town Clerk

UPDATE ON SPEED INDICATOR DEVICES (SID's)

Purpose of Report

The purpose of this report is to provide members of the Working Party with an update on progress in respect of purchasing SID devices as per minute no. TMWP 8 of the meeting held on 25 October 2023.

Detailed Information

At the meeting of the Working Party held on 25 October 2023 the following was resolved:

1. That members of the Traffic Management Working Party recommend to Finance, Policy & General Purposes Committee that one mini-SID device and three poles be installed around Ledbury, along with the method for data collection, as listed above, and any additional extras deemed necessary be purchased from the 2023/24 Traffic Management budget line and Earmarked Reserves, subject to the agreement from Herefordshire Council that these can be sited in the three positions previously used for SID's, noting that the cost to purchase the above would be circa £4,000.
2. That the Clerk submit an application for the Council to have three poles erected for Speed Indicator Devices in the same places they were sited when hired from BBLP.
3. That the Clerk draw up a plan for purchase two further SID's to be permanently sited around Ledbury in the future.

Subsequently, following that meeting the Clerk has contacted Herefordshire Council officers to ask them to provide details of the exact location where the previous bases were located. Unfortunately, despite several chaser emails and personal requests to senior officers this information has still not been provided. Previously SID's were dealt with via BBLP, however about two years ago this was taken back in-house and is now managed by Herefordshire Council directly. Initially they did not have all of the relevant processes in place, and therefore Ledbury Town Council were unable to continue with the SID's as previously. As members are aware it has been recommended to Council that the Council purchase one SID in the 2023/24 financial year and investigate two more in 2024/25. This recommendation is due to be considered at Council at the reconvened meeting of 7 February 2024, following which the Clerk plans to submit the formal commissioning request to Hereford Council.

The Clerk has discussed the previous locations with Councillor Howells, who was key to the previous application for the hire of the SID's, and he has confirmed that the bases were previously located at the following points:

- Hereford Road (A438) – just after the 30-mile speed limit sign and before the entrance to Saxon Way into the town centre
- Gloucester Way (A449) – before Biddulph Way from the direction of the roundabout
- Parkway (A417) – at the top of the dip in the road as you enter Parkway going towards Ledbury

Maps of all three locations are attached for Members to consider and decide the exact location for each SID to be located, in the absence of information being received from Herefordshire Council.

In the absence of assistance from Herefordshire Council in respect of the previous locations of the SID's the Clerk proposes to visit each location to obtain a "What three words" location for each of these to provide within the commissioning application for permission to erect three SID device bases and poles and would welcome support from any Member who wishes to assist with this task.

Recommendation

1. That Members provide the Clerk with clarification on the required location of the SID's at the following:
 - Hereford Road (A438) – just after the 30-mile speed limit sign and before the entrance to Saxon Way into the town centre
 - Gloucester Way (A449) – before Biddulph Way from the direction of the roundabout
 - Parkway (A417) – at the top of the dip in the road as you enter Parkway going towards Ledbury
2. That if any Members wish to accompany the Clerk on visits to these locations to identify the "What Three Words" location for each site they put their names forward at the meeting, bearing in mind that due to safety reasons the group should be limited to no more than the Clerk plus two Councillors.

Google Maps Hereford Rd



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Hereford Rd



Directions



Save



Nearby



Send to
phone



Share



Ledbury

Photos

33

Google Maps gloucester road ledbury



Imagery ©2024 Airbus, CNES / Airbus, Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, Map data ©2024 50 m

Ledbury Tennis Club,
Gloucester Road, Ledbury
5.0 (5)
Tennis club · Ledbury Rd
Open · Closes 10 pm


Website


Directions

Underdown
No reviews
Apartment building · Gloucester Road


Directions

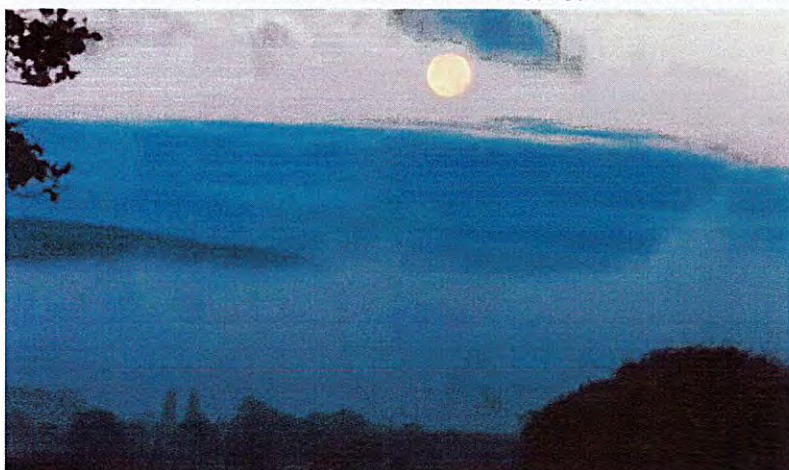
You've reached the end of the list.

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Google Maps Parkway



Imagery ©2024 Airbus, CNES / Airbus, Getmapping plc, Infoterra Ltd & Bluesky, Maxar Technologies, Map data ©2024 50 m



Parkway

Ledbury
HR8 2JGCloudy · 11°C
13:16

Directions



Save



Nearby

Send to
phone

Share

Quick facts

Parkway is a hamlet centred 2 km south of the market town of Ledbury in Herefordshire, England, centred on the direct single-carriageway north-south A... [More](#)

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Photos

LTC Clerk

From: Speller, Gregg <Greg.Speller2@herefordshire.gov.uk>
Sent: 02 February 2024 08:36
To: LTC Clerk
Cc: Harvey, Liz (Cllr); Simmons, Stef; Peberdy, Justine
Subject: RE: HC-S106-064 - Ledbury, Weight Limit Signage Review

Morning Angie,

Hope all is well. Just a quick update for you on the S106 Ledbury weight limit signage review.

As you know, this has now been commissioned to AECOM and they have already engaged with the Town Council to get an understanding of the problems being experienced locally and have started carrying out site visits this week. Regarding timescales, they are working to try and finalise the report by the start of March and as soon as this is complete I will issue to yourself for distribution to the Town Council.

I hope this helps, as always any questions just drop me a line.

Kind regards,

Gregg Speller

Herefordshire.gov.uk

Gregg Speller

S106 Senior Project Manager – Highways & Transport
Economy & Environment

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**We want you, our council and our residents to grow,
develop, prosper and flourish**

