

Lindfield Parish Council
Summary Traffic Study Chronology 2015 to 2018

Date	Activity event / key issues / summary / publicity
17/3/15	<p>Planning & Traffic Committee Agenda Item 563 Traffic Survey/Study in the Parish</p> <ul style="list-style-type: none"> • References papers circulated to members and helpful feedback from other parties consulted • Mr Jesson commented that this a County Wide matter and MSDC should be encouraged to support what the PC is doing • Agreed that the brief be approved and FC approval idc
19/5/15	<p>Full Council Agenda Item 25 Reports by County Councillor / District Councillor</p> <ul style="list-style-type: none"> • 25.1 Traffic issues ... dominating Councillor Field's postbag...Correspondents had been referred to the possibility of a traffic study, particularly because single issues such as the re-opening of Denmans Lane were difficult to take in isolation, without assessment of the impact solutions may have on other areas. <p>28 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 28.3 The Parish Council should move forward with the Traffic Study with a holistic approach to traffic problems and the impact solutions may have elsewhere. • 28.4 The brief, amended as agreed at the Planning and Traffic Committee meeting on 17 March, had been circulated to Members. RESOLVED to APPROVE the amended Traffic Study Brief which would be sent out to traffic consultants in due course with the invitations to tender.
16/7/15	<p>Full Council Minutes Item 51 F&GP</p> <ul style="list-style-type: none"> • 51.6 Traffic Study Reserves £20,000
21/7/15	<p>Planning & Traffic Committee Agenda Item 33 Budgetary Matters</p> <ul style="list-style-type: none"> • 033.4 advised WSCC had provided some names of suggested firms and organisation to undertake the Traffic Study and accordingly should be out to tender shortly
18/8/2015	<p>Invitation to Quote</p> <p>Nine page tender invite setting out</p> <ul style="list-style-type: none"> • '93 closure of Denmans Lane • the background to the '96-6 Frank Graham Study commissioned by WSCC and seven sites implemented • follow up Dec '02 report and further minor works on three sites • '06 Village Action Plan setting out Traffic & Transport objectives and ambitions • Barratts concurrent development Gravelye / Lyoth Lane 230 houses and related traffic assessment • Proposed Haywards Heath Relief Road • Safer Routes to School / Backwoods Lane school parking issues and yellow lines • Traffic Regulation Order (TRO) being sought restricting >7.5 tonne vehicles on B2028 Lindfield High Street • Mid Sussex District Council Transport Study 2013 and projected traffic flow data <p>The invitation to quote identified nine sites for consideration but that the survey "...should address the likely effects of any possible solutions upon the entire road network in the village." It also stated that "...will remain in consultation with WSCC throughout the process." Further, that "the Parish Council is expecting to have to pay for, or significantly contribute, towards any traffic calming measures agreed following this survey."</p>
17/9/18	<p>Full Council Minutes Item 74 P&TC</p> <ul style="list-style-type: none"> • 74.3 Traffic Study. One of the three firms of traffic consultants that had been invited to quote had declined and a fourth had now been approached.
22/9/15	<p>Planning & Traffic Committee Agenda Item 0.55 Lindfield Traffic Study/Survey</p> <ul style="list-style-type: none"> • Briefs sent to three firms, one declined and suggested another, deadline extended to 16 October. £20k allocated to fund the work.
13/10/15	<p>Planning & Traffic Committee Agenda Item 0.62 AOB</p> <ul style="list-style-type: none"> • 062.1 progress sought, deadline 16 October advised
2/11/15	<p>Planning & Traffic Committee Agenda Item 0.68 Lindfield Traffic Survey/Study</p> <ul style="list-style-type: none"> • Three bids received, two quotes very close and within budgets but the third significantly over budget. Methodology / approach appeared similar • Debate around co-ordination with LPS TRO proposals however concluded should proceed. • Agreed to recommend to Council that the bid from Creative Roads be accepted
12/11/15	<p>Full Council Minutes Item 89 P&TC</p>

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	<ul style="list-style-type: none"> • 89.3 Having reviewed the bids received, P&TC recommended to accept the bid from Creative Roads (£11,402.50) to carry out the Traffic Survey/Study as it was well within budget and would appear to give best value of the two similarly priced bids, the third bid being considerably higher. Councillor Gomme added that heavy traffic was to be added to the specification and to ask the consultants to keep a note of the numbers of movements of vehicles over 7 ½ tonnes. • to confirm acceptance of the bid from Creative Roads (£11,402.50), as recommended by the Planning and Traffic Committee.
24/11/15	<p>Planning & Traffic Committee Agenda Item 0.77 Lindfield Traffic Survey/Study</p> <ul style="list-style-type: none"> • FC accepted bid at its meeting 12/11/18 and a briefing would be held asap. It was noted that the brief should incorporate the implications of likely planning applications (e.g. Scamps Hill)
15/12/15	<p>Planning & Traffic Committee Agenda Item 0.88 Lindfield Traffic Survey/Study</p> <ul style="list-style-type: none"> • Preliminary Meeting held 1/12/18, the consultant anticipated starting work in Feb 2016
16/2/16	<p>Planning & Traffic Committee Agenda Item 111 AOB</p> <ul style="list-style-type: none"> • 111.2 progress report sought – DPC advised short report received from consultant earlier that day and would be forwarded to all committee members
10/3/06	<p>Full Council Minutes Item 132 P&TC</p> <ul style="list-style-type: none"> • 132.4 Councillor Gomme reported that the traffic study was under way and traffic counts were currently being conducted.
April 2016	<p>Lindfield Life Article</p> <p style="text-align: center;">TRAFFIC SURVEY</p> <p>You may have noticed a few traffic loops appearing in the roads and streets in Lindfield. These are at Newton Road (just east of Newton Close), then the High Street (just south of Hickmans Lane), both aimed at capturing speed and flow data, and finally one at the notorious junction of the High Street with the Lewes Road, in order to undertake a peak hour turning count between 8-9 a.m., and 5-6 p.m. This shows that our traffic consultant is well underway in the first phase of gathering data and evidence to help us decide on what solutions may be possible and practical to the wide range of traffic/speeding issues there are in our Parish. We hope to have the initial report in late March.</p>
26/4/16	<p>Meeting LPC with consultant, Cllrs Gomme & Blunden, Clerk and Deputy Clerk</p> <ul style="list-style-type: none"> • Reporting accident data, the Consultant that increased safety for pedestrians and cyclists would improve road safety generally. The meeting ran through several sites and the need to be cost effective; including a possible trial run on High Street/Lewes Road traffic lights • Full report due in the next few weeks and a summary of progress to be put in
12/5/16	<p>Annual Full Council Meeting 164 P&TC</p> <p>164.4 Councillor Gomme reported on a recent informal meeting with the Traffic Consultant who had collected a considerable amount of data from his own counts and the data held by other bodies. A report was anticipated shortly.</p>
31/5/16	<p>Planning & Traffic Committee Agenda Item 151 Updates on current Matters</p> <p>Meeting with consultant held recently with data; Phase 1 report due shortly</p>
21/6/16	<p>Planning & Traffic Committee Agenda Item 159 AOB</p> <ul style="list-style-type: none"> • Interim findings reported and DPC asked to publish on website
14/7/16	<p>Full Council Minutes Item 191 P&TC</p> <ul style="list-style-type: none"> • 191.7 Traffic Study. A meeting with the Consultant had taken place to discuss the statistical data and the phase 1 report had since been received.
1/8/16	<p>Planning & Traffic Committee Agenda Item 174 Update on Traffic Survey / Study</p> <ul style="list-style-type: none"> • DPC advised that the first written report expected for this meeting had not been received and he was asked to chase up
23/8/16	<p>Planning & Traffic Committee Agenda Item 183 AOB</p> <ul style="list-style-type: none"> • DPC reported that the consultant's report had not been received due to issues proving more difficult than first thought by the consultant; it was hoped to be able to report more fully at the next meeting in September
13/9/16	<p>Planning & Traffic Committee Agenda Item 191 AOB</p> <ul style="list-style-type: none"> • 191.1 DPC reported consultant's report received that afternoon and would be sent to councillors and added to the agenda for 3/10/16
13/9/16	<p>Interim Report produced by Creative Roads</p> <p>A 61 page report described as Phases One and Two of Three:-</p> <ol style="list-style-type: none"> 1. Traffic Surveys and site assessment

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	<p>2. A discussion report on issues and options based on initial findings;</p> <p>3. Final report and detailed preliminary design drawings based on feedback from initial findings to come in due course</p>
15/9/16	<p>Full Council Minutes Item 206 P&TC</p> <ul style="list-style-type: none"> • 206.9 Councillor Gomme reported that late on 13 September the interim report from the Traffic Consultant had been received. This would be discussed at the next meeting of the Committee prior to release into the public domain.
3/10/16	<p>Planning & Traffic Committee Agenda Item 199 Update on Traffic Survey/Study</p> <ul style="list-style-type: none"> • 199.1 Interim (Phase 1) report received, needed careful consideration as some solutions costly. Need to have a meeting with Consultant to discuss and ensure WSCC Highways aware and were involved, in conjunction with keeping the local WSCC Ward Councillor fully informed • 199.2 agreed that report should be published on the website to seek views
5/12/16	<p>Planning & Traffic Committee Agenda Items 220 Budget and 222 Update on Traffic Survey/Study</p> <ul style="list-style-type: none"> • 220.1 more information needed from consultant to set Traffic Survey budget • 222.1 the consultant should proceed with the experimental, temporary traffic lights Lewes Road / High Street; will need careful monitoring and that the trial will be aimed to take place in February/March 2017, outside of any school holiday period. • 222.2 important to ensure residents informed, and so an article will be placed in the January 2017 edition of Lindfield Life. Councillor Blunden stated that it would be important to ensure that residents support any permanent solutions, and that the Parish Councils avoid other examples, where traffic solutions have either not been supported or haven't worked.
10/11/16	<p>Full Council Minutes Item 217 P&TC</p> <ul style="list-style-type: none"> • Traffic speeds in High Beech Lane - Speed Indicator Device. Residents of High Beech Lane had expressed concern about traffic speeds in that area several times over recent years. A temporary Speed Indicator Device (SID) was going to be placed there within the next few weeks to collect data as well as flashing the speeds at which oncoming vehicles were travelling. After the data had been collected, Councillor Field and Richard Speller would be meeting with residents and Parish Council representatives were welcome to attend if they wished. • Councillor Gomme added that High Beech Lane was one of the areas targeted in the Traffic Survey and that the proposed development on land adjacent to that road had awakened residents' awareness. <p>222.9 Traffic Study</p> <ul style="list-style-type: none"> • Councillor Gomme reported that Councillors Blunden and Gomme and the Clerk and Deputy Clerk had met with the Traffic Consultant. Mr. Harper's advice had been sought on how to prioritise his recommendations and identify available funds to carry out any work. Since that meeting some information had been issued about Section 106 funding, but there were caveats. It had been felt that the Lewes Road / High Street junction should be the first priority for consideration. Proposals made by Barratt Homes several years previously had not had the consensus of the village as there were concerns they might make the junction less safe. A possible alternative solution of installing traffic lights could be considered although it would increase street furniture and signage and would lead to queuing traffic, possibly encouraging more traffic onto other roads to avoid the junction. This solution could be modelled, but it had been suggested that a trial using temporary traffic lights and traffic counters would provide more trustworthy evidence on which to base a decision. Mr. Harper had been asked to investigate this as a possibility for the Council to consider. • The Deputy Clerk and Clerk had also met with a representative of a small group of local residents with an interest in traffic issues. They had briefed him about the work done so far and about the focus on the Lewes Road / High Street junction.
20/12/16	<p>Planning & Traffic Committee Agenda Item 229 Budget</p> <ul style="list-style-type: none"> • 229.2 if the traffic light trial needed budget overspend £493; Cllr suggested air quality monitoring also needed and a new £20k budget for 2017/18 agreed to go to F&GP and FC
27.12.16	<p>Residents Letter Commenting on Interim Traffic Study (Mr MacMillan)</p>

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January 2017	<p>Lindfield Life Article</p> <p style="text-align: center;">TRAFFIC SURVEY</p> <p>As residents may know, the Parish Council commissioned a traffic survey about a year ago, the first stage report of which was received quite recently. Since then we have been in discussion with Creative Roads Limited, our consultant, about the recommendations made so far, and the possibility of finding some funding for some of them from S106 (planning agreements) developers' contributions. These discussions have been quite productive in that the consultant has managed to identify funds from the Limes development and others, which could be used within our parish for suitable, eligible traffic management schemes.</p> <p>We believe that solving the issues around the High Street / Lewes Road junction should have the highest priority of the recommendations made, and we have asked our consultant to now further investigate the possibility of having traffic lights controlling that junction. Our priority here is to improve the safety of pedestrians, as they walk along the Lewes Road and through the narrow section at the side of Penny Black the barbers, as well as crossing the High Street. We have asked for more research and modelling on this junction, and to develop a way of testing the effectiveness and disadvantages of this solution by the use of temporary traffic lights for about a week or so in early 2017.</p> <p>This test will include traffic counts not only in the Lewes Road and High Street, but also in the "rat run" routes both prior to the test installation, as well as during it. It will also be conducted during normal term time and if at all possible, will avoid a period when road works are scheduled in our village.</p> <p>Since the report was published, there has been a further suggestion made to the Parish Council about looking at the possibility of having a one-way scheme to assist traffic flows around the High Street. We have referred this on to our consultant and asked him to assess its merits and likely cost and to discuss this option with his contacts at West Sussex County Council Highways.</p> <p>The Traffic Survey Interim Report can be found on our web site, and we welcome any views.</p>
4.1.17	Residents Letters Commenting on Interim Traffic Study (three residents)
19/1/17	<p>Full Council Minutes Item 237 P&TC</p> <ul style="list-style-type: none"> • 237.9 Traffic Study. Councillor Gomme reported that matters were moving on and the Traffic Study was still very much a live project. At a recent meeting, Roger Harper, the Consultant from Creative Roads had been asked to arrange modelling of the traffic lights trial, to ascertain which of the three possible schemes would be the best one to use and the P&T Committee had agreed with that approach. Mr. Harper had since informed the Deputy Clerk that he would be using Telent to do the modelling and had suggested that the Parish Council might wish to consider paying them direct to enable recovery of the VAT. Telent required the payment (£840 plus VAT) in advance. It was AGREED that the advance payment of £840 plus VAT should be made direct to Telent as proposed.
3/4/17	<p>Planning & Traffic Committee Agenda Item 272 To receive an update on the progress of the Traffic Survey</p> <ul style="list-style-type: none"> • 272.1 meeting held with Roger Harper 20/3/17 considering residents feedback to the interim report published on the website some months ago • Details of potential traffic light phasing at High Street Lewes Road junction following detailed modelling • Potential 20mph
April 2017	<p>LPC Website</p> <p>LINDFIELD TRAFFIC STUDY/SURVEY: Please find HERE the traffic consultant's interim report. If you have any comments or suggestions to make please email them to clerks@lindfieldparishcouncil.gov.uk</p>
11/5/17	<p>Full Council Annual Meeting Minutes Item 285 Questions/Comments from members of the public</p> <ul style="list-style-type: none"> • 285.1 Traffic Study. Mr. N. Kerslake requested an update on the proposed trial of traffic lights at the corner of Lewes Road and the High Street and associated air quality monitoring. <p>293 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 293.6 With reference to Mr. Kerslake's request for an update during the public session,

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	<p>Councillor Hodgson stated that some additional modelling of the options for trialling traffic lights at the Lewes Road / High Street corner had been carried out, from which it had been clear that there was one preferred option. There would be a more formal report in due course and the public would be kept informed of developments.</p>
28/5/17	<p>Letter from Resident Mr & Mrs Baker</p>
6/6/17	<p>Planning & Traffic Committee Agenda Item 300 Traffic Survey</p> <ul style="list-style-type: none"> • 300.1 Noted that consultant revising report due by 20/6/17 for P&TC 27/6/18 <p>301 Proposed Traffic regulation Order for Schools</p> <ul style="list-style-type: none"> • 301.1 Agreed to support 'Keep Clear' markings in Blackthorns Close and Appledore Gardens and double yellow lines in Blackthorns Close
4/7/17	<p>Final Draft Report A 173 page report (data appendices added)</p>
27/6/17	<p>Planning & Traffic Committee Agenda Item 309 Traffic Survey</p> <ul style="list-style-type: none"> • 309.1 presentation by Consultant summarising position and preferred model for Traffic Light phasing included in latest report • 309.2 Full interim report available on website and intention to move towards producing final version. <i>"It would be important to achieve consensus from the community on any measures that go forward for actual implementation"</i> • 309.3 members sought full report before inputting • 309.4 a member of the public commented <i>"...been quite a long time already, in getting the project to this point."</i>
7/7/17	<p>Letter from Resident (NK) to Cllr Hodgson describing the study as seriously deficient and that the PC should be very concerned</p>
13/7/17	<p>Full Council Minutes Item 310 Questions/Comments from members of the public</p> <ul style="list-style-type: none"> • 310.1 Traffic Study - Mr. N. Kerslake stated that he had sent the Council a commentary on the Traffic Study Interim Report which he hoped all Members would read prior to the Planning and Traffic Committee's consideration of the Report at its full meeting on 8 August, as he considered it to be important that they understood the issues he had set out in his letter. <p>315 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • Traffic Study. The Parish Council's Traffic Consultant had given a brief report in person at the meeting held on 27 June and had provided printed copies. The next stage was for the Working Group to meet with the Consultant to go over the points in the full report and then report findings to the Planning and Traffic Committee which would make a firm proposal to Full Council in late summer/autumn. It was anticipated that there would be different ideas as to what traffic solutions would be desirable. <p>317 Finance & General Purposes Committee</p> <ul style="list-style-type: none"> • 317.2 Traffic Study / Traffic Calming New reserve £15,000.00
7/8/17	<p>Briefing Note by DPC setting out the background to the study and developments</p> <ul style="list-style-type: none"> • Based on unresolved issues following the Frank Graham Study, residents' representations, Lindfield Village Action Plan 2006 to obtain traffic data, highlight major areas of concern and possible solutions • References Sep 16 interim report and publicity through committee agendas and reports, Lindfield Life and annual reports • At Committee June 17, sought final report • Working Party 31 July agreed; solutions to be agreed and prioritised, consulted through Public Meetings, WSCC and Ward Councillor to be approached now the evidence base was available, consider S106 availability and PC contribution. Such being recommended for P&TC 8/8/17 <p>Notes that representations received that only P&TC no member of the public has had any opportunity to comment were unfair as it was always expected that the PC needed to complete its homework before material consultation was undertaken. Also refers to LPS criticism regarding the (lack of) a cost benefits analysis and that the views of three residents cannot be allowed to hold sway</p>
8/8/17	<p>Planning & Traffic Committee Agenda Item 319 Questions Comments from the Public</p> <ul style="list-style-type: none"> • 319.2 Traffic Survey – Mr Heath referring to his email; Mr Jesson referring to COBA re cost/benefit analysis, others querying limited remit. Responded that FC to consider, further that the consultation had been given <i>"...free reign as to what to concentrate</i>

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	<p><i>on...</i></p> <ul style="list-style-type: none"> • 319.3 Clerk to find out who was undertaking a traffic count on the Lewes Road <p>325 Traffic Study</p> <ul style="list-style-type: none"> • 325.1 Formally received and noted final report and recommended consideration by Full Council with a view to launch a public consultation • 325.2 Mrs Shortland queried the timeframe for future work - Chmⁿ advised after consideration by full council • 325.3 Mr Heath requested that a document circulated at the previous committee meeting be made available to the public on the PC website. The Chmⁿ advised that this was a summary of the traffic survey and Cllr Blunden advised that the PC will look into producing an information sheet that would summarise the actions taken so far. It was agreed that the Traffic Study would be considered at the next full council meeting
14/9/17	<p>Full Council Minutes Item 336 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 336.2 Traffic Study. The Clerk Designate reported that: <ul style="list-style-type: none"> ○ Richard Speller (WSSC) had been provided with a copy of the report. The report has also been made available to Councillor Andrew Lea. The Clerk, Clerk Designate, Deputy Clerk, & Richard Speller took part in a conference call on the 4 September: ○ It was explained that the Council would be looking for funding from multiple sources. The Council would need though to identify which projects we would like to develop further. S106 funding could be sought through a community highway application. The S106 funds would not necessarily cover the cost of the works. Whether the projects would qualify as sustainable transport solutions was also raised. It was suggested that if any new housing developments occurred within the Parish then they could be linked to implementation of traffic calming measures (Infrastructure Delivery Plan). ○ It was suggested that some of the works may require a Traffic Regulation Order. ○ Public expectation of what can be achieved and in what time needs to be carefully managed. S106 funded projects would have at least a two year lead in phase (1 year for design & 1 year implementation). ○ Richard Speller suggested that before recommendations are put to the public a meeting should take place involving representatives of the Parish Council, WSSC. The meeting would aim to review the report, look at what recommendations could be achieved and explore how these could be funded. Once this had been done then recommendations could be made available for public consultation ○ Councillor Snowling clarified that the process will involve a public exhibition as this would be very helpful for the community. It was stated that the Traffic Study report is very comprehensive and covers a number of emotive areas, such as Denman's Lane. The Chairman advised that public exhibition would explain how the Council has arrived at this position. This will include providing the briefing notes to the consultant, sources that the Council obtained information from such as; the Neighbourhood Plan, the Village Design Statement, the Village Plan, comments from public groups and individuals. It was NOTED that the intention is that this will proceed after meetings with the main stake holders. ○ It was NOTED that Councillor Andrew Lea declared a personal interest in Denman's Lane as he is a resident of The Glebe.
21/9/17	<p>Letter from Richard Speller to NK in response to letter 20/9/17 (not seen)</p> <ul style="list-style-type: none"> • Agreeing with NK's observations and stating "...(WSSC)...had no involvement in the preparation of the brief for this study and no funding...has been allocated to the projects identified." • Further that RS would liaise with LPC...will be assessed against WSSC priorities and resource availability
October 2017	<p>Lindfield Life Article</p> <p style="text-align: center;">TRAFFIC STUDY</p> <p>The Planning and Traffic Committee has formally received the report by Roger Harper of Creative Roads Ltd. The Parish Council commissioned Roger Harper to undertake a traffic study and produce a report to address a number of traffic related issues. The report, which is on the Parish Council's website, proposes future traffic management, pedestrian safety, and traffic calming measures throughout the area of the Parish of Lindfield. An interim version of the report was produced in September 2016 and published on our website. Having received the report the Parish Council's current intention is to enter into discussions with West Sussex County Council's</p>

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	Highways Authority and other key stake holders regarding the report and its findings prior to public consultation.
2/10/17	<p>Meeting Messrs Harper, Speller, Lea, Blunden, McLean & Funnell</p> <ul style="list-style-type: none"> • Cllr Lea keen to promote sustainable transport • Cllr Lea's backing required as no WSCC capital funding available, S106 and Council funding needed • Richard Speller explained WSCC's scoring system and that the (moderation) committee are extremely critical; evidence to justify a scheme is key
10/10/17	<p>Planning & Traffic Committee Agenda Item 347 Traffic Study to receive the latest update</p> <ul style="list-style-type: none"> • 347.1 – read out full report of meeting 2/10/18 (summarised above)
9/11/17	<p>Full Council Minutes Item 354 Questions Comments from the Public</p> <ul style="list-style-type: none"> • 354.1 A member of the public commented as follows in regard to the traffic study: <ul style="list-style-type: none"> ○ That the proposals are a series of wish lists ○ That the outlined proposals lack any computer modelling data as to their effect ○ That the consultation should be delayed <p>The Chairman NOTED the comments.</p> <p>359 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 359.2. The Committee Chairman NOTED the earlier comments from the member of the public but stated as a responsible Council it was important that the Traffic Study proposals be put to the public for consultation. <p>361 Finance & General Purposes Committee</p> <ul style="list-style-type: none"> • 361.4 From the P&T budget of £10,200, the sum of £2,272 had been spent
12/12/17	<p>Planning & Traffic Committee Agenda Item 404 To consider developments (if any) in respect of Lindfield Parish Council's Traffic Study Consultation planned for Saturday 13th January 2018</p> <ul style="list-style-type: none"> • 404.1 DPC advised that the Traffic Consultant supplying large scale drawings to assist public viewing, as well as display posters. The DPC was developing FAQs and resident's questionnaire <p>405 BUDGETARY MATTERS. PLANNING & TRAFFIC COMMITTEE BUDGET PROGRESS 2017/18: TO REVIEW PAYMENTS MADE TO 30TH NOVEMBER 2017</p> <ul style="list-style-type: none"> • 405.1 DPC advised that so far £2,271.88 spent of £10k budget in 2017 <p>406 Planning & Traffic Committee Budget for 2018/19: to consider and agree the Committee's budget for the next financial year (2018/19), and to make the appropriate recommendations to the Finance and General Purposes Committee (if possible), and to full Council accordingly.</p> <ul style="list-style-type: none"> • 406.1 expected expenditure on Traffic Study in current financial year £5,459.38 • 406.2/3 anticipated c£4.5k (includes £200 miscellaneous) for potential follow up work on the Traffic Study
Jan 2018	Materials Published on LPC website in anticipation of Consultation and remain there
9/1/18	<p>Planning & Traffic Committee Agenda Item 414 To consider developments (if any) in respect of Lindfield Parish Council's Traffic Study Consultation planned for Saturday 13th January 2018</p> <ul style="list-style-type: none"> • Chmn noted materials supplied to councillors in preparation for the consultation due later in the week
13/1/18	<p>Public Consultation in KEH</p> <ul style="list-style-type: none"> • A plethora of documentation as well as flyers through the doors of all residents, Lindfield Life Article and website publicity
25/1/18	<p>Full Council Minutes Item 372 Questions Comments from the Public</p> <ul style="list-style-type: none"> • 372.1 A member of the public commented ...Speed Indicator Devices - It was queried whether the village had a speeding problem and therefore whether purchasing two devices was necessary. <p>377 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 377.3 Chairman advised that the Traffic Study consultation open day had been a success with approximately 400 members of the public attending. The office had received approximately 135 completed forms so far. It was hoped that the public feedback continued to the closing date of the consultation. It was NOTED that it was

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	<p>too early to speculate on any result. It was also suggested members of the Committee could assist in the collating of the received forms.</p> <ul style="list-style-type: none"> • 377.4 The Chairman REPORTED that at the Traffic Study consultation open day it was apparent that many residents had concerns relating to the speed of traffic in the village. One potential way of monitoring this was the use of Speed Indicator Devices. The Chairman therefore supported the proposal to include Speed Indicator Devices in the budget for 2018/19. It was NOTED that Councillor Plass will present a paper to the Committee on the purchase and implementation of the devices. <p>379 Finance & General Purposes Committee</p> <ul style="list-style-type: none"> • 379.3 From the P&T budget of £10,200, the sum of £3,741.58 had been spent
30/1/18	<p>Planning & Traffic Committee Agenda Item 423 To consider developments (if any) in respect of Lindfield Parish Council's Traffic Study Consultation which runs 13th January to 10th February 2018</p> <ul style="list-style-type: none"> • DPC advised that the Parish Office continued to receive a flow of visitors and feedback forms.
20/2/18	<p>Planning & Traffic Committee Agenda Item 427 Questions/comments from members of the public</p> <ul style="list-style-type: none"> • 427.1 A member of the public commented in regard to the Traffic Study. It was suggested that every Committee member should review the data and not rely on two or three members to review. The Chairman NOTED the comments <p>431 To consider developments (if any) in respect of Lindfield Parish Council's Traffic Study Consultation which closed 10th February 2018</p> <ul style="list-style-type: none"> • 431.1 DPC collating and will work with external consultant. Once completed will be shared with Councillors and public <p>432 Budgetary Matters. Planning & Traffic Committee Budget Progress 2017/18:- To review payments made to 30th January 2018</p> <ul style="list-style-type: none"> • 432.1 £4,653.13 spend against budget £10k
13/3/18	<p>Planning & Traffic Committee Agenda Item 439 To consider developments (if any) in respect of Lindfield Parish Council's Traffic Study Consultation which CLOSED 10th February 2018</p> <ul style="list-style-type: none"> • 439.1 DPC advised collation ongoing
15/3/18	<p>Full Council Minutes Item 391 Questions Comments from the Public</p> <ul style="list-style-type: none"> • 391.1 A member of the public commented on ...Traffic Study - The approval of the Wates development will add 400-500 additional vehicle movements each day to the High Street. The Council Traffic Study needed to have considered how to reduce the volume of traffic in the village. <p>The Chairman NOTED the comments.</p> <p>396 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 396.3 Traffic Study. The Committee Chairman advised that the Deputy Parish Clerk was continuing to collate the data.
April 2018	<p>Lindfield Life Article</p> <p style="text-align: center;">TRAFFIC STUDY</p> <p>Thank you to all residents who took part in the Parish Council's Traffic Study. The data is currently being processed and results will be made public as soon as they are available.</p>
23/4/18	<p>Planning & Traffic Committee Agenda Item 449 Questions/comments from members of the public (Limited to a maximum of 15 minutes)</p> <ul style="list-style-type: none"> • 449.1 Mr Kerslake asked about ... Traffic Study... how the results were being presented to the Council's Traffic Consultant and hoped that this would not take the form of a 'beauty parade' based solely on votes. He considered that careful assessment of which works were most needed by the village, obtaining the views of the Traffic Consultant and early discussion with the Highways Authority was essential. • 449.2 Chmn pointed out that the Traffic Study was a separate Agenda Item <p>453 To consider developments in respect of Lindfield Parish Council's Traffic Study Consultation</p> <ul style="list-style-type: none"> • 453.1 DPC reported that the Public Consultation feedback had been collated and checked and would be published on the Council's website shortly. Further, that the results and associated comments had been shared with the Council's Traffic Consultant with a view to considering next steps. In considering Mr Kerslake's

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	<p>comments, the Deputy Parish Clerk advised that there had been no priority ranking indicated to the Consultant and that, in conjunction with the Consultant, consideration would be given to appropriate recommendations alongside liaison with appropriate stakeholders including West Sussex County Council as the highway owning authority. Such proposals would be brought before the Committee to consider the way forward.</p>
May 18	Public Consultation views published on LPC website and remain there
10/5/18	<p>Full Council Annual Meeting Item 430 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 430.1 Councillor Snowling reported that the Committee agreed at the last meeting to publish the data of the Traffic Study public consultation. Work continues on the Traffic Study. This will involve the Planning and Traffic Committee reporting to Full Council.
26/6/18	<p>Planning & Traffic Committee Agenda Item 476 To consider developments in respect of Lindfield Parish Council's Traffic Study Consultation</p> <ul style="list-style-type: none"> • 476.1 DPC advised that the Council's Traffic Consultant had produced summary comments which would be circulated to the Council's Working Group shortly to consider next steps. <p>478 To consider progress and next steps in respect of the proposed purchase of Speed Indicator Devices.</p> <ul style="list-style-type: none"> • 478.1 Councillor Plass summarised the paper noting that there were plenty of roads with speeding issues and that purchasing two SIDs at a cost of ~£2k each would allow such roads to be monitored by the devices at least twice a year. Further, that the devices would provide solid data to complement the Council's Traffic Study and that such data would distinguish between small and large (HGV) vehicles. Councillors Upton and Hersey agreed with the proposal and the Committee agreed to seek approval from Full Council. <p>479 Budgetary matters. Planning & Traffic Committee Budget progress 2018/19: to review payments made to 31 May 2018.</p> <ul style="list-style-type: none"> • 479.1 DPC advised that the Council's Traffic Consultant's invoice of £1,368.75 had been paid on 11 Jun and that the remaining budget £2,971 should prove sufficient to address any follow up work required in 2018
12/7/18	<p>Full Council Meeting Item 446 Planning & Traffic Committee</p> <ul style="list-style-type: none"> • 446.3 Update on Traffic Study: Councillor Snowling advised that the Council's Traffic Consultant had produced summary comments which would be circulated to the Council's Working Group shortly to consider next steps. • Councillor Blunden also NOTED that the Deputy Clerk had received an update regarding the movement of lorries in Lindfield High Street. The Chairmen NOTED that various villages in the county have issues with lorries, these included Storrington and Midhurst. Councillor Snowling queried whether the lorries were using guards to stop the spread of debris • 446.4 Speed Indicator Devices: Members considered a report that had been written by Councillor Plass about the proposed purchase of two speed indicator devices. This matter had been referred to Full Council from the P&TC meeting of 26 June. • It was AGREED to proceed with Committees recommendation and purchase two speed indicator devices. <p>447 Finance & General Purposes Committee</p> <ul style="list-style-type: none"> • 447.2 P&T New Reserve Speed Indicator Devices £6k
3/8/18	<p>Traffic Study Working Group Meeting attended by Cllrs Snowling, Richmond, Plass, Lea (WSCC/MSDC), Roger Harper (Traffic Consultant), Richard Speller (WSCC Highways) and Deputy Parish Clerk</p> <ul style="list-style-type: none"> ○ Agreed that it was important to present the study appropriately; undertaken to address concerns and has identified a number of potential changes but none that are likely to gain enough traction to undertake. Overall therefore a useful review and projects should remain under review to tie in with potential funding from developments or changes in funding / road usage / accident data. However, at this point there was no benefit in allocating further resources and funding by LPC at this time. ○ Post meeting update >£100k potentially available through S106 BUT schemes had to pass WSCC scoring ○ RS emphasised that road management was WSCC's responsibility and councils should direct residents views accordingly and not to take criticism locally. Further that early

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	<p>engagement might allow some schemes to be implemented through Planning rather than S106 process. <i>Subsequently established that MSDC run an Infrastructure Development Plan (IDP) where potential projects are stored and reviewed as developers approach. It seems that the threshold for delivering such projects is not as onerous as the WSCC S106 moderation panel.</i></p>
6/8/18	<p>Planning & Traffic Committee Agenda Item 489 To consider developments in respect of Lindfield Parish Council's Traffic Study Consultation</p> <ul style="list-style-type: none"> • 489.1 item brought forward in view of the number of members of the public attending for this purpose. DPC advised that a meeting had been held the previous Friday between the Council's Working Group and key stakeholders. The Working Group was looking further into the matters raised and a fuller update would be provided to the next P&TC meeting. The Chairman apologised to those who had attended this meeting and were expecting something more substantial at this time. <p>491 Questions/comments from members of the public (Limited to a maximum of 15 minutes).</p> <ul style="list-style-type: none"> • Mr Ronald Ledbury representing Blackthorns Community Association (BCA) expressed great concern at the traffic congestion and, on occasion, associated poor driving, at dropping off and picking up times outside Blackthorns School. He asked if the issue could be included in the scope of the Council's Traffic Study. In answer to a question from the Chairman, he confirmed that BCA were in discussion with Councillor Andrew Lea and West Sussex Highways Department. BCA was seeking a TRO under the Safer Schools Initiative with West Sussex Highways advising that any further restrictions should be tagged onto a larger (traffic) initiative. • Mr Geoff Heath, a resident of the High Street, asked what was being proposed under the Traffic Study and questioned the cost incurred to date. The Deputy Parish Clerk advised that he was aware a budget of £10k had been set originally but would investigate the exact figures involved. • County Councillor Andrew Lea ... advised that he would be attending the next P&TC to address Traffic Issues. <p>496 To consider progress and next steps in respect of the proposed purchase of Speed Indicator Devices.</p> <ul style="list-style-type: none"> • Councillor Plass advised ... costings had been obtained and that two devices would be ordered within the next fourteen days. That a site survey would be undertaken to ascertain suitable posts for use as fixing points and that WSCC had indicated that they may be able to assist with siting additional posts if needed and undertaking training for the Parish Council's operatives.
28/8/18	<p>Planning & Traffic Committee Agenda Item 506 To consider developments in respect of Lindfield Parish Council's Traffic Study Consultation</p> <ul style="list-style-type: none"> • 506.1 Neither the Deputy Clerk (annual leave), nor the Clerk (sickness absence) were available for the meeting. In the light of these circumstances, and the fact that a number of key Members could not be present, the Chairman had recommended that this item be deferred until the next full Committee meeting (or possibly to the next Council meeting). This was agreed by those present. <p>507 To consider progress and next steps in respect of the proposed purchase of Speed Indicator Devices (SIDs)</p> <ul style="list-style-type: none"> • 507.1 Chairman advised two devices ordered, and the Clerk was continuing with the mapping exercise in order to assess the most appropriate locations. West Sussex County Council (Highways) will erect poles (if necessary) for the devices to be attached to, and it was also anticipated that WSCC will also assist with training, in terms of operating the SIDs and retrieving data.
13/9/18	<p>Full Council Meeting</p> <ul style="list-style-type: none"> • The Chairman noted the attendance of several members of the public and asked if there were any particular item of interest to them. Upon establishing that they were expecting an update on the Council's Traffic Study, the Chairman apologised and informed them that this item was not on the agenda for tonight's meeting. The Deputy Clerk advised that this item was next expected to be discussed at Planning & Traffic Committee (Full) on Tuesday 30th October. Following this advice three members of the public left the meeting.

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Traffic Study Costs

- **Creative Roads** invoices total £12,419.01 (includes additional £750 for attending public consultation and preparing materials)
- **Telent Technology** - £840 in respect of traffic light phase modelling
- **Printing, Advertising, Hall Hire, Survey Monkey and Refreshments** for public consultation £518

Total £13,777.01

Frequently Asked Questions (FAQs)

1. Why was this study undertaken?

The Study was undertaken for a number of reasons:-

- primarily, in pursuit of the aims of the Lindfield and Lindfield Rural Neighbourhood Plan *“Both settlements are better connected to each other and to the wider area by dedicated cycle routes and improved local bus services”* and *“To encourage greater use of public transport, cycling and walking”*
- recognising the increased volume of traffic, housing development and wider area road developments including the Haywards Heath relief road
- following up on calming measures undertaken following the WSCC / Frank Graham Study in 1996 and subsequent measures undertaken

2. What brief was given to the consultant?

The consultant was asked to review nine locations, reflecting the locations of previous traffic calming measures alongside locations where concerns had been voiced by residents, and to consider these in the light of the aims contained in the Lindfield and Lindfield Rural Village Plan.

3. How was the consultant selected?

A number of potential firms were asked to quote and three provided detailed quotes. The Council's Planning & Traffic Committee reviewed those quotes and the selected firm was chosen as it appeared to represent appropriate value for money against the proposed brief.

4. Why were the nine sites chosen?

See FAQ 2.

5. Why has a 20 mph speed limit through Lindfield not been considered?

As mentioned in the Traffic Study, this option was considered however the level of additional signage likely to be required to make such a measure effective was considered to be visually intrusive and consequently inappropriate for Lindfield and its village setting.

6. Can other sites or schemes be considered?

At this time the nine sites detailed are being addressed as the highest priority. Other sites may be appropriate for consideration in due course having regard to likely support and further Traffic Studies to consider potential solutions and costs.

7. What are the next steps?

Following the Public Consultation, the Council will consider the level of support for the nine sites and will discuss further with West Sussex County Council (WSCC) as the highway authority. Funding is potentially available from contributions provided through Planning Agreements as part of local developments. Other possible sources will be discussed with WSCC Highways.

8. How is resident's feedback being collected and addressed?

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Feedback will be sought through a survey form to be launched on the 13th January 2018 Public Consultation day and until closure of the consultation period on 10th February 2018. The form will also be available from the Parish Office and on the Council's website during the consultation period. In order to effectively manage the anticipated level of feedback no other methods of feedback will be incorporated in the post consultation analysis.

9. Does the 1-9 listing of the proposed sites for improvement shown on the Consultation notice reflect a priority order?

No. It was simply a method of presenting the notice; the survey lists sites alphabetically.

10. How will works be funded?

See FAQ 7.

11. Traffic Lights and mini roundabouts are often felt to be more appropriate in an urban or larger town setting than in Lindfield's High Street area, yet the High Street / Lewes Road solution proposes traffic lights.

The proposed traffic signals for High Street/ Lewes Road was one of a number of different possible options taken forward to help pedestrians, cyclists and traffic safely negotiate this junction. The visual impact of the signing for any junction control can be minimised through careful detailed design, but should not be the sole factor. Other factors will include the impact on traffic movement, constraints from site features and layout, collision history and cost. At present feedback is sought on this option before it is progressed.

12. A traffic light controlled pedestrian crossing would make crossing the road easier and safer

This comment has been made relating to a variety of different locations. There are a number of different crossing facilities that can help pedestrians cross the road and assist journeys on foot. These can include both informal (such as a refuge island or dropped kerbs) and formal signal crossings (such as zebra or puffin crossings). The decision to provide a formal crossing is based on a range of factors such as pedestrian demand, vehicle flow and speed, width of carriageway, approach visibility, impact on parking and existing driveways, collision history, cost and public opinion.

As with FAQ 11, alongside potential safety benefits, the balance between maintaining Lindfield's Village feel against additional signage, lighting and related sounders requires careful consideration. At the present time, only the nine sites/schemes detailed are being considered in the consultation.

13. How will the final decision be made on works selected?

Decisions will be made reflecting the support for and against each proposal. Following that analysis, it may be that more detailed work is required alongside WSCC's support and the availability of funding, to determine which, if any, proposals are implemented.

14. Will the most popular proposals be implemented first?

See FAQ 13 – there are a number of factors at play and implementation will be affected accordingly.

15. Will responses to the consultation be published?

Personal details will not be published however the level of support for each site will be published following the consultation period.

16. Why are personal details required on the feedback form

The Council seeks to obtain feedback from Lindfield residents and these details are sought with a view to underpinning that approach.