

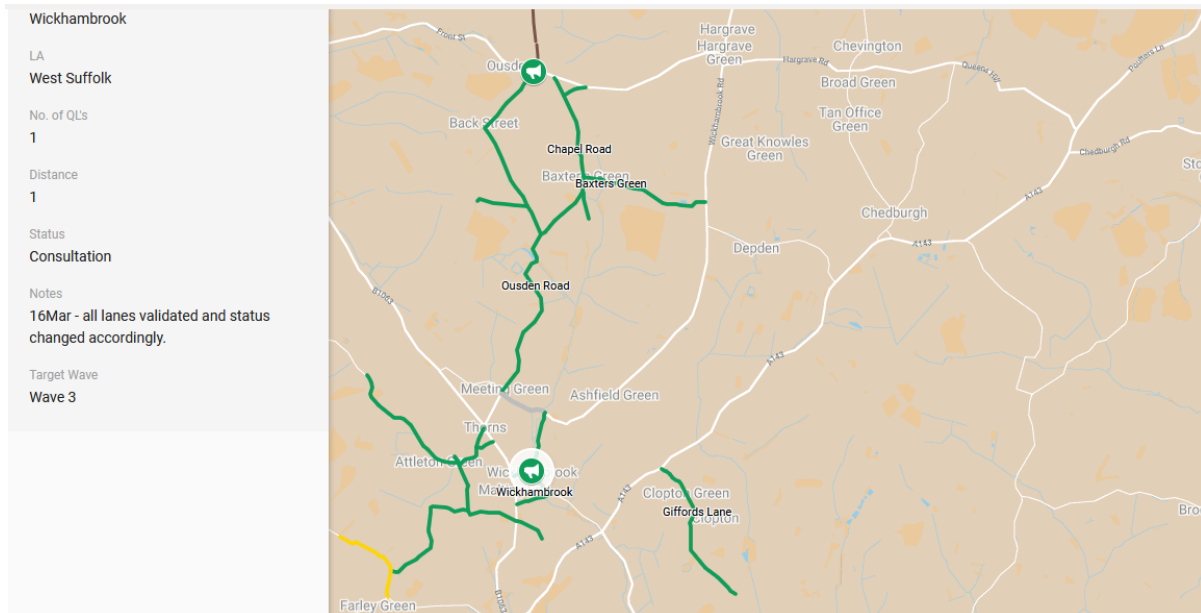
Nominating Quiet Lanes in Wickhambrook

Quiet Lanes are roads where walkers, horse riders, cyclists and motorised vehicles all have equal rights. Motorists are not discouraged but they must expect and respect all other road users. The Scheme aims to lead to increased safety for all and enhanced tranquillity of country lanes. The designation is nationally recognised and is controlled by Suffolk Highways.

Roads nominated must be single track, with no road markings or footpaths, with less than 1000 vehicles per day. Cowlinge, Denston, Ousden and Lidgate have all registered with the Scheme and most have selected their 'quiet roads'.

Wickhambrook Parish Council has registered an interest in nominating Quiet Lanes in. At its February 2021 meeting (Min. 21.02.16 refers), the parish council agreed to submit nominations initially on the basis of report WPC.21.02.06 with the following amendment:

- The addition of the C7035, from the edge of the settled area to Boyden End (by the location of the VAS pole (this is not currently showing on the County QLS map)



The section of road from Meeting Green to Coltsfoot Green has not been accepted as a proposed Quiet Lane.

A timescale for completed actions is attached as Appendix B.

There is some financial assistance from SCC Highways, which to date has been identified as:

- Funding for two road surveys
- Payment for press notice (£2000)
- Template documents for Parish
- Signage funding up to £500

And the parish would need to provide:

- A lead contact co-ordinator (in place)
- The advertising and holding of a public consultation meeting (which could form part of the public session of a scheduled parish council meeting).
- Any additional signage costs above £500 and/or £50.00 per route identified

Based on a conversation with the Team at Quiet Lanes, they have suggested that the parish submit as many lanes as it would ideally like nominated for consideration. At present, the QLS budget is underspent, so the nominal contributions for parish nominated lanes could be greater. Furthermore, QLS has been making use of public traffic data, which has substantially reduced the requirement for full surveys in many instances. For these reasons, the suggestions submitted at the last meeting, together with the remaining C & U roads in the parish have been identified in the plans attached as Appendix C. These have been added into the Quiet Lanes workbook to calculate likely costs.

Once Quiet Lanes have checked the nominated lanes against traffic data and liaised with the SCC highways engineers, some lanes may be taken out as not feasible. The parish council would then be able to make a final decision on any remaining lanes it would want to take forwards, with a clear anticipation of costs.

The timescales are tight, and to proceed on even a limited number of routes is likely to take considerable time for the clerk and lead volunteer. Additional support from councillors (for example, delivery of leaflets and notices, and identifying and evaluating sign posts (with Roger Medley) is requested.

Recommendation:

Wickhambrook Parish Council authorise the following costs associated with Quiet Lanes:

- i. Not more than £150.00 for the production of leaflets advising the proposed Quiet Lanes and date of public meeting**
- ii. £50.00 per route to be designated as a quiet lane (maximum eight routes)**

Appendix A

The process for nominating Quiet Lanes is summarised below:

1. Suffolk Highways will survey these proposals.
2. Suffolk Highways will confirm (or otherwise) that the possibilities are suitable.
3. Parish - Initial public consultation in the Parish to cover all residents (Leaflet drop is suggested – this would be likely to cost not more than £150.00 dependant on the size of the leaflet and weight of paper)
4. Parish & Highways to publish formal legal proposal notice in the press (£400 plus VAT).
5. Parish - Formal notice issued to all residents and businesses directly affected by lane (and other official bodies)
6. Parish - Legal notices displayed in relevant areas.
7. Parish - Open public (or virtual) meeting in parish within 21 days (room hire).
8. Parish – Any written objections collated and minutes of public meeting sent to Suffolk Highways for consideration and response.
9. Parish to receive Suffolk Highways approval (or otherwise)
10. Approval. Suffolk Highways visit sites and suggest signage. Suffolk Highways install signs at entrance/exit.

QLS – Timetable for completion of actions for Parishes

| Action by Parishes | Timescale | Documents |
|---|--|--|
| Complete initial public consultation with parish and log email comments received | Wave 3 - by 09/07/2021 | Parish Briefing letter examples - A5 & A4 Presentation Correspondence Log template |
| Complete signage costs spreadsheet | Initial first draft with indication of likely posts/signs required to be emailed to QLS by 31 January 2021 for QLS to calculate overall signage costings for county. Final draft – Wave 1 – by 01/02/2021 Wave 2 – by 03/05/2021 Wave 3 – by 02/08/2021 | Signage Costing Workbook - latest version 5f has been emailed out to all lead volunteers. See our How to guide on how to complete it. Please email QLS if you require another copy or need further help. |
| Hold remote public open meeting (either by extraordinary meeting or part of the public session of a PC meeting) and record minutes showing decision to proceed by PC (to be forwarded to QLS with final draft of spreadsheet – see above) | Wave 3 – by 30/07/2021 | Public meeting notice |
| Print and distribute formal 'notice to designate' PROVIDED BY QLS to all occupiers of premises on the proposed lanes and business users. Display Designation Notice in lanes (like a planning notice) and in parish and on PC website. | Wave 3 - on 23/08/2021 | Designation notice + Parish Letter + maps provided in pdf format for each parish. See example for Phase 1 parishes. QLS will arrange notification to required 'statutory consultees' SCC will arrange publication of notice in local newspaper |
| Decision notice to be displayed locally | TBC | TBC |

