

**Minutes of the Meeting of the Local Cycling and Walking Infrastructure Plan  
Working Group, 6<sup>th</sup> April 2022, 9am on Zoom**

Cllr J Saunders (Chair)	Cllr C Cavanagh	Chris Wright
Adrian Oliver	Katie Cullen	Alastair Gould
Adrian Berendt	Natalie Earl	Miranda Palmer
Cllr B J Martin	Cllr E Thomas	

In attendance:

Adrienne Begent (Deputy Town Clerk)

	Adrian Oliver introduced himself as the new Active Travel Coordinator at SBC. Part of his role would be creating a LCWIP for the whole of the Borough and promoting cycling and walking activities.	
1.	<b>Apologies for absence</b> Apologies were received from Ben Coleman, Tim Stonor and Cllr A Reynolds	
2.	<b>Declarations of Interest</b> No Declarations.	
3.	<b>To approve the minutes of 5<sup>th</sup> January</b> The minutes were proposed by Cllr Saunders and on being put to the meeting, it was <b>AGREED</b> to approve the minutes of the previous meeting.	
4.	<b>Matters Arising</b> Minute 6 – NE confirmed an initial conversation had taken place with GIS officers at SBC who had offered support producing maps for the Town to Parishes project.	
5.	<b>Consultation on LCWIP</b> JS confirmed that the LCWIP had been approved by Town Council on 7 <sup>th</sup> February. It had since been signed off by Swale Joint Transportation Board (JTB) and the Swale Cabinet.  MP confirmed that if KCC members had been on the JTB it would not need to go to KCC Cabinet. ET commented that it would helpful to receive written confirmation of KCCs acceptance of the LCWIP.	

	<p><b>ACTION:</b> JTB Minutes to be sent to MP who would secure confirmation</p> <p>JS confirmed that from May the Town Council committee structure would change. There would be a new committee 'Active Travel', with the remit of 20's plenty, HIP and LCWIP. This group would be a sub group of the Active Travel Committee.</p> <p>JS had drafted a report on the Consultation Process for the LCWIP which had been circulated prior to the meeting. An online consultation would run from end of May until end of August, supported by an exhibition in 12 Market Place, as part of a larger Neighbourhood Plan exhibition. The plan would be revised in the autumn to reflect consultation responses.</p> <p>Potential consultation themes are:</p> <ul style="list-style-type: none"> <li>● Equality: does the plan meet the needs of all groups</li> <li>● Levelling up: will it ensure a good level of provision across the town</li> <li>● Gaps: are there obvious improvements supported by residents or proposed by developers that have been missed out of the plan</li> <li>● Prioritisation: Have we identified the right priorities for deciding in what order things should be done</li> <li>● Connectivity: what can we do to make it easier to cycle and walk to neighbouring villages and towns.</li> </ul> <p>AG suggested that Critical Junctions be considered as a theme.</p> <p>AB commented that consideration should be given to whether a respondent is a leisure or utility cyclist.</p> <p>CW stressed the importance of the plan being implemented through schools, there needs to be culture change.</p> <p>MP said that KCC ran the Youth Travel Ambassador Programme and Small Steps Scheme which could be useful for promoting the plan in schools</p> <p>AO added that Bike ability in Faversham was run by Hot Chilli Cycles. Individual schools ran the scheme, though KCC would have details. 57 schools in swale have travel plans and he will share the ones for schools on Faversham.</p> <p>Consideration was given to monitoring and evaluation.</p> <p>MP confirmed that KCC had some data on cycling and walking which could be used for pre plan data.</p> <p>KC reiterated that there was data from the audit undertaken prior to 20's plenty implementation. Mobile walking and cycling monitors are available.</p>	ET
6.	<p><b>Critical Junctions</b></p> <p>It was noted that the Neighbourhood Plan Steering Group had received a proposal from PJA to undertake a study on critical junctions.</p>	

	<p>MP commented that work would need to be in line with KCC initiatives and that effective liaison with KCC and SBC on critical junctions would be vital.</p> <p>No decision was made concerning the request from the NHP SG requesting a contribution to the PJA proposal.</p>	
<p>7.</p>	<p><b>Parish to Towns Project</b></p> <p>AB had drafted a paper on the Parish to Towns Project which had been circulated prior to the meeting.</p> <p>There are two stages. For stage 1 AB had spoken to most of the parishes, and would be contacting the remaining ones.</p> <p>Similar problems were being reported, high volumes of traffic, including large vehicles, moving too fast which made it difficult for walkers, cyclists and horse riders to use rural lanes.</p> <p>AB briefly described the issues in Teynham, Boughton and Sheldwich.</p> <p>AB shared his draft document showing some of the routes. Consideration was being given to ‘Lost Ways’ – historic rights of way which are not on the KCC definitive map (though there maybe good reasons).</p> <p>ET Welcomed the report and commented that it was important to keep the parishes interested and involved. The parishes should be encouraged to completed HIPs and set up Active Travel Committees. Parishes joining together maybe able to engage PJA and in turn apply for funding. Rich Lehmann would be a good contact for encouraging the parishes.</p> <p>AG details are needed on how many commute via other means on journeys that could be converted to bike.</p> <p>AB confirmed data is available from PJA in the LCWIP. Further data was help in the Propensity to Cycle Tool, though this data was from 2011.</p> <p>AB had highlighted obsolete signage.</p> <p>MP asked for legacy signs to be reported to KCC. Requests for new appropriate signs should be also be submitted, but these requests would be dependent on sufficient fundings.</p> <p>NE commented that every business planning application had to be supported by an active travel plan.</p>	
<p>8.</p>	<p><b>Date of Next Meeting</b></p> <p>The next meeting would be held on Wednesday 1<sup>st</sup> June at 9.00am.</p> <p>CW asked implementation/consultation with schools to be an agenda item</p>	