

Action	Description	Status	Contact Officer
ACTION 1 (26.06.08)	<i>SEV 29 – Riverside, Eynsford</i> –The Officers informed the Board that end of October a sign will be installed.	Completed	Aziz Jiwaji 08458 247800
ACTION 2 (26.06.08)	<i>Traffic Signal- Riverhead Infant School</i> – Kent Highways Services (KHS) reported back to the Board that the relevant authorities had deemed that the traffic signals were not faulty and changing the traffic signal patterns would have too much of an impact on the traffic flow on the A25. It was agreed at the meeting (07.10.2008) that KHS would investigate changing the traffic signals only during the start and end of the school day.	Completed	Aziz Jiwaji 08458 247800
ACTION 3 (26.06.08)	<i>BRAKES Petition – Chart Lane, Brasted</i> – Reference was made to the level of use of Chart Lane by large goods vehicles, which made passing manoeuvres by other vehicles a hazardous operation. KHS to investigate the matter further, including the possibility of restricting lorries to access only and report on progress to the September meeting of the Board.	Signage orders issued to Ringway's (16/02/08), awaiting update on installation date	Aziz Jiwaji 08458 247800
ACTION 4 (26.06.08)	<i>A25 Route Safety Study</i> – Subject to any legal/technical difficulties being resolved, the action or works outlined in the report arising from the proposed investigations plus the suggested speed indicator device be evaluated and prioritised in the context of other schemes and funded from the Local Transport Plan. Issues regarding general maintenance to be passed to the appropriate KHS team to be progressed. Awaiting final draft of report which should not cause any delays in	Action noted by KHS	Aziz Jiwaji 08458 247800

	action being taken (07.10.08).		
ACTION 5 (26.06.08)	That a “Not suitable for heavy vehicles” sign be erected at Five Fields Lane and that appropriate road markings be provided at Four Elms Crossroads to reinforce the “Stop” signs, Signs are being manufactured. See Action 17	Completed	Aziz Jiwaji 08458 247800
ACTION 7 (26.06.08)	<i>Road Safety Measures, Seal Hollow Road, Sevenoaks</i> – That SDC be requested to consider cutting back the hedge along the amenity land to improve visibility when approaching the area from the north.		Aziz Jiwaji 08458 247800
ACTION 8 (26.06.08)	<i>Road Safety Measures, Seal Hollow Road, Sevenoaks</i> – KHS Officer to bring forward a range of options to the next meeting of the Board based on the comments made.	Completed	Aziz Jiwaji 08458 247800
ACTION 9 (26.06.08)	<i>Parish Spreadsheets</i> – Cllr. Dibsall enquired when the proposals to install additional dropped kerbs for school wheelchair users previously agreed were likely to commence as he understood they were to be completed in 2008. The Officers stated that they would be added to the list for completion this year and incorporated as part of the existing contract. KHS Officer to incorporate the item as part of the existing contract for completion this year.	Completed	ACTION 9 (26.06.08)
ACTION 10 (07.10.08)	Kent Highway Services to investigate and instigate changing traffic signal patterns at the start and end of the school day.	Completed	Aziz Jiwaji 08458 247800
ACTION 11 (07.10.08)	Kent Highway Services to investigate and instigate rumble strips and signs in Seal Hollow Road.	Safety report on Seal Road submitted to December	Aziz Jiwaji 08458 247800

		meeting (16.12.08)	
ACTION 12 (07.10.08)	The Chair to contact Mr. Ferrin, Cabinet Member for Environment, Highways and Waste to highlight the length of time it took to progress the speed review process in Sevenoaks District Council.	Completed, no response	Cllr. Mr. Brazier
ACTION 13 (07.10.08)	Kent Highway Services to investigate and instigate safety measures that could be implemented short-term.	Completed	Aziz Jiwaji 08458 247800
ACTION 14 (07.10.08)	The Head of Environmental and Operational Services to submit a progress report to the next meeting of the Board regarding the Swanley and Sevenoaks parking review.	Completed	Richard Wilson Ext. 7262
ACTION 15 (16.12.08)	The Local Transport and Development Manager for KHS to investigate and instigate funds for a 30- sign saying slow between Riverhead Infant School and Riverhead Square.		Alan Ash 08458 247800
ACTION 16 (16.12.08)	The Local Transport and Development Manager for KHS to email Members the interactive sign procedures.	Completed, sent 18.12.08	Alan Ash 08458 247800
ACTION 17 (16.12.08)	Four Elms Road (Action 5); Community Operations Manager for KHS to update the Chair, Cllr. Mrs. Davison, Mr. Lake and Mr. Parry on the installation of road safety measures.		David Aspinall
ACTION 18 (16.12.08)	Mr. Chard to contact the Sevenoaks Chronicle with a brief description of works to be undertaken in Seal Hollow Road.		Mr. Chard
ACTION 19 (16.12.08)	The Senior Engineer, SDC to give an update of displacement parking in Westerham at a future meeting.		Andy Bracey
ACTION 20	County Cllr. Mr. Parry to be the designated Member for		

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(16.12.08)	overseeing the monitoring of displacement parking.		
ACTION 21 (16.12.08)	Officers will load future minutes of the Parking Review Group on to the Sevenoaks District Council's cmis and an email notification alerting Members will be sent.	Completed (19.12.08)	Wiebke Arnolds
ACTION 22 (16.12.08)	Officers to respond to Mr. Burgess' letter and to update Members at next meeting	Completed (14.01.09)	Alan Ash