

WESTERHAM TOWN COUNCIL

Minutes of the Highways and Lighting Committee held on
Monday 10th November 2025 at 7.00 pm at Russell House,
Market Square, Westerham

Present: Councillors: Mr M Bortolozzo - Chair (MB)
Mrs L Bird (LB)
Mr I Breminer (IB)
Mr N Proudfoot (NP)
Mr K Thompson (KT)

In attendance: Asst Clerk: Mrs J O'Sullivan (JO)

Item		Action
1.	<u>Apologies for Absence</u> None.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting held on 22nd September 2025</u> Were approved at the Council meeting on 6 th October 2025.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> Cllr Proudfoot asked if there had been any feedback from KCC regarding erosion on the Greensand Way. The Assistant Clerk had reported to KCC but there had been no update to date.	
5.	<u>Highways</u> 5.1 Community Speedwatch Campaign – Six Speedwatch sessions had taken place: three in Hosey Hill, two in Westerham and one in Crockham Hill. At Hosey Hill, over three sessions, 20% of vehicles were recorded 35+mph and nine over 45mph. In Westerham: in London Road 6% of vehicles were recorded 35+mph with a top speed of 43mph; and in Croydon Road almost 40% of vehicles were recorded 25+mph with four over 35mph (in 20mph limit). In Crockham Hill 8% of passing vehicles were over 35mph with a top speed of 42mph. The Assistant Clerk reported that the Police, subject to other commitments, would be carrying out some education/enforcement in the 20mph areas (Croydon Road/London Road) later in the month.	

	5.2 Kent Police Speed Checks – Kent Police reported the following visits from the mobile unit (sited at junction of Hosey Hill and French Street, all visits 1hr 20 mins): September 2025: 3 visits – 15 offences. October 2025: 3 visits – 27 offences (provisional figures). 5.3 Highways Improvement Plan (HiP) 2025/2026 - The Committee noted the updates to the HiP, and highlighted: • <i>Westerham Hill/Pilgrims Way</i> – Cllr Bortolozzo and the Assistant Clerk had met with the local business at the Velo Barn. KCC Engineer had revisited the site in early November, and an update would be provided. The Assistant Clerk would consolidate the requests made to KCC and contact again / request to meet with the Engineer. In addition, the Chair would investigate whether it would be appropriate to attend the Joint Transportation Board. • <i>London Road</i> – ATC strips had been installed on 10.11.25 in the 20mph stretch and 30mph stretch of the road. These would be in place for 7 days and results were expected in December. The Chair had re-installed the 20mph banner at Mill Water and a new 30mph banner on London Road towards town. • <i>Westerham 20mph improvements (Croydon Road)</i> – The project had been completed and the Committee agreed to remove from the HiP. • <i>Extension of 20mph in Westerham</i> – Given the number of issues currently on the HiP the Committee agreed to remove this item until a later date, and when a specific area had been identified for expansion of 20mph limit. • <i>Croydon Road (Marlborough Court)</i> – KCC had completed vehicle tracking and feedback on the design was expected. • <i>Main Road/Church Road, Crockham Hill</i> – KCC had confirmed that the '20mph advisory signs' on the school signs on Main Road. could go ahead. KCC stated there would be no funding until after April 2026 so the scheme would need to wait until next financial year. • <i>Goodley Stock Road</i> - KCC were investigating installation of ATC strips on road (required KCC asset to be attached to). • <i>Vicarage Hill</i> – KCC would not install dragon's teeth due to the maintenance burden as they would wear quickly. The Committee decided to remove this item from the HiP given that all options had currently been exhausted. • <i>Pootings</i> – The project had been completed and despite requests from residents for amendments to the scheme KCC advised that there would be no further work in the area at this time. The Committee agreed to remove from the HiP. The Committee discussed the prioritisation of items on the HiP and agreed on a revised ordering.	JO MB
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	5.4 To consider parking issue on A25 (near Verralls Corner) – A resident had been in touch regarding cars/vans that are persistently parked on the A25 (outside 46 High Street), close to the bend at Verralls Corner heading into Westerham. The vehicles parked facing towards the traffic and vehicles in that direction were forced into the middle of the road to pass. The Committee noted that The Highway Code rule 239 stated that a vehicle should not be parked facing the traffic flow. The resident had asked if the double yellow lines could be extended towards the corner. The Assistant Clerk reported that a previous approach to KCC (in 2020) had not been successful as they did not believe they were necessary. The issue would need to be added to the HiP and an informal consultation would then be required. If this was supportive then a Traffic Regulation Order of £3,125 would be required with the installation of lines costing from £800 (would increase as traffic control required). The Assistant Clerk had also contacted local police officers for advice but unfortunately, they were not able to assist given that the vehicle was legally parked. Following discussion, the Committee agreed not to add to the HiP but asked whether the owners of the vehicle could be identified. The Assistant Clerk would investigate. 5.5 Update on proposed bus shelter (by Crown Building, London Road) – An application had been submitted to KCC's Parish Bus Shelter Grant for a bus shelter at London Road (towards Biggin Hill). This offered up to 50% funding (maximum value £4,000) for the cost of a new or replacement bus shelter. Contractor 1 had been selected, and the Committee approved the remaining cost of £4,326.94 if the grant was successful. No reduction in cost had been possible if the end panels were omitted, and they would compromise the structure anyway. Successful applicants would be notified by 12th December 2025. Work to install the shelter must be completed by 31st May and KCC would make payment by 31st July 2025. The Assistant Clerk would contact Contractor 1 to confirm that they would be able to complete the work in the required timeframe. 5.6 Update on additional bike rack(s) in Westerham – A quote had been received to install a bike rack by Costa in Westerham. The recommendation was for a steel construction of stability and reliability; a timber frame was not recommended as it would wear quickly and require fitting into the paving. The quote, which included moving the planter that was currently sited there to a nearby position, was as follows: • Standard 3m rail – £300 +VAT • Heavy-duty brackets (fixed to block paving, including all support legs) – £225 + VAT • Laser-cut infill panel (optional) – £91.67 + VAT each. As the site was in the Conservation Area it was likely that planning permission would be required and the Assistant Clerk would investigate.	JO JO
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	In addition, a license would be required from KCC Streetworks and an initial enquiry had suggested that this would cost around £400. The Assistant Clerk reported that she had received an email of support on behalf of Westerham Traders for the installation of the bike rack. The Committee approved the proposal and associated costs, subject to the planning permission requirements. The Assistant Clerk to confirm whether additional quotes from suitable suppliers were required. 5.7 Update on changing Hosey Hill streetlight from part-light to all-night – The Assistant Clerk had contacted one of the Hosey Hill Speedwatch volunteers who carried out an informal survey of residents who were active on their WhatsApp group to ask if they would support the streetlights being on all night. From 74 members 31 voted (42%) as follows: • 24 voted yes – with 8 of those being houses that were directly near a streetlight; • 7 voted no – those in six houses that were directly near a streetlight. Following discussion, the Committee agreed that given that the proposal was not universally supported they would not proceed with keeping the streetlights on all night. Following a further daytime cyclist fatality on Hosey Hill the Assistant Clerk would inform both KCC and Kent Speedwatch and ask for advice e.g. revised signage.	JO JO
6.	<u>Street Lighting</u> 6.1 Repairs and responses – The following repairs / work had been undertaken: • Replacement lantern, Column 147, Vicarage Hill (£1,395 +VAT) – as approved 22.9.25. • Column 60, Rysted Lane - replaced bracket and painted (£415 + VAT) – as approved 22.9.25. • Completed all Category 2 remedial works (£1,700 + VAT) – as approved 22.9.25. It was noted that the invoice for the second payment of the street lighting maintenance contract had been received. 6.2 To approve costs to replace streetlight column at High Street / New Street - At the meeting on 22nd September the Committee approved the costs associated with the replacement of Category 1 streetlight repairs, subject to the UKPN quote. The UKPN quote for Column 9, High Street/New Street had been received and totalled £5,279 + VAT, comprising the following items: • Same day disconnection/reconnection of electricity supply - £1,691 • Requirement to dig, joint, reinstate on same day - £440	

12.	<u>Correspondence</u> None.	
13.	<u>Reports from Councillors</u> Cllr Proudfoot had noted a veteran oak tree on the path between Farley Common. This had been reported to KCC for investigation. Cllr Proudfoot had recently visited the Velo Barn and reported that they had seen an increase in off road / mountain biking. Cllr Bird informed the Committee that she had reported a series of potholes on Westways. Cllr Breminer reported that an HGV had caused damage to the verge on the open space at Granville Road. The Assistant Clerk would forward details to the Deputy Clerk to raise at the next OSA Committee meeting. Cllr Breminer had spoken to the Deputy Clerk at Otford PC about their 20mph scheme. They reported that it had taken a significant amount of time and funding, plus there had been public opposition to the speed bumps. Cllr Bortolozzo reported that he had attended KCC's Highways and Transportation Parish Seminar. This included information on road safety and suggested that the local schools might be interested in requesting a visit from the KCC road safety team.	
14.	<u>TN16, Edenbridge Magazine, Website, Social Media and Crockham Hill Newsletter</u> None.	
15.	<u>Matters for District and County Councillors</u> The Assistant Clerk had circulated the HiP to Cllr Williams at KCC and would send an updated copy to him. Cllr Bortolozzo would continue to try to contact Cllrs Roy and Robinson regarding Highways matters.	JO MB
16.	<u>Further matters for consideration at the next meeting</u> None.	
17.	<u>Date of next meeting</u> Monday 2 nd February 2026.	

The meeting was concluded at 8.50pm
Minutes confirmed as a correct record: Chair