

WESTERHAM TOWN COUNCIL

Minutes of the Highways and Lighting Committee held on
Monday 21st September 2026 at 7.00 pm at Russell House,
Market Square, Westerham

Present: Councillors: Mr M Bortolozzo – Chair (MB)
 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> Apologies were received and approved from Cllr Bird – business commitment.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting held on 22nd June 2026</u> Were approved at the Council meeting on 13 th July 2026.	
4.	<u>Information items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> Item 4 – Cllr Proudfoot asked for an update regarding the overhanging vegetation from the cottages on the High Street close to Wells Place. The Assistant Clerk had been in touch with the letting agency and ascertained that the vegetation was not associated with their property. The issue had been reported to KCC. The Assistant Clerk would follow up. Item 5.5 – Cllr Proudfoot queried the motorhome on Flyers Way. The Assistant Clerk informed the Committee that SDC, the Police and Social Services were aware and because there were no parking restrictions nothing further could be done. Item 5.6 – Market Square pavement issues had been assigned to KCC Footway Asset Team. The Committee were advised that there were no current maintenance defects associated with the blocks; however, KCC would be exploring other options.	JO

5.	Highways	
5.1	Community Speedwatch Campaign – Since the last H&L meeting four Speedwatch sessions had taken place in Westerham and one in Crockham Hill. In Westerham, a top speed of 36mph had been recorded in Croydon Road where the speed limit was 30mph. At the Hosey Hill sessions around 30% of vehicles were recorded over 35mph (top speed 45mph). At Crockham Hill around 4% of passing vehicles were over 35mph (top speed 43mph). A new site had been identified for use on Main Road, Crockham Hill (Smiths Lane/Deanery Road – traffic heading north). Cllr Breminer informed the Committee that the Police had carried out speed enforcement checks in the area, including Croydon Road, on Friday 18th September. Cllr Bortolozzo expressed disappointment that WTC had not been advised that they would be carrying out speed enforcement.	
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): • June 2026: 2 visits – 18 offences • July 2026: 2 visits – 10 offences • August 2026: 3 visits – 20 offences	
5.3	Highways Improvement Plan (HiP) 2025/2026 – The Committee noted the following updates: • <i>Westerham Hill/Pilgrims Way</i> – The 40mph signage had been installed. Cllr Bortolozzo had spoken to the contractors, and further roundels were due to be installed. Once all signage had been completed feedback would be sent to KCC as necessary. The Assistant Clerk had been copied into correspondence from a resident regarding a request to extend the 30mph speed limit from LB Bromley boundary into Kent from Westerham Heights. KCC had suggested contact be made with WTC so that the issue could be considered for inclusion on the HiP, but no contact had been by the resident. Cllr Proudfoot asked whether a footpath could be installed at the top of Westerham Hill. This had been discussed at the last meeting (item 4; 22.6.26) and KCC had responded to say that there was insufficient land to accommodate a footpath to the required standards. • <i>London Road</i> – KCC had completed their investigations and concluded that they would not support the introduction of physical traffic calming measures. They would support increased signage in the 20mph section and design/costings would be prepared. Cllr Williams had met with London Road residents and Cllr Bortolozzo / Assistant Clerk would arrange to meet with him.	JO MB/JO

5.4	• <i>Croydon Road</i> – KCC would provide design and pricing (20mph section and gateways). To review parking survey at Costells Meadow & agree recommendation – The Assistant Clerk provided an update on the results of the parking survey circulated to residents in Costells Meadow and Market Way. A total of 20 responses were received and one email with comments. In summary: • 90% of respondents were in favour of introducing double yellow lines in Costells Meadow. • Double yellow lines less favoured for the entirety of Market Way due to limited off-road parking for residents who live there (No - 55%); however, there was support for double yellow lines to extend around the corners from Costells Meadow into Market Way. • 70% of respondents were against the introduction of permit parking. Following discussion, the Committee agreed that the proposal be forwarded to Sevenoaks District Council for inclusion in their annual review of parking restrictions. There would be no cost to WTC for the request. The Assistant Clerk would confirm whether there would be any costs to the Council for the implementation (should the proposal be successful). Cllr Bortolozzo asked for confirmation that should there be any cost that these be split between Highways & Lighting, OSA Committee and Council as initially suggested by the RFO.	JO
5.5	To consider parking issues around Farley Nursery - A resident had been in touch regarding inconsiderate parking around Farley Nursery. The Committee were reminded that the issue had been examined in detail in 2024 when an informal consultation had been conducted and had not been proceeded given the number opposed to the introduction of parking restrictions. The resident had asked that a different approach be considered e.g. resident parking permits and drop kerbs (the latter had been considered previously but could not proceed due to the location of utility cabling). The Assistant Clerk had sought advice from Sevenoaks DC's Parking Manager who suggested that consideration should be given to who would be included within a parking permit zone. Following discussion, the Committee felt that parking permits would not be supported if an appropriate consultation area should be surveyed, and that other options had been exhausted following the previous investigation. As there had not been complaints from other residents the Committee decided not to progress the issue.	JO
5.6	Update on additional bike rack in Westerham – A suitable contractor had been identified but confirmation had not been received regarding whether planning permission would be required given the location within the Conservation Area.	

5.7	To consider Westerham town centre and parking initiative – Cllr Breminer presented the proposal to develop a town centre access and parking initiative. The key proposals for note were: • Fifteen minutes free parking (request for 12-month trial); • To be updated by SDC regarding their 2022 Vision for Westerham; • London Road traffic assessment, including pedestrian safety at A25 junction and HGV / agricultural use; • Motorcycle and bicycle parking audit and plan. Following discussion, the Committee approved the initiative and the proposed joint letter to Sevenoaks DC and Kent CC, subject to any feedback from Cllr Bird.	
6. 6.1	<u>Street Lighting</u> Repairs and responses – The following repairs / work had been undertaken: • Column 106/107/108/114, Madan Road, replaced fuse - £65+VAT. • Column 49, Croydon Road – replaced lantern & tested - £375 + VAT. • Column 18, Farley Allotment path & column 127, Market Way – replaced photocell and tested - £165 + VAT. The lighting around the Churchill statue had been replaced at a cost of £307 + VAT, and £45 + VAT to re-set the timer. Cllr Breminer had been in touch with the Churchill Society and a donation of £250 had been made. Cllr Bortolozzo thanked Cllr Breminer for his efforts to secure the donation.	
7. 7.1	<u>Sevenoaks District Council</u> Sevenoaks Joint Transportation Board – Meeting to be held on 13th October, no agenda available.	
8. 8.1	<u>Public Transport Issues</u> To consider sharing costs with Community Engagement Committee for a larger litter bin by the London Road bus shelter – A small bin had been sited by SDC next to the new bus stop in London Road. However, there had been reports that it was constantly overflowing. SDC would not pay for a bigger bin but had stated that a new bin could be purchased at a cost of £800. The Community Engagement Community Committee had requested that the Highways and Lighting Committee paid half the cost. Cllr Bortolozzo stated that he had checked the bin on several occasions and it had not been full and was not sure why SDC had chosen a bin of this size. Following discussion, the Committee agreed that this should be monitored before a decision be made.	
8.2	Cllr Proudfoot highlighted that the bus stop, on Westerham Hill close to Pilgrims Way had been damaged beyond repair following a car accident. The Assistant Clerk would report to TfL.	JO

9.	<u>Public Rights of Way (PROW)</u> The Assistant Clerk reported that a member of the public had been in touch to raise concerns regarding a bridge that appeared unsafe on footpath SR352 running parallel to Hosey Hill. This had been reported to the PROW fault report website in August, and the work had been scheduled. The Assistant Clerk had requested consideration of a handrail along Water Lane. This had been allocated for inspection by PROW.	
10. 10.1	<u>Financial</u> To receive the Financial Statement up to 31st July 2026 – Noted by the Committee.	
11.	<u>To Review Risk Assessments</u> The following amendment had been made to the Speedwatch Volunteers risk assessment: Hazard & Risk: Road rage/ aggressive members of the public. "As instructed by Kent Police in line with GDPR all Speedwatch vehicle data collected by the roadside once inputted onto the Speedwatch database is to be shredded after the session". <i>Replace with</i> "As instructed by Kent Police and in line with GDPR all Speedwatch manual recording sheets should be retained for one month from the date of observation".	
12.	<u>Action Plan from Strategic Business Plan – update</u> The updated Plan was approved by the Committee.	
13.	<u>Eco Policy Action Plan</u> Cllr Proudfoot asked that 'Electricity Contract for streetlights' be closed. The item would be re-added when the new suppliers are sought in 2028 (end of fixed term contract). Cllr Proudfoot asked that 'Transport' be updated to 'No progress'.	JO JO
14.	<u>Correspondence</u> None.	
15.	<u>Reports from Councillors</u> Cllr Thompson would monitor flooding levels in Croydon Road over the winter months.	KT
16.	<u>TN16, Edenbridge Magazine, Website, Social Media and Crockham Hill Newsletter</u> None.	

17.	<u>Matters for District and County Councillors</u> Cllr Bortolozzo would arrange to meet with Cllr Nigel Williams, KCC.	MB
18.	<u>Further matters for consideration at the next meeting</u> None.	
19.	<u>Date of next meeting</u> Monday 16 th November 2026.	

The meeting was concluded at 9.05pm

Minutes confirmed as a correct record:

Chair