

**MINUTES OF THE MEETING OF THE HIGHWAYS AND TRANSPORT COMMITTEE  
OF ASHURST AND COLBURY PARISH COUNCIL**  
**Held at The Parish Office, Colbury Church Rooms on 17<sup>th</sup> September 2019, at 6.30pm.**



**Present;** Cllr Caroline Hubbard, Cllr Andy Austin, Cllr Andy Austin  
**Also in Attendance;** Cllr Clive White.  
**Clerk;** Helen Klaassen

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<b>Cllr Hubbard was nominated to deal with the first item of business in the absence of the outgoing chair.</b>		
<b>HT/19/01</b>	<b>Election of Chair.</b> It was <b>Resolved</b> that Cllr Hubbard be elected to the position of Chair.	<b>Action</b>
<b>HT/19/02</b>	<b>Election of Vice Chair.</b> It was <b>Resolved</b> that Cllr Eyre be elected to the position of Vice Chair.	
<b>HT/19/03</b>	<b>Apologies for Absence.</b> None.	
<b>HT/19/04</b>	<b>Declarations of Interest.</b> None.	
<b>HT/19/05</b>	<b>Minutes of the Last Meeting.</b> To receive and approve as an accurate record, the minutes of the last meeting. Drainage issues in the Recreation Ground had been held in abeyance for the short term as the problems seemed to have naturally alleviated. The Flower planters in the parade had been completed. Travel team meetings at Foxhills; attended by Cllrs Hubbard and White. Noted recent change of staff member leading the team.	
<b>HT/19/06</b>	<b>Roles and Responsibilities.</b> Liaison with HCC – Clerk and Cllr Eyre Lengthsman – Cllr Eyre and Clerk Christmas lights – Clerk and Cllr Hubbard Buses – allocated as required. Flooding – allocated as required. Planters – watering rota – Cllr Austin.	<b>AA</b>
<b>HT/19/07</b>	<b>Terms of Reference.</b> It was agreed that the TOR's should be changed to reflect the potential addition of a non-voting member of the public as a member of the committee. The Clerk advised that this change would need to be agreed by full council.	<b>Clerk</b>
<b>HT/19/08</b>	<b>Christmas Lights in Precinct.</b> The Clerk and Cllr Hubbard to take forward. The Clerk noted that there was £700 in this year's budget for lights and it was agreed to speak at full council regarding the matter.	<b>Clerk/CH</b>
<b>HT/10/09</b>	<b>Any Other Business and Items for next Meeting.</b> No decisions may be made under this item, only information exchanged.  Clerk to set meeting date in approximately 1 month.  -Grit bins	<b>Clerk</b>

Signed: \_\_\_\_\_

Date: \_\_\_\_\_