

## Notes of Virtual 6<sup>th</sup> Working Party Meeting held on 26.01.21

**Purpose: To discuss the possibility of implementing a 20mph speed limit in Steyning**

Present: Ian Alexander - Steyning and District Partnership (IA) - chair  
Geoff Barnard - Steyning Greening Group (GB) - notes  
Steyning Cllrs: Deborah Hanson (DH), Tim Lloyd (TL)  
Bramber Cllrs: Di Goodall (DG), Mike Croker (MC)  
Horsham Cllr: Bob Platt (BP)

**1 – Feedback on paper survey** – an updated draft of the paper version of the 20MPH survey had been circulated. The new colour scheme and design was welcomed, and several minor changes and corrections noted. On DG's suggestion, it was agreed that the possibility of including part or all of Clays Hill in the 20MPH Zone should be mentioned, as the Working Party agrees this would be desirable.

**2 – Distribution plan for paper version** – GB reported that he'd been contacted by Cllr. Bob Harber, Deputy Chair of Upper Beeding Parish Council, to ask if it might be possible to circulate the paper version of the survey to Upper Beeding residents too (at the UBPC's expense). His thinking was that many UB residents' shop and study in Steyning, and their own 20MPH Zone had been introduced in a low-key way without much publicity.

Following discussion, it was agreed it would be clearest if the paper version of the survey goes only to residents in the areas directly affected, as per the original plan. But the online version could be circulated more widely, including in Upper Beeding. The survey form will ask people to state where they live, so any variations in the responses from different areas can be discerned.

It was agreed the paper version will need to be distributed by a commercial firm, as having it done by volunteers would not be appropriate under current Covid restrictions.

GB shared an approximate figure of £250-300 for printing costs (for 3000 copies) and will liaise with the SPC office on getting more specific quotes.

**\*\*A detail to add since the meeting:** We had planned to make additional copies of the paper version available at drop-off venues. Having contacted several of the venues, IA advises this is not practical since most are not allowing walk-in visitors. So, a note will be added to the paper version suggesting people use the online version if households wish to make multiple responses.

**3. – Collection points for paper version** – *\*\* thinking have evolved since the meeting following IA's discussions with drop-off venues and Bramber PC representatives. \*\** In light of Covid complications, and the decision on where to distribute the paper survey to, the recommendation is to offer just two collection points: the Steyning Centre, and Steyning Post Office. These are nearer to the affected parts of Bramber than UB Parish Hall, so it won't be any less convenient.

**4 – Feedback on online survey** – a first draft of a Survey Monkey version of the survey had been circulated. This asks additional questions on potential future sustainable transport measures. The format and overall look of the draft was welcomed, and some minor corrections noted. A number of substantive changes were agreed:

- Make it clearer that all these further ideas were just options for the future, to avoid raising expectations they would be happening soon.
- In the Further Traffic Calming section take out the option of full closure of the High Street, as this is impractical, but leave in the 'Shared Space' option, and mention 'pinch points' as being a possible design option.
- In the Public Transport section add a question about where people might want to travel to by bus.
- In the EV Charging section add a question about whether people have or plan to get an EV.

**5 – Next steps on surveys** – GB will update both versions ASAP and send a revised draft to members in the next 24 hours for a final round of comments. A corrected version will then be forwarded to DH for circulation to Community Committee members ahead of their meeting on 2 Feb.

GB will also seek feedback from Steve Douglas (WSCC) on the wording of the online survey, to check none of the proposed ideas are unworkable, and from John/Hazel on GDPR aspects of collecting email addresses.

An amended timetable for 2021 is attached.

**6 – Publicity plans for surveys** – a provisional plan for how to publicise the survey was shared and additions made. This covers Parish Council channels, Working Party member's channels, and wider publicity channels. (see amended draft attached)

**7 – Next meeting:** tbc after Communities Committee meeting.

## Updated Timetable/Next Steps

|        |                                                                                                                                                                                     |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 28 Jan | <ul style="list-style-type: none"> <li>Revised version of surveys to be passed to DH for circulation.</li> </ul>                                                                    |
| 2 Feb  | <ul style="list-style-type: none"> <li>SPC Communities Committee to consider</li> </ul>                                                                                             |
| 9 Feb  | <ul style="list-style-type: none"> <li>Budget for consultation to be considered by SPC F&amp;GP</li> </ul>                                                                          |
| 10 Feb | <ul style="list-style-type: none"> <li><i>Discuss plans at Bramber Parish Council meeting (tbc)</i></li> </ul>                                                                      |
| 15 Feb | <ul style="list-style-type: none"> <li>Update SPC Full Council on plans and get approval to proceed</li> </ul>                                                                      |
| 1 Mar  | <ul style="list-style-type: none"> <li>Launch public consultation, deadline 31 March</li> </ul>                                                                                     |
| April  | <ul style="list-style-type: none"> <li>Compile results of survey</li> <li>Submit CRS application</li> </ul>                                                                         |
| April  | <ul style="list-style-type: none"> <li>Meet with WSCC to discuss outline plans and agree where speed data is needed.</li> <li>Speed loops installed by WSCC on key roads</li> </ul> |
| June   | <ul style="list-style-type: none"> <li>Analyse speed data</li> <li>WSCC to design detailed plans in consultation with Working Party</li> </ul>                                      |
| Oct    | <ul style="list-style-type: none"> <li>Submit for Moderation/sign off by WSCC Highways</li> </ul>                                                                                   |
| 2022   | <ul style="list-style-type: none"> <li>Scheme implemented</li> </ul>                                                                                                                |

## 20 MPH SURVEY PUBLICITY CHANNELS

*2<sup>nd</sup> Draft*

| <b><i>Channel</i></b>                                               | <b><i>Responsible?</i></b> |
|---------------------------------------------------------------------|----------------------------|
| <b>Parish Council Channels</b>                                      |                            |
| SPC website<br>Notice boards                                        | John/Hazel                 |
| BPC website<br>Notice boards<br>Neighbourhood plan mailing list?    | DG                         |
| UBPC website – online version<br>Notice boards                      | UBPC                       |
|                                                                     |                            |
| <b>Working Party Members</b>                                        |                            |
| Business Chamber channels                                           | DH                         |
| Community Partnership channels – website/facebook                   | IA                         |
| Greening Steyning mailing list/ social media / 20's Plenty Campaign | GB                         |
|                                                                     |                            |
| <b>Other channels</b>                                               | GB to coordinate           |
| Local press / media                                                 |                            |
| Your Steyning                                                       |                            |
| Steyning Forum                                                      |                            |
| Spotted(s)                                                          |                            |
| Steyning Church Parish Magazine                                     |                            |
| Horsham District Magazine – Our District                            |                            |
| Health Centre Magazine                                              |                            |