

Minutes of the Steering Group
Connect2 – Kenilworth Cycleway

Wednesday 4 February 2009

Present:

John Whitehouse (Chair)	County Councillor Kenilworth Abbey
Stuart Ikingill	WCC Countryside Recreation Manager
Ann Blacklock	District Councillor Kenilworth Abbey
Patricia Cain	Councillor, representing Kenilworth Town Council
Howard Easton	Kenilworth Footpath Preservation Group
Teresa Llewellyn	WCC Countryside Recreation, Administrator
Jon Holmes	Warwick District Council
Rose Winship	Warwick District Council
Nick Hillard	Environment Manager at University of Warwick & Crackley Residents' Association
George Riches	Cyclist Touring Club

Apologies for Absence:

David Shilton	County Councillor Kenilworth Park Hill
Seth Mayhew	Sustrans Ranger, Kenilworth to Warwick
Edward Healey	Area Manager, Sustrans
Mike Thomas	Sustrans Liaison Ranger
Roger Boxall	Grounds Superintendent, University of Warwick

1	Apologies and Welcomes	Action
	<p>The Chair opened the meeting. Apologies as above.</p> <p>It was felt that a clarification of the role and responsibilities of this Steering Group would be appropriate. WCC have owned the disused railway “The Kenilworth Greenway” for a number of years. It was always part of the Local Travel Plan (LTP) to improving cycling links (in conjunction with Sustrans) and to open up the old railway line between Kenilworth and Berkeswell. Now, with the lottery money, and in partnership with The University of Warwick and Warwick District, a walking and cycling route can be extended into Kenilworth, and out towards The University.</p> <p>Stuart Ikingill is the project manager, and is responsible for delivering the project and has to report back to Council, through Cllr Martin Heatley, the portfolio holder. There are a number of interested landowners (WCC, WDC, The University, Network Rail, and a private landowner). There are interested parties (Kenilworth Town Council, and the joint parish council that the route passes through – who have representation on the Steering Group, or regular feedback from it, as they prefer).</p>	
2	Minutes of Meeting 19 Nov 08 and matters arising	
	<ul style="list-style-type: none"> • Minutes agreed. <p>Matters Arising</p> <p>Most issues will be picked up as part of this meeting.</p> <p>From Item 2 – matters arising from 24 Sept 08 minutes</p> <ul style="list-style-type: none"> • Ann will be arranging a meeting with the Town Centre Manager re the signage of the route. • Mike Thomas still to catch up with JohnW re the possible cycling route from The Castle to the town centre. 	<p>AnnB</p> <p>MikeT/ JohnW</p>

	<p>cyclists down, and prevent horses etc using the bridge. The ford is the legal route for other users. Planning permission is not needed as it is an existing structure serving the minor highway through the common.</p> <p>The design solutions of this chicane will be provided by Sustrans, and options will be shared with the Steering Group.</p> <p>Notices will be put up on site before works are due to begin.</p> <p>The widening of this bridge will have no affect on the current access through the ford, this will remain open and clear to use.</p> <ul style="list-style-type: none"> • Route Alongside the Brook (Known as Lawrence Gardens) <p>WDC engineers do not have capacity to let this contract out, so WCC will arrange the works. Jon Holmes to meet with contactor to explain local issues with site (i.e. the flooding problem, water needs to be able to flow back into the brook, not be trapped by the new surfaced route). A method statement will be produced by the contractor.</p> <p>The path will be widened by digging out the turf and backfilled to create a sub-base, this is planned to take place this financial year. It is hoped that the base course of sealed surface will be completed in March. The final surface dressing will be done as soon as ground conditions improve in the spring. The route will be open and useable until this finished surface can be done. Stuart will double check with contractor that the route will be open and useable. The sealed surface will be visually the same, a 'dust' of appropriate coloured stone being pressed into the top layer of enriched bitumen.</p> <p>There will be site notices and press articles to publicise that this work will be being carried out. [Note: Site Notices going up 26 Feb, and on websites].</p> <p>It is hoped that this, being the first section of the route with the final sealed surface, can be used as a showcase of the quality and appearance of the rest of the route. Can also direct people to the cycle path between Newbold Terrace East and Newbold Common in Leamington, (although this is a different colour, this is the type of surfacing envisaged). Or part of the existing route at Lakeside on the University Campus, though this does use a small stone rather than dust pressed into the top layer of bitumen.</p>	<p>Ed</p> <p>SI/ Teresa</p> <p>SI/JonH</p> <p>SI</p> <p>SI/ Teresa</p>
	<ul style="list-style-type: none"> • The Close <p>Cycleway Conversion Order to be drafted and go out for consultation (inc. to residents on The Close). There is a scheme plan available, Stuart to circulate to Steering Group, for discussion and agreement before consulting residents. It was decided not to go with 'segregated use' as the cost is prohibitive and a less green solution. Planning permission not required, as this section is on highway land.</p> <p>Question was raised, what happens if there are objections? Stuart to check.</p> <ul style="list-style-type: none"> • Berkeswell Section of Greenway <p>It is planned to get the whole of the remaining section graded/planned off all the way from just before Burton Green to Berkeswell, before the end of March. This, together with the tree works to open up the canopy, will improve the drainage prior to laying the final surface treatment at a later date.</p>	<p>SI</p> <p>SI</p>
<p>5</p>	<p>Equestrian Access to Connect 2</p>	
	<p>WCC, through its advisory group 'the Friends of Kenilworth Greenway', have always envisioned The Kenilworth Greenway to include managed permissive equestrian access. The Greenway has never been a public bridleway. When the Connect2 project and Sustrans came along, this opened up the possibility of a bridge over the Coventry Road, and extending the Cycle/Walking route. The section of route from the Coventry Road towards Kenilworth will unavoidably run next to the live railway. This is not a safe route for horse riders as horses are</p>	

	<p>likely to be spooked by passing trains, so there will be no equestrian access from the bridge on towards Kenilworth.</p> <p>To clarify, the correct contact for any equestrian queries should be to WCC, Countryside Recreation, Unit 11 Montague Road, Warwick. Or alternatively questions can be put to the Friends of Kenilworth Greenway group. There is and always has been an equestrian representative on the Friends group. If any horse rider is not happy with responses to their queries, they can follow normal complaints procedures either through their County Councillor or directly to WCC. Stuart, as Manager of the Countryside Recreation section, has replied at length in writing to a series of questions that a member of the public brought to the most recent Friends of Kenilworth Greenway meeting. This person stated that he was acting as a representative of local horse riders.</p>	
6	Monitoring of Use	
	<p>Stuart attended a meeting at the Sustrans Birmingham office with the Sustrans Monitoring Unit. It has been agreed that the monitoring will consist of a 'face to face' survey on 4 separate days 'now', and the 'same' 4 days at the 'same' time of year, when the route is open. The days chosen will be a mix of weekday and weekend days. There will also be a counter device set up somewhere.</p> <p>Sustrans will complete a report and send it to Stuart. Stuart to feedback to the Steering Group actual details.</p> <p>There is a separate grant available for this.</p>	SI
7	Other Route Issues	
	<p><u>Exclusion of Motorcycles</u></p> <p>It is an illegal act to ride a motorcycle on any part of the route. On private land it is trespass, on highway land it is a criminal offence. It has always been an aim to exclude them for the safety of other users. There are existing kissing gates at access points on the Kenilworth Greenway part of the route, through which it is possible to gain access with bicycles. It is hoped to exclude motorcycles by a combination of restriction, 'policing' (by WCC and WDC staff), and when necessary the police. It is hoped that as more public use the route, any anti-social use will reduce. However, it is currently difficult to allow tandem cycles and 'follow-on' cycles, and exclude motorcycles.</p> <p><u>Will the route be lit?</u></p> <p>Most of the route is pre-existing and in use. There is no intention to put any new artificial lighting on any sections of the route, particularly the rural section across the fields to The University of Warwick. There may be 'cats eyes' reflectors on darker sections/cross-roads/bridges.</p>	
8	Communication/Web Pages	
	<p><u>Notice of Commencement of Works to Local Residents</u></p> <p>The Steering Group agreed the need to communicate specifically with local residents when work is proposed, giving reasonable notice where possible, and a more definite proposed start date of work. Site notices were felt to be a good way to do this, as well as direct mailing if necessary, and articles in the local paper.</p> <p>Steering Group members also made clear that there had been many positive comments made to them as well as queries and negative comments.</p> <p><u>Pubic Meeting</u></p> <p>It has always been offered to Kenilworth Town Council that a presentation of the Connect2 Kenilworth scheme could be made at one of their council meetings.</p> <p>On 12 February 2009, a short presentation will be made by the Project Manager,</p>	

Stuart Ikeringill, with questions afterwards. The more the Town Council know and understand about the project, the more their members will be able to deal with queries from the public. The Town Council have been included in the email group to receive all the minutes of the Steering Group and any associated publicity etc.

Newsheet

First newsheet went out towards the end of January. Sent out with all Primary School children, and put as part of the Kenilworth School e-newsletter. Copies were put on display at Kenilworth and Warwick Library, and the leisure centre/youth centre/family centres. Thank you to Rob Hodgkins, Extended Schools Co-ordinator for doing most (if not all!!) of the above leg work. Copies will be available at The University, and they will be laminated as well as put up as site notices at various points on the route.

Thoughts that the next newsheet could perhaps concentrate on one area at a time to give more in depth information.

Manned or Unmanned Information Stands

Re a manned exhibition stand, a venue has been offered (Ann Blacklock has details). Perhaps do this to coincide with when the alternative bridge designs become available.

Information stand, not manned, could be at the library and perhaps Kenilworth School? Suggestion made for a short (5 minute) PowerPoint presentation on a laptop, as well as leaflets and posters? And a comments/feedback box, as well as contact details of where to ask any questions.

Feedback from Other Interested Parties

This is to go on as a regular item on the Agenda of the steering group. To allow for questions/comments to be fed back from Kenilworth Town Council meetings, Crackley Residents Association meetings. To include any other interested parties, including Parish Council.

Teresa

Project Programme Plan for the Scheme

There is one, but it was drawn up November last year as part of the signing of the Memorandum of Understanding. It was only intended to be indicative, and is now out of date.

The Steering Group requested a current project plan that can be kept up to date. An 'activity chart' or calendar of works. This to be circulated, usually with meeting agendas.

SI/EdH/
Teresa

Maintenance Plan for the future

The sealed surface of the route will be very long lasting and virtually maintenance free.

Generally, current responsibilities stand, i.e. with the landowners WDC, WCC and Network Rail. The extent of the current tree works on the Greenway is a result of 30 years of being left to go its own way. Future maintenance will be carried out as necessary. Maintenance and habitat maintenance on Kenilworth Common will be part of the management plan, and a lot of work will be done by volunteers with wildlife interests.

Web Pages

Two main web sites. One is on the WCC Countryside Recreation's web pages. (www.warwickshire.gov.uk/connect2kenilworth). The other web site was primarily set up by Howard and John to assist with public awareness and provide information at the time leading up to the vote. (www.connect2kenilworth.org.uk)

	<p>It is felt that the WCC site should sign post to the other website, which can perhaps have all information about the project and perhaps carry more photographs and perhaps video clips/power point presentations than should be on WCC web site. Could publicise the Minutes on the web sites as well. Need to amend the link that takes you from connect2kenilworth.org to the WCC website. Keep the pages up to date with a What's Going On Update? Pdf of the Jan09 Newsheet to go on websites.</p>	Howard Teresa
9.	Feedback from Crackley Residents Association AGM (26/1/09)	
	<p>Nick had explained the scheme to the residents' meeting, which had allayed some fears. Clarification was given that there would be no horse rider access on the bridge and onwards in towards Kenilworth. The service access ramp is likely to be a permanent feature. And that current tree works were to enable access and assessment of route. General feeling and feedback was positive after that.</p> <p>Immediate concerns were voiced because route has been opened up/cleared, and there is now loss of privacy and sight lines into gardens/houses. Could some planting be done as soon as possible, especially near the new (private) ramp access at Coventry Road? Answer: Could not plant expensive pot grown trees. Some tree 'whips' could be planted to provide some future screening, as a cost effective quick solution. Then if any were destroyed by the construction work of the new Coventry Road bridge, it would not be too great a loss and could be replaced. The route is not 'open' yet, it is still private land, and there is no legal right of access by the public at the moment. Vegetation that has been cut back will grow back and re-establish itself. Appropriate vegetation management will be carried out – will need to liaise with WDC and Warwickshire Wildlife Trust (WWT) regarding Kenilworth Common. Regarding boundary fences, the gardens came with fenced boundaries, and it is the resident's responsibility to maintain their own fences. There is no duty by the WCC that they have to fence the boundary (except for a stock proof fence where the adjacent landowner has stock). The pre-existing railway fencing (posts and wire) has been over-grown and sometimes encroached over by landowners, and it would not be possible to fully re-instate this. There are also some illegal back gates onto the greenway, and some encroachment with illegal 'storage' or dumping of household and garden waste. This will have to be cleared away. WCC will review the whole length of this section, and assess individual's issues and make a consistent and hopefully helpful and appropriate response. With reference to "Safer Neighbourhoods", there has been no specific liaison with them re the route.</p> <p>Comment was made that Rugby Borough have been opening up a lot of disused railway lines – perhaps contact could be made with them to establish how they resolve similar issues.</p>	SI SI
10	Connect2 Handbook - Guide for Steering Groups	
	<p>No specific issues raised, so this is carried forward to next meeting and to be put on the agenda, owing to the length of time the meeting has already carried on for. Steering Group Members asked to particularly look at the section which is a worksheet called Community Involvement Toolkit – and to bring comments as to how far forward we are on the points suggested in this section.</p>	Teresa All
9	Any other business	

	<ul style="list-style-type: none"> • Pat Cain is unable to come to the next scheduled meeting, and will send a substitute/representative if the meeting date is not moved – it may have to be changed due to the Sustrans Regional Meeting that is proposed for that week. [Update: Steering Group meeting is likely to remain as 22 April] • Recognition and particular thanks to those members of the Steering Group who did send letters in to the Kenilworth Weekly News to help clarify any confusions and to show support for the project. • JonH and Stuart to look at drainage solutions on Kenilworth Common, there will be a problem with water running over the path. Perhaps a raised (metal) 'boardwalk' section to allow the water to flow under the path. Site meeting needed. • Sustrans had contacted Teresa regarding the Connect2 logo. Sustrans created this Connect2 logo as a brand during the vote winning campaign in 2007. Now they have decided to drop the Connect2 logo in order to avoid confusion over the role of Sustrans in delivering Connect2. The logos that must go on any publicity should be the Sustrans logo and the BIG Lottery logo. However, this Steering Group felt that the Connect2 Kenilworth was a recognised brand for this particular project. Teresa will feedback to Sustrans. • Before and after photographs of the whole route – photographs are being taken by Keith Higginson of WCC on sections of the Greenway. We should have a good record of these photographs, and take photographs of other sections of the route, including the University. Take photographs of same view at different times. Could be displayed on the websites, and up dated. Howard volunteered to organise take photographs, and will liaise with Nick to take photographs of The University section. • Still some concerns that we must take care of the reptiles. WART (Warwickshire Amphibian & Reptile Team) has been in contact with WDC. Contractors and site workers on The Common and the redundant railway line must be briefed. They should produce a method statement. Stuart will liaise with JonH and WWT. 	<p>SI/JonH</p> <p>Teresa</p> <p>Howard</p> <p>SI/JonH</p>
10.	2009 Meeting Dates	
	<p>10.00 a.m. Wednesday 22 April 2009 - Conference Room, Montague Road</p> <p>10.00 a.m. Wednesday 24 June 2009 - Conference Room, Montague Road</p> <p>10.00 a.m. Wednesday 2 September 2009 - Conference Room, Montague Road</p> <p>10.00 a.m. Wednesday - <i>November still to be arranged</i></p>	