

**COLCHESTER LOCAL HIGHWAYS PANEL MINUTES – MONDAY 9th
OCTOBER 2017 – 3PM**

COMMITTEE ROOM 3, COUNTY HALL

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| Chairman: | CC Anne Brown |
| Panel Members: | CC Anne Turrell (Deputy), CC Member Kevin Bentley, CC Member Sue Lissimore, CC Member Julie Young, Cllr John Gili-Ross, Cllr Brian Jarvis, Cllr Dennis Willetts, Cllr Lyn Barton |
| Officers: | EH Sonia Church – Highway Liaison Manager EH Joe Hazelton – Highway Liaison Officer |
| Secretariat: | EH Paula Montague – Technical Assistant |

| Item | | Owner |
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| 1. | Welcome and Introductions County Member David Harris | AB |
| 2. | Apologies for Absence Cllr Brian Jarvis Declarations of interest None | AB |
| 3. | Minutes of meeting held on 10th July 2017 to be agreed as correct record <i>Agreed</i> | All |
| 4. | Matters Arising from Minutes of the previous meeting The Strood - JH has requested an officer attend site to provide specific feedback on exactly what the issue is. Cllr Bentley queried whether the water had caused the corrosion, JH confirmed the visiting officer would check this, and that the guarantee lasts 5 years. Action - JH to share the completed report with the panel as requested by Cllr Brown. Cabinet Member Briefing Note 20mph policy – SC advised this has not yet been finalised at officer level however this is being chased. Cllr Brown expressed dissatisfaction that Cllr Grundy is yet to receive this. Road Safety Castle Point Report – SC explained this report is dependent on policy change; some policies have been signed off | JH |

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| | <p>however we are unable to recommend on 20mph zones and 20mph at this time. Cllr Young expressed concern that the cost of the report is £10,000. SC advised that £10,000 was the allocated budget however the final cost for staff time is likely to be lower. <i>Action – SC will confirm the actual cost as when received.</i></p> <p><i>LCOL158002 – Footpath 8 Wivenhoe – adjacent to Wivenhoe train station – JH advised a programming date will be weather dependent but should be available by the end of November 2017. The scheme should be completed by the end of the financial year. <i>Action – JH to circulate target costs when received.</i></i></p> <p><i>LCOL001010 – Glen Avenue and A133 Cymbeline Way, Colchester – the majority of this scheme is completed. <i>Action – JH to circulate completion photos when received.</i></i></p> <p><i>Lewis Gardens – Major Projects are unlikely to do any more at this location. Cllr Young stated this issue does cause traffic to back up which is dangerous and is concerned that Essex Highways are resisting to resolving this issue. Cllr Bentley highlighted an issue; mitigating measures may alleviate the problems, however this is not currently illegal, or an enforcement issue. Cllr Bentley will be meeting with Colchester Borough Council to discuss the extent of the issue and any possible mitigation or appropriate policy change. JH confirmed we are not aware that this is an accident spot in response to Cllr Willetts query. <i>Action – JH will follow up with Cllr Bentley in 6 months.</i></i></p> <p><i>LCOL142061 - London Road, Zebra Crossing – JH advised the drainage design is being progressed and is awaiting final costing information. It was suggested that the Panel progress the implementation of the drainage corrections for this financial year and recommend the installation of the crossing point for the next financial year. The Panel expressed concern regarding delays to this scheme; Cllr Bentley agreed with JH that drainage designs can be very complex and can cause delays, as has been the case with this scheme. <i>Action – JH to update Members at the scheme progress at the next Panel.</i></i></p> <p><i>LCOL152021 - Goojerat Road/Circular Road West – Tiger Crossing Cllr Barton requested an update on this scheme. JH advised the scheme is complex, Taylor Wimpey own the land required to complete the crossing point and negotiations are ongoing. There are also discussions with three trees within the vicinity of the crossing point, which will be immediately affected. One tree will have</i></p> | <p>SC</p> <p>JH</p> <p>JH</p> <p>JH</p> <p>JH</p> |
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| <p>to be removed; ownership of the remaining two trees will need to be taken from Taylor Wimpey in order to complete the scheme. Colchester Borough Council maintain trees under agreement with Essex County Council however will not add any additional trees to the maintenance agreement if the land is adopted. Essex County Council are also reluctant to take on additional assets (i.e. the trees). The trees are not subject to TPO's (Tree Preservation Orders) therefore can be removed; however this is not environmentally ethical and may not be favourable with local residents. SC advised that if trees were removed at this location, this would set a precedent for the removal at other locations in the area. Whichever decision is made, will need to be mirrored with other requests which have been received around Circular Road. Cllr Turrell is concerned that discussions with Peter Massie have reached a stalemate and queried referring to Cllr Grundy.</p> <p>Cllr Bentley suggested Cllr Barton meet with Taylor Wimpey to include Liam McKarry from Colchester Borough Council. Cllr Turrell, Cllr Gili-Ross and Cllr Willetts concur it would be useful to clarify policies.</p> <p><i>Action: SC to assist Cllr Barton in arranging meeting.</i></p> <p><i>LCOL161002 – Service Road access for Colne View Retail Park, Colchester –</i> The original budget for this scheme was £16,000. JH advised the Panel a top up of £18,000 due to night works, the Cabinet Member has signed this off previously. The total budget is now £37,500.</p> <p><i>LCOL172010 – Bakers Lane –</i> This scheme has been removed from the list at request of Cllr Turrell and Cllr Jarvis.</p> <p><i>LCOL172021 - Manningtree Road, Dedham –</i> There are no S106 agreements in this area. The request for investigations into a footway have been passed through to validation.</p> <p><i>LCOL177001 – A134 Wildeve Avenue, Colchester –</i> Cllr Turrell agreed this scheme is no longer required and should be removed from the list.</p> <p><i>The Panel unanimously agreed.</i></p> <p>Ranger's process – JH communicated the process to all County, District, and Parish Members following the last meeting. Cllr Gili-Ross enquired whether it was sent direct or to the Clerks. JH confirmed ECC have updated contact details for Clerks however, this information would also be sent direct in this instance.</p> <p><i>Action – JH to send process to Cllrs direct.</i></p> <p>S106 Update - Cllr Turrell confirmed S106 funding for Tufnell Way and that this scheme should be on the next list.</p> | <p>SC/JH</p> |
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| | <p>Cllr Bentley advised Colchester Borough Council provides Cllrs with a breakdown on S106 money for their respective divisions and suggested it would be useful to receive a monthly report from Essex County Council detailing available S106 funds.</p> <p>Cllr Young will forward a copy of the report to JH as an example.</p> <p>Cllr Brown requested JH contact Daniel Cameron of Colchester Borough Council and report outcome of meetings and any further progress at next panel meeting.</p> <p><i>Action – JH to report back with any further information.</i></p> | <p>JH</p> |
| | <p>SC clarified this has been escalated to Andrew Cook. Officers have PMQR meeting and SC has list of all Chelmsford contributions.</p> <p><i>Action - JH to circulate tomorrow morning, following confirmation to do so.</i></p> | <p>JH</p> |
| | <p>Cllr Bentley explained there are rules in planning; normally one third of funds are allocated to the relevant ward and two thirds are allocated to the general pot. Highways are different but Cllr Bentley agrees it would be useful to know what Highway rules are.</p> <p>Cllr Turrell suggested any underspend should be allocated to the relevant LHP however SC confirmed the developer would have to agree.</p> <p>Cllr Bentley asked whether this could be written into agreements.</p> <p>Cllr Brown suggested inviting an expert to a future meeting to talk to the Panel.</p> <p>Revenue Spend – JH confirmed the summary figure for the Rangers is £88,000 and will be included in the next report.</p> <p>Cllr Willetts expressed concern regarding the high cost of VAS repairs.</p> <p>SC confirmed cost is correct, as they are solar powered and store power.</p> <p>SC clarified breakdown of costs and confirmed that batteries last about 6 years. We are not replacing those under warranty. Going forward we will be looking at using capital funding for this to put a longer period of 10 years on it.</p> <p>Cllr Bentley disagreed that £400 per unit is expensive but acknowledged the cost mounts up with multiple schemes; suggested approaching Parish Councils for assistance with funding.</p> <p>SC confirmed Cllr Grundy is reviewing the policy on these as the Parish currently fund installation of the sign if it does not meet LHP criteria.</p> <p>Cllr Gili-Ross stated Parish Councils should decide how their funds should be used and Cllr Lissimore queried the position with unparished areas.</p> | |

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| | <p>Cllr Bentley asked if the Parish Council could submit an application if they are willing to fund it, Cllr Turrell has put the same question to Member Enquiries for the Parish to fund kerb repairs. SC advised of Third Party Works team and clarified the process. <i>Action – JH to email Panel detailing Third Party Works process.</i></p> <p>Cllr Gili-Ross advised the Panel of the Local Services Fund, which is open to any community allowing them to apply for funds to complete works and remove from the LHP process. Communities can apply for a maximum of £15,000 over 3 years with expectation of matched funding. Information and applications can all be accessed through Essex Association website.</p> <p>Communication issues with Passenger Transport are being addressed collaboratively.</p> | |
| <p>5.</p> | <p>Approved Works Programme Update 2017/18</p> <p>Cllr Young queried £21,000 not allocated. SC confirmed this and advised we normally over commission against budget however, this year we have commissioned under budget. This figure also includes service charges for staff time that is averaged out over the county. It also allows a contingency for any schemes that may slip where we need to use 18/19 budget to complete it.</p> <p>Schemes 1-24 - Noted by the Panel</p> <p><i>LCOL002001 - Brinkley Grove Road, Mill Road, Colchester – junction modifications (25) and Service Road access for Colne View Retail Park, Cowdray Avenue (26) – JH advised there is a potential Colchester underspend and that there is the opportunity to bring forward the completion of trial holes for Brinkley Grove and the implementation of Colne view retail park.</i></p> <p>Designs are completed therefore suggest these are brought forward to this financial year to avoid underspend. <i>The Panel unanimously agreed.</i></p> <p><i>LCOL162058 - Kingsland Road jw Yorick Road, Prince Albert Road, Mersea – signing improvements (32) – Cllr Gili-Ross highlighted this would be a good scheme to apply for Local Services Fund. Cllr Gili-Ross will send details to JH.</i></p> <p><i>LCOL168011 - Byway 47, Dedham – route upgrade (49) – Cllr Brown advised this is a very contentious issue and requested this be considered a low priority. SC provided clarification on classification and maintenance of Byways.</i></p> | <p>GR</p> |

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| | Cllr Gili-Ross questioned whether this scheme should be on the LHP list. | |
| 6. | <p>Potential Schemes List for consideration of Panel in 2017/18</p> <p><u>Traffic Management</u></p> <p><i>LCOL152023 - Church Lane, Stanway – Weight Restriction – Cllr Bentley advised he does not support this scheme as Church Lane is used by farm vehicles for which access is required. There is already a 2T weight limit in place which can be subject to an ‘except for Access’ caveat.</i></p> <p>Cllr Young queried the number of schemes in validation and whether there are any timescales available. JH confirmed officers are planning to complete as many as possible within in the next 3 months.</p> <p><i>LCOL163007 - Tyburn Hill, Wakes Colne – New Footway – JH provided clarification on the validation and feasibility process. Cllr Brown suggested requesting S106 monies for this scheme, JH confirmed ongoing discussion with landowners and developers.</i></p> <p><i>LCOL162031 - Holt Drive, Colchester – JH confirmed the parking issue should be addressed by the NEPP however this scheme is to address difficulties in crossing the road which is exacerbated by the parking problem.</i></p> <p><i>LCOL162043 - Flagstaff Road, Circular Road East, Colchester – Cllr Turrell stated the signage on the shared pathway implies that pedestrians walk nearer the kerb with cyclists on the inside. This is forcing children to walk in the road and is becoming dangerous. Cllr Turrell requested this scheme be brought forward to this year if funds are available, as the signs need amending to indicate cyclists should be nearer the road.</i></p> <p>Cllr Gili-Ross concurred it is illogical to put faster moving footway traffic on the side of residential properties as people need to leave their homes.</p> <p>SC confirmed the Good Design Guide states cyclists should be adjacent to the carriageway.</p> <p><i>Action – SC and JH to visit site.</i></p> <p><i>LCOL162035 - Dedham Gateway Signs, Dedham – Cllr Gili-Ross questioned the value of village gateway signs.</i></p> <p>Cllr Brown clarified a 20mph speed limit is not feasible and the signs are required to remind drivers they are entering a village thus encouraging that they slow down.</p> <p><i>Action – JH update list to clarify this is a safety issue.</i></p> | <p>JH</p> <p>JH</p> |

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| | <p><i>LCOL162060 - Crown Street, Dedham</i> – Cllr Brown requested this is placed on hold until the effect the yellow lines, due for installation imminently, have on the parking/visibility issue can be reviewed.</p> <p><i>LCOL152010 - Station Road, Marks Tey</i> – Cllr Bentley stated the survey results do not meet the criteria and asked how this is communicated. JH advised this is passed to the Parish Council. Cllr Turrell enquired why this scheme remains on the list, JH advised we are exploring other options.</p> <p><i>LCOL172016 - A1124 Chappel, Wakes Colne</i> – this scheme has been somewhat contentious. JH has been in regular contact with Parish Councils and has passed over all speed data to them.</p> <p><i>LCOL162065 - Warren Lane jw Maldon Road, Stanway</i> – Road Safety will now assess this location. Cllr Bentley requested liaison with Alan Lindsay as investigations are currently underway to change the layout of this junction – we do not want to double up. <i>The Panel unanimously agreed to remove this from the LHP list to allow Road Safety Team to investigate.</i></p> <p><i>LCOL172022 - Holly Road, Stanway</i> – Cllr Bentley has been advised by the Member Enquiries Team that signage will not be added however it remains on the LHP list. JH advised this is not a request for warning signs but is related to elderly or disabled pedestrians crossing within the area. Cllr Bentley suggested this policy might require review.</p> <p><i>LCOL172033 - Beverly Road, Colchester</i> – Cllr Lissimore has been advised that a young person has been knocked over by a vehicle this morning. Cllr also expressed concern that we are waiting for the 20s plenty policy and requested clarification on the applicable distance around the school. SC is aware of a similar issue on Oxford Road; Highways Engineer has advised that traffic calming may be applicable at this location. 20s Plenty policies are applicable immediately outside schools or on through routes past a school. Locations where there are multiple routes to schools will require investigate into how much of the issue relates to pedestrian behaviour (i.e. individuals on phones, ignoring crossings etc.). Cllr Lissimore stated installation of a pedestrian crossing would assist with directing pedestrians to a safe place to cross rather than crossing sporadically. Cllr Brown added that there is a need to encourage schools to promote road safety. A similar crossing outside The Gilbert School is rarely used; it may have been installed in the wrong place</p> | <p>JH</p> |
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| | <p>Cllr Turrell asked why there are schemes with funding in place, which are not being progressed; information previously received suggests there are not enough people to do it. Cllr Brown confirmed there is sufficient resource to do the design works once we have the revenue funds to proceed. SC also advised the surveys are required to validate the schemes.</p> <p>Cllr Gili-Ross noted there are certain areas listed multiple times; Dedham, Tiptree, Stanway, it may be useful for those areas to be aware of how many schemes are on the list to have input into prioritising them. Communication could be improved; there may be some schemes that could be funded from other sources. SC asked if these issues are discussed at Parish Council meetings. Cllr Gili-Ross confirmed they are discussed but Parish Councils should communicate changes in priorities. A list could be sent through with a request for Parish Councils to advice schemes, which they would like to prioritise. Cllr Brown advised they could access the scheme lists on the new website.</p> <p>SC confirmed the Highway Liaison Team have not been involved in any Parish Council training or briefing sessions. Cllr Brown commented that Essex Highways should have attended. Cllr Gili-Ross advised that Cllr Grundy is organising a Highways session for Parish Councils.</p> | |
| 7. | <p>Appendix</p> <p><u>Rangers Report</u> There are some gaps in dates for completion. JH referred the Panel to the new website for Rangers' tasks.</p> <p><i>Shoebridge Hill, Dedham</i> – Cllr Brown advised this is being referred to Cllr Grundy as this is becoming urgent; children cannot walk to school. JH advised there is a large section of this road that is not restricted to 30mph so Rangers may not be able to complete all of the cutting required.</p> <p><u>S106</u></p> <p><i>Tollgate West, Colchester – Passenger Transport infrastructure improvements</i> – This scheme is on hold until planned changes are agreed.</p> <p><i>Tollgate West, Colchester – Pedestrian Improvements</i> - to be removed from the list following Green light for retail park in the area.</p> <p><i>Mill Road, Colchester</i> <i>Action - JH to update Cllr Turrell outside of meeting.</i></p> | JH |

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| | <p><u>Survey spend</u></p> <p><i>Lexden Road, West Bergholt</i> – Cllr Gili-Ross believed this was not being progressed. JH advised it was already completed before last meeting and SC confirmed the VAS is on order.</p> <p><i>LCOL153009 - Westway Underpass, Colchester</i> – JH advised that we are awaiting target cost information.</p> <p><i>LCOL162055 – Colchester Road, Braiswick</i> Action - JH to advise programme date as soon as possible.</p> | |
| 8. | <p>AOB</p> <p>None</p> | |
| 9. | <p>Date of next meeting: 14 December 2017</p> | |