

## BRAINTREE LOCAL HIGHWAYS PANEL MINUTES - 25th June 2020 10.30am

### Virtual Meeting (not held in public)

<b>Chairman:</b>	Councillor R Mitchell (Chairman) (ECC)
<b>Panel Members:</b>	<p>             Councillor J Abbott (ECC)              Councillor Mrs J Beavis (ECC)              Councillor G Butland (ECC) (until 12.07pm)              Councillor S Canning (ECC)              Councillor Mrs W Schmitt (ECC) (until 11.30am)           </p> <p>             Councillor Mrs M Cunningham (BDC)              Councillor P Horner (BDC)              Councillor R van Dulken (BDC)              Councillor Mrs S Wilson (BDC)           </p> <p>             Councillor J Bendall (BALC)              Councillor D Gronland (BALC)              Councillor D Smith (BALC)           </p>
<b>Officers:</b>	<p>             Sonia Church – Highway Liaison Manager, Essex Highways              Jasmine Wiles – Asst. Highways Liaison Officer, Essex Highways              Samir Pandya – Operations Strategy and Policy Manager (BDC)           </p> <p>             Lisa Hinman – Area Manager, North Essex Parking Partnership and Neil Jones – Principal Planner (BDC) were also in attendance.           </p>
<b>Secretariat:</b>	<p>Alison Webb – Governance and Members Officer (BDC)</p> <p>             (ECC - Essex County Council)              (BDC - Braintree District Council)              (BALC - Braintree Association of Local Councils)           </p>

Item		Owner
1.	<p><b>Welcome and Introductions:</b></p> <p>Councillor R Mitchell welcomed everyone to the meeting.</p> <p><b>E-Mail from Essex County Councillor K Bentley - COVID-19 Recovery Measures and Impact on Local Highways' Panels:</b></p> <p>At the commencement of the meeting, reference was made to an E-Mail which had been sent by Councillor K Bentley, Essex County Council's Cabinet Member for Infrastructure, to the Chairmen of the</p>	

	<p>Local Highways' Panels on 24th June 2020. This had been circulated to the Members of Braintree Local Highways Panel in advance of the meeting.</p> <p>In the E-Mail, Councillor Bentley made reference to the County Council's COVID-19 recovery measures, known as 'Safer, Greener, Healthier Routes' and how these would have an impact on Local Highways' Panels in the immediate future. In particular, it was reported that Essex Highways' Officers assigned to delivering schemes for the Panels were now working on the recovery measures. As such, work on the Panels' schemes had been put on hold. Work was not currently taking place on the validation of proposed schemes and, in addition, speed and volume surveys were not being carried out as restrictions associated with COVID-19 meant that current traffic levels were not truly representative of normal traffic flows.</p> <p>New scheme requests could still be submitted and the Highways' Officers would recommence work on the Panels' schemes as soon as possible. It was anticipated that all schemes for which funding had been allocated could be delivered in the 2020/21 financial year and all scheme requests would be validated before the Panels met in Spring 2021 to commission their future programmes. Those schemes which required a Traffic Regulation Order might be delayed due to timescales in the legal process and because staff who process such Orders were supporting the 'Safer, Greener, Healthier Routes' initiative. Highways Liaison Officers, who were also supporting the initiative would be able to provide information to each Panel about any approved schemes which might be affected by the interim arrangements.</p>	
2.	<p><b>Apologies for Absence, Declarations of Interest and Public Questions:</b></p> <p><b>Apologies for Absence:</b></p> <p>Apologies for absence were received from Councillor D Louis (ECC).</p> <p><b>Declarations of Interest:</b></p> <p>There were no interests declared.</p> <p><b>Public Questions:</b></p> <p>The meeting was not held in public, but there was one statement made. This had been submitted in writing by Dr G Goundry in advance of the meeting and it related to highway safety issues and the speed of traffic at Ashes Road and Long Green, Cressing. The</p>	

	<p>statement was read to the Panel by Alison Webb, Governance and Members Officer (BDC)</p> <p>Members of the Panel considered Dr Goundry's statement. Although it was noted that a change to the speed limit at this location did not meet the requirements of Essex County Council's strategy, it was agreed that a report should be submitted to a future meeting of the Panel about the specific issues affecting the site and any action which could be taken to address these. It was noted that a speed survey would be required before the report could be submitted. However, such a survey could not be carried out at the present time as the impact of COVID-19 meant that staff resources had been diverted to other work, and because current traffic levels/speeds were not truly representative of normal traffic flows.</p> <p><b>DECISION:</b> That a report be submitted to a future meeting of the Panel about the specific issues relating to highway safety and the speed of traffic at Ashes Road and Long Green, Crossing and what action could be taken to address these.</p> <p><b>Action By: Jasmine Wiles, Essex Highways – To arrange for a report to be submitted to a future meeting of the Panel.</b></p>	(HLO)
3.	<p><b>Minutes:</b></p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 3rd April 2020 were approved as a correct record, subject to the deletion of Minute 5 – 'Funded Schemes 2019/20' as the progress report on schemes contained within the Panel's programme of work for 2019/20 had not been discussed.</p> <p><i>Consideration had been given to 'Schemes Awaiting Funding' from the Panel's budget and Members of the Panel had been requested to recommend schemes for inclusion in the Panel's programme of work for 2020/21. A schedule of possible schemes had been circulated separately. Members had been advised that the Panel's capital budget for 2020/21 was £407,789 from which £196,500 had been allocated to 'safer roads' schemes and £186,000 to other schemes leaving £25,289 for the Panel to commission in June 2020. The Panel's recommendations on this matter are recorded in Minute 6 of the meeting held on 3rd April 2020.</i></p>	
4.	<p><b>Matters Arising from the Minutes of the Previous Meeting:</b></p> <p>There were no matters arising from the Minutes of the previous meeting.</p>	

<p><b>5.</b></p>	<p><b>Funded Schemes 2019/20 and 2020/21:</b></p> <p>Consideration was given to a report on the Panel's Funded Schemes for 2019/20 and 2020/21, which had been recommended for approval.</p> <p>The report provided an update on the current position of all schemes in the 2019/20 and 2020/21 programmes of work.</p> <p>The budget summary for 2020/21 showed a total capital budget of £407,789. From this, £196,500 had been allocated to 'safer roads' schemes and £186,000 to other schemes. At the time of publishing the report, a sum of £25,289 remained available for allocation from the budget, but this subsequently increased to £36,000 due to the cancellation of some schemes (Minute 6 refers).</p> <p><b>DECISION:</b> That the report be noted.</p>	
<p><b>6.</b></p>	<p><b>Schemes Awaiting Funding:</b></p> <p>Consideration was given to a report on 'Schemes Awaiting Funding' from the Panel's budget.</p> <p>It was reported that a sum of £36,000 had become available due to the cancellation of some schemes and Members of the Panel were requested to recommend new schemes for inclusion in the Panel's programme of work for 2020/21.</p> <p>Members of the Panel were reminded that at the last meeting specific reference had been made to 'Quiet Lanes' schemes, many of which had been assessed and met the criteria for implementation. The Panel had been advised that it would not be possible to implement any of these schemes during the current coronavirus pandemic as they required public consultation, including the holding of public meetings. Nevertheless, the Panel had acknowledged that 'Quiet Lanes' were important and had agreed that if surplus funds became available these should, if possible, be allocated to the implementation of one or two of the schemes, subject to public consultation being possible. Members of the Panel reiterated the decision to progress some 'Quiet Lanes' schemes and it was suggested that, where possible, these should be implemented in chronological order and that requisite public consultation could be carried out by virtual means. It was proposed that advice should be sought from Paul Turner, Essex County Council's Monitoring Officer, on whether this would be possible.</p> <p><b>Action By: Sonia Church, Essex Highways – To seek advice from Paul Turner, Essex County Council's Monitoring Officer, on whether it would be possible to carry out public consultation on proposed 'Quiet Lanes' schemes virtually.</b></p>	<p>(HLM)</p>

	<p>In discussing this report, it was noted that Members of Essex County Council could assign part, or all of their 'community grant' allocation towards funding a scheme(s) within the Panel's approved programme of work. It was proposed that if Members decided to do this, reference should be made to their contribution in future reports to the Panel.</p> <p><b>Action By: Jasmine Wiles, Essex Highways – To include information in future reports to indicate where Members of Essex County Council have contributed part, or all, of their 'community grant' allocation towards funding a scheme(s) in the Panel's approved programme.</b></p> <p>When considering scheme LBRA204001, which related to a proposed cycle route / walk way between Earls Colne and Kelvedon Members of the Panel were advised about the 'Essex Cycle Action Plan' and the 'Braintree Cycle Action Plan'. These documents provided information about existing and proposed cycle routes in the Braintree District and they could be viewed on Essex County Council's website. The Plans would be updated to include details of the proposed Earls Colne to Kelvedon route and it was agreed that a link should be sent to Members of the Panel to enable them to view the documents on the website.</p> <p><b>DECISION:</b></p> <p>(1) That the following schemes be recommended for approval, subject to the specific comments denoted:-</p> <p><u>Traffic Management</u></p> <p>LBRA192040 - Replacement of existing fingerpost, Pods Lane, close to Piccotts Lane, Great Saling Estimated Cost: - £5,000 (The Panel agreed to allocate £4,000 towards the funding of this scheme and Councillor G Butland agreed also to allocate £1,000 from his Essex County Council 'Community Grant' allocation)</p> <p>LBRA162029 - Quiet Lane, Water Lane, Shalford Estimated Cost:- £5,000 (Essex County Council's Chief Executive to be advised that this scheme has been recommended for approval)</p> <p>LBRA162027 - Quiet Lanes on all three roads at Lamb Lane, Innham Hill and Southey Green, Sible Hedingham Estimated Cost:- £6,500</p>	(HLO)
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	LBRA182016 – no through road signage, Kenworthy Road, Braintree Estimated Cost:- Not known	
<b>7.</b>	<p><b>Any Other Business:</b></p> <p>At the close of the meeting it was reported that Jasmine Wiles, Asst. Highways Liaison Officer, might be taking up a new role within Essex Highways. Although it was hoped that Jasmine would be able to attend the next meeting of the Panel, the Chairman wished to record that Jasmine had done a fantastic job as the Liaison Officer for the Braintree District and that she had won many hearts. Other Members of the Panel concurred with these comments.</p> <p>There was no other business.</p>	
<b>8.</b>	<p><b>Date of Next Meeting:</b></p> <p>It was noted that the next meeting of Braintree Local Highways Panel was scheduled to take place on Thursday, 17th September 2020. The start time is to be confirmed.</p> <p>The meeting commenced at 10.30am and closed at 12.22pm.</p> <p style="text-align: center;">Councillor R Mitchell (Chairman)</p>	

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