

# Minutes

## Braintree District Local Highways Panel

(Comprising representatives of:-

Essex County Council  
Braintree District Council  
Braintree Association of Local Councils)

30th March 2017

### Present:-

Councillor R Mitchell (Vice-Chairman in the Chair)	Braintree District Council
Councillor J Abbott	Braintree District Council
Councillor J Bendall	Braintree Association of Local Councils
Councillor Mrs M Cunningham	Braintree District Council
Councillor P Horner	Braintree Association of Local Councils
Councillor D Smith	Braintree Association of Local Councils
Vacancy	Essex County Council

### Officers

Sonia Church - Essex Highways  
Matt Valentine - Essex Highways  
Jasmine Wiles - Essex Highways  
Samir Pandya - Braintree District Council  
Alison Webb – Braintree District Council

Apologies for absence were received from Councillor D Gronland (Braintree Association of Local Councils), Councillor Lady Newton (Essex County Council), Mr P Partridge (Braintree District Council), Councillor R Walters (Essex County Council) and Councillor Mrs S Wilson Braintree District Council.

### 1 **DECLARATIONS OF INTEREST**

There were no interests declared.

### 2 **MINUTES**

**DECISION:** That the Minutes of the meeting of Braintree District Local Highways Panel held on 19th January 2017 be approved as a correct record and signed by the Chairman.

### 3 **MATTERS ARISING**

#### **INFORMATION:**

Minute 3 - Matters Arising – Braintree Cycleway Schemes  
(Scheme IT753 – cycleway at John Ray Park, Braintree)

Proposed cycleway designs were circulated at the meeting. Officers had not considered these in detail, or discussed them with Jacobs.

**Action By: Jasmine Wiles, Essex Highways. To circulate the cycleway designs to Members of the Panel.**

Minute 5 – Schemes for Consideration by the Panel

(Scheme LBRA142006 - carriageway widening, installation of footpath and new kerbing at the B1018 Braintree Road, Cressing)

It was reported that a planning application for the development of adjoining land had not been submitted to Braintree District Council's Planning Committee to date as issues relating to a proposed Section 106 Agreement were being discussed. Members of the Panel expressed concern about on-going delays and agreed that urgent maintenance work was required.

**Action By: Sonia Church, Essex Highways. To request Essex County Council's Maintenance Manager to implement maintenance work on site as previously reported to Councillor Abbott (Braintree District Council).**

Minute 5 – Schemes for Consideration by the Panel

(Scheme LBRA162044 – Provision of a pedestrian crossing at Church Hill, Earls Colne)

It was reported that Essex Highways Officers had met on site with Councillor Bendall, Chairman of Earls Colne Parish Council. Details of the cost of the work would be calculated.

Minute 5 – Schemes for Consideration by the Panel

(Quiet Lanes' Designation - Calculation of Costs)

Members of the Panel were advised that information had not been forwarded to Silver End Parish Council regarding costs associated with the designation of Quiet Lanes as problems were currently being experienced County-wide regarding the implementation of Quiet Lanes and the cost implications.

Minute 5 – Schemes for Consideration by the Panel

(Scheme LBRA168002 – Improvements to Footpath 19, Hatfield Peverel)

The Panel was informed that an Essex Highways Public Rights of Way Officer had recommended a 'black top' for this path as it was located in an urban area, the footpath was well-used, and a long-term solution was required. Details of the scheme were attached to the Agenda. Members of the Panel expressed concern that weeds could break through the 'black top' surface and suggested that it could be laid across a restricted width of the path, or alternatively that 'fines' could be used as a surface treatment.

**Action By: Jasmine Wiles, Essex Highways agreed to ascertain whether the proposed 'black top' surface could be reduced in width, or if 'fines' could be used as a surface treatment instead.**

Minute 6 - Programme of Schemes - Already Recommended for Approval/Programmed for Delivery

It was reported that a reply had been sent by Councillor Johnson, Cabinet Member for Infrastructure, in response to an E-Mail circulated by Councillor D Smith of Braintree Association of Local Councils prior to the last meeting.

4 **QUESTION TIME**

**INFORMATION:** There were no questions asked, or statements made.

5 **SCHEME UPDATE – B1018 BRAINTREE ROAD, CRESSING**

**INFORMATION:** This matter was discussed under Item 4 – Matters Arising (Minute 3 refers)

6 **PANFIELD LANE, JUNCTION WITH AETHERIC ROAD AND RAYNE ROAD, BRAINTREE (Scheme LBRA152042 – One-Way Traffic Regulation Order)**

**INFORMATION:** Members were reminded that in the 2014/15 financial year, the Braintree Local Highways Panel had recommended that a feasibility study be carried out to investigate the existing one-way system at Panfield Lane between its junctions with Aetheric Road and Rayne Road, Braintree on the basis that many drivers were ignoring no-entry signs.

Following investigation, it was proposed that a one-way Traffic Regulation Order should be introduced along this stretch of Panfield Lane. The scheme had been progressed for implementation in the 2015/16 financial year. However, following consultation four objections had been received from residents and owners of businesses in Panfield Lane. One of the objections listed a number of businesses that would be affected by the proposal. In order to progress the scheme, the Cabinet Member for Infrastructure would be required to approve it. Members of the Panel were requested to indicate whether they wanted the scheme to progress further.

In discussing this matter, reference was made to proposed alterations to the junction at Aetheric Road, Pierrefitte Way and Rayne Road, Braintree. In the circumstances, it was agreed that the Panfield Lane scheme should be held in abeyance until it was known what works would be taking place at the major junction.

**DECISION:** That scheme LBRA152042 – One-Way Traffic Regulation Order, Panfield Lane between its junctions with Aetheric Road and Rayne Road, Braintree be held in abeyance pending the receipt of further details regarding junction alterations at Aetheric Road, Pierrefitte Way and Rayne Road, Braintree.

7 **PROGRAMME OF SCHEMES - ALREADY RECOMMENDED FOR APPROVAL/PROGRAMMED FOR DELIVERY**

**INFORMATION:** Consideration was given to a report setting out a programme of schemes which the Panel had recommended for approval. The programme included those schemes for which work had subsequently been agreed, cancelled,

or recently completed. The report included a table which showed the number of schemes per category which had been completed, or for which funding had been recommended and were either being progressed within the 2016/17 financial year, or scheduled for work in the 2017/18 financial year.

Members were advised that the capital budget for Braintree District Local Highways Panel for 2017/18 would remain the same as for 2016/17 at £407,789. It was proposed that a rolling programme of highway improvement works amounting to £550,000 should be taken forward. Members were advised that schemes with a value of £286,500 had already been approved and had been re-profiled for completion in the 2017/18 financial year, that £30,000 had been allocated to a cycleway scheme for Vernon Way to Blackwater Way, Braintree, that £28,000 would be required for casualty reduction schemes and that at the last meeting of the Panel schemes to the value of £219,500 had been recommended for approval. This meant that the budget had been allocated in full.

In discussing this Item, specific reference was made to the following schemes:-

LBRA134004 Braintree town - signage

It was noted that this scheme had been cancelled and that it would be progressed via the cycling strategy.

LBRA142020 Colneford Hill/Colne Park Road, White Colne – Installation of kerbing  
LBRA142021 Village Green, White Colne – Installation of kerbing

It was reported that the ownership of the village green had been established. However, the land had been designated as a village green and an application to remove this protection would have to be made to the appropriate Secretary of State before any work could be carried out. It was unlikely that an application would be approved unless it could be shown that steps had already been taken to implement the work within land designated as highway. Possible improvement measures were currently being considered. In the circumstances, it was proposed that these schemes should be held in abeyance.

LBRA152060 Ashton's Corner, B1053 Braintree Road j/w Panfield Road and Church End, Panfield - Reduction in number of 'arms' at the junction and installation of kerbing

It was reported that this scheme, which had been approved for implementation in 2015/16, had slipped in the programme and it was proposed that it should be funded in the 2017/18 financial year.

LBRA152070 Oak Road, Rivenhall – Installation of HGVs signage

It was reported that following the receipt of an objection, Essex County Council's Cabinet Member for Infrastructure had determined that this scheme should not proceed. However, Councillor Abbott had 'called in' the decision, which had subsequently been withdrawn by the Cabinet Member. Whilst it was anticipated that this matter might be resolved by improvements to the A12, the current situation on site remained very dangerous. The matter was currently being considered by Essex County Council's Legal Department.

LBRA161002 A1124, South of Church Hill, Earls Colne - Relocation of central island and 'build-out' to kerbs

The schedule indicated that this scheme had been completed. However, Earls Colne Parish Council had written to Essex Highways highlighting that some matters

were outstanding. These would be dealt with.

LBRA161004 Halstead Road j/w Queen Street, (Braintree Corner), Sible Hedingham – Relocation of existing advanced ‘give way’ signage, replacement of existing junction and reconfiguration to normal junction  
It was agreed that, as this scheme did not meet new criteria for Casualty Reduction Schemes, it should be removed from the 2017/18 programme and added to the Potential Schemes List as a traffic management scheme.

LBRA162015 (and LBRA172001 - design), Cressing Road, South of Stubbs Lane, Braintree – Feasibility study for installation of signal crossing  
It was reported that a PV2 survey had been undertaken at the crossing location, the result of which showed that the existing refuge crossing was being used regularly and that the criteria for a signalised crossing had been met.

Initial investigations indicated that the installation of a puffin crossing was feasible in the vicinity of the existing refuge crossing, but it would have to be located further South-East of the Stubbs Lane junction to meet national design guidance. The existing crossing point and refuge island would have to be removed. Detailed investigation of equipment belonging to utility organisations, together with a specialised traffic speed survey would be required as part of the design process in order to determine the location of equipment. It was estimated that the cost of installing a puffin crossing at the site would be £130,000.

Members agreed that a video survey should be carried out on site and the matter reconsidered at a future meeting of the Panel.

Vernon Way to Blackwater Way, Braintree - Installation of Cycleway  
It was reported that this scheme would be funded from the Panel’s budget for 2017/18.

LBRA162004 Chipping Hill Bridge, Chipping Hill j/w Powers Hall End, Witham - Detailed design for the removal of two courses of bricks from the bridge to lower the parapet; relocation of the existing street light column and replacement; re-alignment of the existing pedestrian barrier; lowering or removing the top timber rail of the return fencing to the parapet; replacement of the timber rails of the footbridge.  
At the last meeting of the Panel it had been suggested that consideration should be given to altering the position of the stopping point in advance of the bridge. This would be investigated.

LBRA162010 Mill Lane/Guithavon Valley, Witham – Improvements to signage, lining and mini-roundabouts.  
It was agreed that improvement measures recently completed in Guithavon Valley, Witham by North Essex Parking Partnership should be monitored and that, if necessary, scheme LBRA162010 should be given priority for implementation in 2018/19.

In discussing this Item, it was agreed that details of schemes contained within the schedule, which were considered to be of priority for funding from the 2017/18 budget, should be circulated to Members of the Panel. If agreed by Members, it would be recommended that these schemes be taken forward for implementation.

## **DECISION:**

- (1) That the programme of schemes recommended for approval at previous meetings of the Panel be noted.
- (2) That schemes LBRA142020 Colneford Hill/Colne Park Road, White Colne – Installation of kerbing and LBRA142021 Village Green, White Colne – Installation of kerbing be held in abeyance pending the consideration of possible alternative improvement measures.
- (3) That scheme LBRA161004 Halstead Road j/w Queen Street, (Braintree Corner), Sible Hedingham – Relocation of existing advanced ‘give way’ signage, replacement of existing junction and reconfiguration to normal junction be deleted from the programme as it does not meet new criteria for Casualty Reduction Schemes.
- (4) That, with regard to scheme LBRA162015 (and LBRA172001 - design), Crossing Road, South of Stubbs Lane, Braintree – Feasibility study for installation of signal crossing, a video survey be carried out on site and the matter reconsidered at a future meeting of the Panel.
- (5) That details of schemes contained within the schedule, which it is considered should be given priority for funding from the 2017/18 budget be circulated and, if supported by Members of the Panel, these schemes be recommended for implementation.

## **8 SCHEMES FOR CONSIDERATION BY THE PANEL**

**INFORMATION:** Consideration was given to a report containing a schedule of possible schemes.

As the Panel’s budget for 2017/18 had been allocated and a rolling programme of work drawn up, it was proposed that no more schemes should be recommended for approval. However, it was agreed that schemes which had been categorised as ‘red’ and against Essex County Council criteria should be removed from the possible schemes list.

**DECISION:** That it be recommended that the following schemes be removed from the list of possible schemes:-

### Traffic Management

Reference 6 - Extension of 40mph speed limit by around 300m, B1024 Coggeshall Road, South of America Road, Earls Colne

LBRA152138 - Installation of traffic calming measure, Church End, Shalford

Reference 17 - Installation of a SID to warn of the speed limit, North End Road, Little Yeldham

(It was noted that this scheme, which had been denoted on the schedule of schemes as ‘v’ (in validation) should be denoted ‘r’ (against Essex County Council criteria))

Reference 25 - Traffic calming measures, Hedingham Road, South of Box Mill Lane, Halstead

LBRA162054 - Improved visibility at the roundabout, realignment of 'keep clear' markings and possible extension of two lanes leading to the roundabout from Springwood Drive, Springwood Drive, Braintree

LBRA162059 - Signage, Notley Cross, Black Notley

LBRA162060 – Signage, School Lane, Long Melford

Reference 31 - Traffic calming measures, St James's Street, Castle Hedingham

LBRA162063 - Traffic calming measures, Lucking Street, Great Maplestead

Reference 35 – Implementation of weight restriction, The Street/Church Road, Bradwell

Reference 37 – Introduction of 40mph speed limit, Station Road, White Colne

Reference 41 – Traffic calming measures, Nunnery Street, Castle Hedingham

## 9 **SECTION 106 AGREEMENT – PROGRESS UPDATE**

**INFORMATION:** Consideration was given to a report on the progress of three schemes which were being funded via Agreements under Section 106 of the Town and Country Planning Act 1990.

The schemes were HB13017 (BTE171) – extension of layby at A1017, Sturmer (completed); HB14003 (BTE1229) – junction improvements at Rose Hill/Station Approach/South Street, Braintree; and HB16022 – infrastructure improvement works in vicinity of site, Maltings Lane (Bentons Park), Witham (completed).

**DECISION:** The progress report was noted.

### Additional Items

## 10 **HIGHWAY RANGERS**

**INFORMATION:** It was reported that a new process would be introduced with effect from April 2017 enabling the submission of requests via E-Mail for work to be carried out by the Highway Rangers. Details of the process and the E-Mail address to which requests should be sent would be circulated to Members of the Panel.

**DECISION:** The verbal report was noted.

**Action By: Jasmine Wiles, Essex Highways. To circulate to Members of the Panel details of the process and E-Mail address for logging work to be carried out by the Highway Rangers.**

11 **LOCAL HIGHWAYS PANEL - TERMS OF REFERENCE AND MEMBERS' GUIDE**

**INFORMATION:** It was reported that new Terms of Reference for the Local Highways Panels had been agreed and would be introduced with effect from the Panel's next meeting. The Terms of Reference stipulated that the Chairman of the Panel should be an elected Member of Essex County Council who would be appointed by Essex County Council's Cabinet Member for Infrastructure; that the membership of the Panel should be based on the political balance of Essex County Council; that Members should be elected Members of Essex County Council and Braintree District Council only, not Parish/Town Council representatives; and that Public Question Time would not be permitted. If a Panel wished to include representatives of Parish/Town Councils within its membership, the Chairman of the Panel would be required to write to the Cabinet Member for Infrastructure to request this.

It was reported also that there had been significant changes to the Local Highways Panels' Members' Guide. Councillor Smith agreed to forward his comments/queries on the Guide to Sonia Church so that these may be passed to the appropriate person.

**DECISION:** The verbal report was noted.

12 **DATES OF NEXT MEETINGS OF THE PANEL**

**INFORMATION:** Consideration was given to the dates of forthcoming meetings of Braintree District Local Highways Panel.

**DECISION:** It was noted that meetings of Braintree District Local Highways Panel would take place on:-

6th July 2017  
21st September 2017  
18th January 2018  
29th March 2018

The meeting commenced at 6.00pm and closed at 8.37pm.

Councillor R Mitchell  
(Vice-Chairman in the Chair)