

## BRAINTREE LOCAL HIGHWAYS PANEL MINUTES - 4th April 2019 7.15pm

### Committee Room 1, Causeway House, Bocking End, Braintree

<b>Chairman:</b>	Councillor D Louis (Vice-Chairman in the Chair) (ECC)
<b>Panel Members:</b>	<p>Councillor J Abbott (ECC)  Councillor Mrs J Beavis (ECC)  Councillor S Canning (ECC)  Councillor R Mitchell (from 7.33pm) (ECC)  Councillor Mrs W Schmitt (ECC)</p> <p>Councillor Mrs M Cunningham (BDC)  Councillor R van Dulken (BDC)  Councillor Mrs S Wilson (BDC)</p> <p>Councillor J Bendall (BALC)  Councillor D Gronland (BALC)  Councillor P Horner (BALC)  Councillor D Smith (BALC)</p>
<b>Officers:</b>	<p>Sonia Church – Highways Liaison Manager, Essex Highways  Jasmine Wiles – Asst. Highways Liaison Officer, Essex Highways</p> <p>Lisa Hinman, Area Manager for North Essex Parking Partnership, was 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 D Louis welcomed everyone to the meeting.</p> <p>Councillor Louis reported that Councillor Mrs J Beavis had stepped down as Chairman of Braintree Local Highways Panel and that Councillor Bentley, Essex County Council's Cabinet Member for Infrastructure, would be appointing a new Chairman. Councillor Louis stated that as the Vice-Chairman of the Panel he would be Chairing this meeting. Councillor Louis thanked Councillor Mrs Beavis for her work as the Chairman.</p>	

<p><b>2.</b></p>	<p><b>Apologies for Absence and Declarations of Interest:</b></p> <p><b>Apologies for Absence:</b></p> <p>An apology for absence was received from Councillor G Butland (BDC).</p> <p><b>Declarations of Interest:</b></p> <p>There were no interests declared.</p>	
<p><b>3.</b></p>	<p><b>Public Questions:</b></p> <p>The following statements were made:-</p> <p>A statement was made by Councillor J Bond on behalf of White Colne Parish Council regarding Scheme LBRA142020 – Design for the installation of kerbs, Colneford Hill / Colne Park Road, White Colne This matter was discussed under Agenda Item 7 – Potential Schemes List (Minute 7 refers).</p> <p>A statement was made by Councillor P Collett on behalf of Gestingthorpe Parish Council regarding Scheme LBRA182023 – Installation of a Vehicle Activated Sign (VAS), Audley End, Gestingthorpe It was agreed that this Scheme should be recommended for approval (Minute 7 refers).</p> <p>A statement was made by Councillor H Bass, Maldon District Councillor and Wickham Bishops Parish Councillor regarding Scheme LBRA172015 – Request to change part-time traffic signals to 24 hour signals, Maldon Road j/w Blue Mills Hill, Witham It was noted that this Scheme had been categorised as ‘red’ as it would give priority to a side road over a ‘B’ road and might not be effective. However, it was agreed that the Scheme should be investigated further on the basis that the traffic signals do not operate 24 hours, but for extended hours to cover peak traffic flows; that signage and white lining are not required; and that the cost allocation is reduced to £10,000. (Minute 7 refers).</p>	
<p><b>4.</b></p>	<p><b>Minutes:</b></p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 4th February 2019 were approved as a correct record and signed by the Vice-Chairman in the Chair.</p>	
<p><b>5.</b></p>	<p><b>Matters Arising from Minutes of the Previous Meeting:</b></p> <p>It was reported that all action points which had been recorded at the</p>	

	<p>meeting of Braintree Local Highways Panel held on 4th February 2019 had been dealt with and updates were provided.</p> <p>The following matters were raised:-</p> <p><u>Minute 7 – Approved Works Programme (Approved Schemes for Delivery 2018/19)</u></p> <p>It was reported that information about scheme costs could be provided to Members of the Local Highways Panel, but that it could not be sent in advance of the Panel’s meetings, nor published on the Braintree District Council, or Essex County Council websites. Information regarding financial out-turns would be reported to the next meeting of the Panel.</p> <p><u>Minute 8 – Potential Schemes List (Scheme LBRA168001 – Improvements to byway 3, Pentlow and Scheme LBRA168003 – Improvements to byway 43, Steeple Bumpstead)</u></p> <p>It was reported that both Pentlow and Steeple Bumpstead Parish Councils had confirmed that they wanted these schemes to go ahead and to be funded and that they should not be removed from the Potential Schemes List.</p>	
<p><b>6.</b></p>	<p><b>Approved Works Programme:</b></p> <p>Consideration was given to a report setting out a programme of schemes which the Panel had recommended for approval. The report provided an update on the current position of all schemes which had been recommended for inclusion in the 2018/19 programme of work. The report included details of approved Direct Delivery schemes; approved schemes which were on hold; and provisionally approved schemes for delivery in 2019/20. The schemes denoted in ‘green’ had been completed; and those denoted in ‘yellow’ were to provide an update to the Local Highways Panel.</p> <p>In a further update, it was reported that schemes LBRA181005, LBRA181006, LBRA162036, LBRA173005, LBRA175001, LBRA162004, LBRA162076, LBRA162065, LBRA172041, LBRA182002, LBRA182007, LBRA173008, LBRA185001, LBRA185002, LBRA185003, LBRA172027, LBRA162071 and LBRA183001 had been completed and that scheme LBRA182020 was almost complete.</p> <p><b>DECISION:</b></p> <p>(1) That it be recommended that the following scheme on the 2018/19 Approved Works Programme be rolled over for completion and funding in the 2019/20 financial year:-</p>	

	<p><u>Safer Roads</u></p> <p>LBRA181007 – Design work for possible improvements to, or removal of the Bennett island, B1018 Witham Road, Temple Lane, Cressing Estimated Cost:- £15,000</p> <p>(2) That it be recommended that the following scheme, which is currently ‘on hold’ be added to the Panel’s Potential Schemes List:</p> <p><u>Traffic Management</u></p> <p>LBRA142021 - Installation of kerbs around the Colne Park Road section of the Village Green, Village Green, White Colne Estimated Cost:- Not known</p> <p>(3) That it be recommended that the following schemes which are currently on the Provisionally Approved Works Programme for 2019/20 be removed from the Programme as these are to be funded from a separate budget:-</p> <p><u>Traffic Management</u></p> <p>LBRA182026 - Request for ‘20’s Plenty’ scheme, Pebmarsh Road, Pebmarsh Estimated Cost:- £7,000</p> <p>LBRA182027 - Lining, signing and other measures, The Street and surrounding areas, Pebmarsh Estimated Cost:- £12,500</p>	
<p><b>7.</b></p>	<p><b>Potential Schemes List:</b></p> <p>Consideration was given to a report containing a list of potential schemes. Members of the Panel were requested to recommend schemes for inclusion in the 2019/20 programme and to highlight schemes which could be removed from the list.</p> <p>In an update to the report, it was stated that the Panel’s budget allocation for 2019/20 was £407,789. It was anticipated that £7,000 of this sum would be required for schemes which had been agreed provisionally and that £87,500 would be required for safer roads schemes. On this basis, a sum of £313,289 remained available for allocation. The total value of unallocated schemes on the potential schemes list was £586,500.</p> <p>It was reported that in the financial year 2018/19, the ‘Direct Delivery Team’ had achieved cost savings for the Local Highways Panel by</p>	

	<p>carrying out smaller scale works. In order to continue with these savings, it was proposed that 10% of the Panel's budget for 2019/20 should be allocated for the completion of schemes on the Potential Schemes List which had been requested by an Essex County Council Member; met the criteria for implementation; and could be delivered quickly by the 'Direct Delivery Team'. The Chairman of the Panel would be requested to approve such schemes.</p> <p>(1) That 10% of the Panel's budget for 2019/20 be allocated to schemes to be carried out by the 'Direct Delivery Team', subject to the scheme request being received from an Essex County Council Member; to it meeting the criteria for implementation; to it being delivered quickly; and to it being approved by the Chairman of the Panel.</p> <p>(2) That the following schemes be recommended for approval, subject to the specific comments denoted:-</p> <p><u>Traffic Management</u></p> <p>LBRA162020 – Feasibility study into the installation of a layby, Finchingfield Road, Steeple Bumpstead Estimated Cost:- £6,500</p> <p>LBRA162072 – Dropped kerbs and footway improvements, Colchester Road, close to Nether Court, Halstead Estimated Cost:- £10,000</p> <p>LBRA172010 – Feasibility study into the provision of a dedicated left hand lane from Colne Road to the A120 (Colchester bound), Coggeshall Estimated Cost:- £6,500</p> <p>LBRA172015 – (Request to change part-time traffic signals to 24 hour signals, Maldon Road j/w Blue Mills Hill, Witham Estimated Cost:- £14,000) It was agreed that this Scheme should be investigated further and a report submitted to a future meeting on the basis that the traffic signals are not 24 hour, but operate over extended hours to cover peak traffic flows; that signage and white lining are not required; and that the cost allocation is reduced to £10,000.</p> <p><b>Action By: Jasmine Wiles, Essex Highways. To investigate whether the hours that the traffic lights operate may be extended to cover peak traffic flows and to report back to the Panel.</b></p> <p>LBRA172016 – Land negotiations into the provision of signage to indicate which way vehicles should be driven around the informal traffic island, Mitchells Avenue, Halstead</p>	<p>(HLO)</p>
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	<p>Estimated Cost:- £2,000</p> <p>LBRA172036 – Land negotiations into the provision of a salt bin, Old Challis Rise, Rayne Estimated Cost:- £2,000</p> <p>LBRA142006 – (Carriageway widening, installation of footpath and new kerbing, B1018 Braintree Road, Cressing Estimated Cost:- £245,000) It was agreed, as an interim measure, that costs should be obtained and work carried out to improve the surface of the footpath and that the sum of £15,000 should be allocated to this. <b>Action By: Jasmine Wiles, Essex Highways. To obtain costs for and to implement improvements to the surface of the footpath up to the value of £15,000.</b></p> <p>LBRA182023 – Installation of a Vehicle Activated Sign (VAS), Audley End, Gestingthorpe Estimated Cost:- £10,500</p> <p>LBRA182024 – Provision of ‘20’s Plenty’, Vicarage Road, Finchingfield Estimated Cost:- £6,500</p> <p>LBRA182028 – (Installation of additional grasscrete (Phase 2), Valentine Way, Silver End Estimated Cost:- £112,000) It was agreed that Phase 2 should be undertaken in two parts, in liaison with Councillor Abbott and Silver End Parish Council, subject to a reduced budget sum of £61,000 being allocated to Phase 2 (new). The remaining part (Phase 3) to be undertaken at a later date, possibly by the Direct Delivery Team.</p> <p>LBRA162065 – Measures to improve the visibility of the mini-roundabout, A1124 Colchester Road, j/w Fenn Road, Halstead Estimated Cost:- £36,000</p> <p>LBRA162076 – Measures to prevent inappropriate use of one-way system, A131 to Hedingham Road, Bulmer Estimated Cost:- £13,000</p> <p>LBRA172041 – Land negotiations, Kestral Rise, Halstead Estimated Cost:- £500</p> <p>LBRA182002 – Design for the installation of passing places, or amended road layout, Yeldham Road, Sible Hedingham Estimated Cost:- £6,500</p>	<p>(HLO)</p>
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	<p>It was agreed that the budget funding for this scheme should not be allocated until feasibility studies had been sent to the relevant County Member to find out which option was preferred.</p> <p>LBRA182007 – Design for extension of the layby at Syers Field, Blackmore End, Wethersfield Estimated Cost:- £6,500 It was agreed that the budget funding for this scheme should not be allocated until feasibility studies had been sent to the relevant County Member to find out which option was preferred.</p> <p>LBRA142020 – Design for the installation of kerbs, Colneford Hill / Colne Park Road, White Colne Estimated Cost:- £19,500</p> <p><u>Walking</u></p> <p>LBRA173003 – Design for improvement to current footway and installation of dropped crossing and tactile paving, Hill Lane, j/w the A1017, Sturmer Estimated Cost:- £5,000</p> <p>LBRA173005 – Design for the provision of a zebra crossing, outside Templars School, Cressing Road, Witham Estimated Cost:- £6,000</p> <p><u>Passenger Transport</u></p> <p>LBRA175001 – Design for the installation of raised kerbs to aid access to buses by wheel-chair users, High Street, Halstead Estimated Cost:- £4,000</p> <p>(3) That it be recommended that the following schemes be put on hold:-</p> <p><u>Public Rights of Way</u></p> <p>LBRA168001 – Improvements to byway 3, Pentlow Estimated Cost:- £39,000</p> <p>LBRA168003 – Improvements to byway 43, Steeple Bumpstead Estimated Cost:- £45,500</p> <p>(4) That it be recommended that the following schemes, the status of which has been assessed as ‘red’ as they do not meet the criteria, remain on the list of potential schemes.</p>	
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	<p><u>Traffic Management</u></p> <p>LBRA162022 - Feasibility study for 20mph zone/limit, Valentine Way and School Road, Silver End Estimated Cost:- Not known</p> <p>LBRA162023 - Feasibility study for 20mph zone/limit, Grooms Lane and all of the Daniel Way Estate, Silver End Estimated Cost:- Not known</p> <p>LBRA162043 - Feasibility study for 20mph zone/limit, Tye Green, Cressing Estimated Cost:- Not known</p> <p>LBRA162064 - Feasibility study for 20mph zone/limit, Francis Way j/w Broadway, Silver End Estimated Cost:- Not known</p> <p>(5) That it be recommended that the following schemes be removed from the list of potential schemes:-</p> <p><u>Traffic Management</u></p> <p>LBRA162017 – Installation of a Vehicle Activated Sign (VAS) for South-bound traffic, Kelvedon Road, Coggeshall Estimated Cost:- £10,500</p> <p><u>Walking</u></p> <p>LBRA163006 – Completion of design for footway, Boars Tye Road, Silver End Estimated Cost:- £7,000 (It was agreed that this scheme should be removed as it had been provisionally agreed already at the Panel’s meeting held in January 2019 and it featured on the Approved Works Programme).</p> <p>(6) <u>Walking</u></p> <p>LBRA173006 – Design for the provision of a signal controlled crossing, Cressing Road, South of Stubbs Lane, Braintree Estimated Cost:- £26,000 <b>Action By: Jasmine Wiles, Essex Highways. To investigate whether the survey considered the provision of other forms of crossing as well as a signal controlled crossing.</b></p>	<p>(HLO)</p>
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8.	<p><b>Appendix:</b></p> <p><b>Highways Rangers:</b></p> <p>Consideration was given to a report on work requests received for the Highways Rangers and the work completed by them for January 2019, February 2019 and March 2019.</p> <p><b>Section 106 Agreements – Progress Update:</b></p> <p>Consideration was given to a report on the progress of the following schemes which were being funded via Agreements under Section 106 of the Town and Country Planning Act 1990.</p> <ul style="list-style-type: none"> <li>- Highway improvements (design) – A131 Mount Hill, Halstead (10002580) (completed)</li> <li>- Highway improvements – A131 Mount Hill, Halstead (ZHB10002580) (completed)</li> <li>- Traffic measures (design) – Crossing (10002827) (completed)</li> <li>- Installation of dropped kerbs (design) – Nether Priors, Halstead (10002802) (completed)</li> <li>- Provision of shared pedestrian/cycleway (design) - Maltings Lane, Witham (10001409) (on hold)</li> </ul> <p><b>Safer Roads:</b></p> <p>It was noted that the following Safer Roads Schemes, which had a total value of £87,500 had been included in the Panel’s work programme for 2019/20.</p> <p>Verge marker posts and signing - Braxted Road, Rivenhall Estimated Cost:- £6,500 (total scheme)</p> <p>Signing and lining - A131 / London Road roundabout, Great Notley Estimated Cost:- £46,000 (total scheme)</p> <p>Verge marker posts and signing - A131 Halstead Road, 385m South of Petersfield Lane, Braintree Estimated Cost:- £6,000 (total scheme)</p> <p>Design work for the provision of a separate right turn phase, Millennium Way, Braintree Estimated Cost:-£8,000 (design)</p> <p>Design work for possible improvements to, or removal of the Bennett island, B1018 Witham Road, Temple Lane, Crossing Estimated Cost:- £21,000 (design)</p>	
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<p>9.</p>	<p><b>Any Other Business:</b></p> <p><b>Braintree Local Highways Panel – Paperwork for Meetings of the Panel:</b></p> <p>It was reported that Jasmine Wiles, Essex Highways Assistant Highways Liaison Officer would be contacting Members of the Panel for their views about distributing documents for meetings of the Panel electronically.</p> <p><b>Braintree Local Highways Panel - Dates of Meetings:</b></p> <p>Members of the Panel expressed concern that the dates of recent meetings of the Panel had been changed, some at short notice.</p>	
<p>10.</p>	<p><b>Dates of Next Meetings:</b></p> <p>The next meetings of Braintree Local Highways Panel will take place on the following dates at 7.15pm.</p> <p>Thursday, 20th June 2019  Wednesday, 25th September 2019  Thursday, 23rd January 2020  Thursday, 26th March 2020</p> <p>The dates of forthcoming meetings would be sent to the Members of the Panel by E-Mail.</p> <p><b>Action By: Jasmine Wiles, Essex Highways. To forward the dates of forthcoming meetings of Braintree Local Highways Panel to Members of the Panel by E-Mail.</b></p> <p>The meeting commenced at 7.15pm and closed at 9.31pm.</p> <p style="text-align: center;">Councillor D Louis  (Vice-Chairman in the Chair)</p>	<p>(HLO)</p>

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