**BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES –**

**5 JULY 2018, MEETING ROOM 2,**

**1-2 SEVEN ARCHES ROAD, BRENTWOOD, ESSEX**

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| **Chairman:**  **Panel Members:**  **Officers:**  **Secretariat:** | Cllr Lesley Wagland (ECC)  Cllr Jon Cloke (BBC – Vice Chairman), Cllr Barry Aspinell (ECC), Cllr David Kendall (ECC), Cllr Louise McKinlay (ECC), Cllr Alison Fulcher (BBC), Cllr Roger Hirst (BBC) and  Cllr Louise Rowlands (BBC)  Dan MacLean – Highway Liaison Officer,  Sonia Church – Highways Liaison Manager  Claire Mayhew – Corporate & Democratic Services Manager  (BBC) |

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| **Item** |  | **Owner** |
| **1.** | **Welcome and Introductions:**  Cllr Wagland welcomed all present and introduced Sarah Adcock, Epping Forest/Castle Point Highways Liaison Officer. |  |
| **2.** | **Apologies for absence and** **Declarations of interest:** Apologies had been received from Cllr Louise McKinley, Cllr Roger Hirst and Sonia Church. There were no declarations interest. |  |
| **3.** | **Minutes of previous meeting:** The minutes of the meeting held on 26 March were agreed to be a correct record. |  |
| **4.** | **Matter arising from the last minutes:**  **Item 8. Section 106 schemes/Highway Rangers work summary:**  Regarding 106 monies, an update was provided on current schemes. Members were advised that some Section 106 monies were being spent by ECC’s major schemes department and that BBC officers could provide further information on S106 schemes with highway elements. This item had been followed to the next meeting.  **Action: Cllr Cloke would ascertain available information from BBC officers and asked for this to be forwarded to the next meeting.**  **AOB:** Representation of Parish Councils at meetings of the Local Highways Panel. Sonia Church to provide information on parish council’s role on other ECC LHP’s to Cllr Bentley at ECC, Cllr Bentley to undertaken an assessment on the role of Local Highways Panels throughout Essex. Cllr Kendall asked for confirmation relating to residents attendance at meetings and whether they are about the speak on items.  **Action: The Chair asked that the panel email her with their views for Cllr Bentley assessments.** | **JC**  **ALL** |
| **5.** | **Indicative Programme List for Schemes Approved:**  An update was provided on the current position of all the schemes recommended for inclusion in the 2017/18 Approved Works Programme.  No charge to the allocation of the Capital Budget for 2018/2019.  Item 5, 6 & 7 – UKPN connection work to be completed, no change from our last meeting. Awaiting on Service Level Agreement from UKPN. Officers to liaise with UKPN to clarify the agreement. Sarah Alcock informed the panel that a service level agreement is in place throughout the County, however with the allocation of new works and emergencies this has caused a backlog.  Item 7: Three Arches & Eastham Estate 20mph limit. Cllr Kendall asked about the possibility of a 20mph speed watch on the Estate. How can this be implemented and will the Police act? Police will not undertake speed patrols on 20mph, and it is unclear whether the Police will prosecute on any evidence provided. Cllr Wagland advice the panel that Cllr McKinlay has the same issue at Woodlands Ave, Hutton. Cllr Rowlands advised that a speed watch was recently undertaken in Chelmsford Road with the assist of Dan Cannon. He will be able to advise of the road is suitable for a speed watch to be undertake and confirm if the Police will enforce.  Item 4: Kelvedon Hatch, Stondon Massey & Nine Ashes – Weight Review. Chair requested that there is a hold on this project whilst Dan Maclean enquires about a further survey to specifically asses HGV movements.  Item 9: A128/A127 (A127 Westbound off slip and A127/A1428 east bound on slip – screening). Design now complete.  Item 10: Kelvedon Hatch, Stondon Massey & Nine Ashes - Weight Limit Signage. As previously discuss above, under Item 4.  Item 12: Thorndon Ave, West Horndon – 30mph signage. Design completed.  Item 15: Bridleway 10 (though Bentley Golf Course) Brentwood – PROW. Preliminary vegetation cutting is currently underway.  Item 17: Tabors Corner, Chelmsford Road, Brentwood – Lane Shortening. Works on scheme is being carried out in conjunction with the parking restriction being installed through SEPP. Therefore, road markings and signage to be installed as the same time.  Item 18: Chafford Gardens, West Horndon. Extra £12,000 has been requested for this scheme. DM has asked for financial information on this increased amount. Justification is required on the budget from Cllr Bentley. Panel to view the reasons before a decision about the funding is made on the scheme.  **ACTION**: **DM to circulate by email to members of the panel for comments.**  Item 26: Pilgrims Hatch to Brentwood Town Centre – Cycle Route and Item 27: Shenfield Road, Shenfield – Cycle Route. There is potential for additional funding, but not a present.  **ACTION: DM to send link to Brentwood Cycle Action plan to panel.**  Item 23: Mill Lane, Blackmore – Bus Stop Relocation. Concerns expressed over the cost of £19,500 for the relocation of bus stop. **ACTION: DM has asked for a financial breakdown.** | **DM**  **DM**  **DM**  **DM** |
| **6.** | **Potential Schemes Budget Summary:** The current potential schemes breakdown is:  Traffic management - £40,200; £7,500 for Passenger Transport and £0 for Walking, Cycling and Public Rights of Way – Total £47,700. |  |
| **7.** | **Potential Schemes List for consideration:** The list before Panel members comprised all Brentwood LHP scheme requests and showed the current status.  Under **Traffic Management,** Item 1related to proposed request for a 20mph/zone at 3 locations within West Horndon Village. Speed Survey has shown speeds are already under 21mph. Therefore, a 20mph speed restriction would not give any additional benefits. No further action required.  **ACTION: DM to review previous speed watch results within Pilgrims Hatch are that were over while over 20mph and no further action was taken.**  Item 2: Kerbing in Bird Lane, Warley. It was agreed to continue with a feasibility study to be undertaken to look at options and produce an estimate cost for the scheme.  Item 4: Sandpit Lane Brentwood – Roundabout Feasibility. Estimate cost would be in the range of £3m. No proposed alternative for the scheme. Other options to reviewed to ease the traffic at the junction.  **ACTION: DM to provide Cllr Aspinell with a written conclusion to inform the residents that a roundabout not been feasible.**  Item 5: Weald Road, Brentwood. Reports of spending vehicles and location of advance signage for the mini roundabout. Speed reviewed southbound at 23.4mph and Northbound at 25.1mph, with no history of accidents. Overhanging vegetation around the traffic signs to be cut back was recommendation with a review of roundabout sign location be undertaken.  **ACTION: DM to supply written conclusion to Cllrs Aspinell, Kendall & Fulcher.**  Item 6: Western Road & Western Ave – HGV’s and Speeding. Complaints from local residents about speeding and class vehicles. Posted speed limit is 30mph, evidence shows good speed compliance. Data shows no accident pattern. Feasibility study to be carried out on mini-roundabout at Western Avenue/North Roads to consider possible improvements. Concerns from the panel on accidents on the build out in Western Ave.  **ACTION: DM to provide more information on the accidents.**  Item 7: The Drive, Warley – speeding and zebra crossing viability. Residents have reported speeding and near miss accidents. Validation shows good speed compliance and no history of accident. Cllr Kendall raised concerns relating to zebra crossing be used to gain access to the new refurbished play area. It was suggested the Safer Essex Partnership may wish to review the site. It was agreed that vegetation is to be cut back.  Item 8: Kings Road/High Street, Brentwood – Signal Phasing. Bus operators in Brentwood have indicated this is getting more difficult for bus to make a right turn due to the phasing of the lights. To was agreed that for a traffic counts and modelling assessment, including design by ITS be carried out.  Item 9: Halls Lane, Shenfield – Sharp bends and 20mph advisory signage. There are two very sharp bends with no footpath. Children walk along carriage to access school and the speed in which some vehicles travel. At present in validation for a 20mph zone, no signage at present. Very bad during school times.  **Walking,** both Item 1 and 2 in the validation period. New submissions will be pick up for the next meeting.  **Passenger Transport,** Item 1 “Crossway” bus stop, Chelmsford Road. Cllr Cloke informed the panel that the vegetation is so bad the bus stop is being pushed forward. Agreed to the recommendation to install a replacement shelter.  **Automatic Traffic Count,** concerns were expressed relating to Eagle Way (Fords), Mascells Lane and Roman Road (two areas). Previous survey on the Roman Road in wrong part of road. **ACTION: DM to update all panel members of the new traffic counts received. Cllr Cloke to send DM a map showing the correct locations on Roman Road.**  Cllr Wagland expressed her concerns about Telephone Box at Wyatts Green.  Cllr McKinlay requested a view on the parking outside Oliver’s Butcher on the Rayleigh Road, Hutton.  Cllr Aspinell together with Ray Hood have been reviewing this for many years. On going issues with the pedestrian and traffic in Sawyers Hall Lane. This is mainly because of the number of schools located in this road.  A number of suggestions have been put forward; from a subway from Brentwood Centre, a new road from Shenfield Road to the back of Merrymeades. These are all very costly. It’s a very serious problem and would like to see a widened pathway being introduced with maybe a fence. | **DM**  **DM**  **DM**  **DM**  **DM/JC** |
| **8.** | **Highway Rangers work summary:**  A summary of works carried out by the Highways Rangers was tabled.  **ACTION: DM to take any issue relating to the summary of work off line.**  **Direct Work Force** an explanation was requested on the work remit and support given to Local Highways Panels. Alternatively, suggestion that this work is carried out through SEPP.  **ACTION: DM to share remit of Direct Work Force with the Panel.** | **DM**  **DM** |
| **9.** | **AOB:** Cllr Kendall inform the panel of residents of Church Lane, Great Warley, concerns that they have been informed about the widening of two lanes on the A127. County/Ward Councillors haven’t been advised of this scheme. Residents would like to discuss their concerns with Councillors. Cllr Wagland suggested a Highways Surgery for selected residents to attend.    **VAS signage** to bereview on the current positions, incorrect height and some haven’t been work since been installed. |  |
| **10.** | **Date of next meeting:** 19th September 2018. Meeting Room 2, Seven Arches Road, Brentwood, Essex. |  |