

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL
MINUTES – 23 JUNE 2020 AT 15:00**

Remote Virtual Meeting via Microsoft Teams

Chairman:	Cllr Andrew Sheldon
Panel Members:	ECC Councillors: Dave Blackwell, Beverley Egan, Peter May and Jill Reeves CPBC Councillors: Alan Acott, Bill Dick, Simon Hart and Tom Skipp CITC Councillor: John Anderson
Officers:	Essex Highways Sarah Alcock - Highway Liaison Officer Sonia Church - Highway Liaison Manager Brad Ellis - Design Engineer CPBC: Trudie Bragg - Head of Environment Stuart Jarvis - Contracts Manager
Secretariat:	Loretta Hill - CBPC Civic Governance Officer

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all present and opened the meeting.	
2.	Apologies for absence and Declarations of interest: Apologies were received from Cllr Blackwell and Cllr May There were no declarations of interest.	
3.	Minutes of meeting held on 28th January 2020 The minutes of the last meeting were agreed as a correct record.	
4.	Matters Arising from Minutes of the previous meeting: There were no matters arising.	
5.	Report on Funded Schemes - Report 1a HLO provided an update on the current position of all the schemes, which the Panel had recommended for inclusion in the 2019/20 programme.	

The 2019/20 budget summary was as follows:

Capital Budget	£228,675
Safer Roads Schemes	£29,750
Total Value of Commissioned Schemes	£219,000
Total (including additional schemes being delivered through savings)	£248,750

The Panel noted the report and comments were made on the following Schemes:

Match Funded Schemes: No comments

Funded Schemes List 2019-20:

LCAS182008 – Hart Road – Zebra Crossing

All works had been completed and the new Belisha beacons were in place however, awaiting power connection. SA was unsure when this would be completed. Cllr BE commented that she had not noticed but mentioned that nothing had happened yet at Woodmans Arms.

SA will check with the relevant department and will inform Cllr BE. There is a delay on UKPN works due to Covid-19.

Chairman – Cllr AS asked, for it to be noted the frustration of panel members that nothing has been done regarding Woodman’s Arms.

LCAS182003 – Canvey Boat Yard, Canvey Road – Bollards

Chairman asked if there was an update on the consultation. SA - This is being taken forward to be completed 2020-21

Report on Funded Schemes - Report 1b

HLO provided an update on the current position of all the schemes, which the Panel recommended for inclusion in the 2020/21 programme.

Capital Budget	£228,675
Safer Roads Schemes	£42,000
Estimated Value of Commissioned Schemes	£144,500
Total	£186,500
Balance remaining	£42,175

	<p><u>LCAS192013 – Benfleet Road Layby</u> A discussion took place surrounding this item.</p> <p>Cllr JR commented that this had been done and there are hardly any cars parking there now. It has had the desired effect. There are no markings yet, but signage is up.</p> <p>TB informed the works were completed by SEPP.</p> <p>BE was not sure if there was much more from an engineering perspective to take forward. Some minor alterations could be made but may not offer much benefit. It needs to be monitored.</p> <p>Chairman asked if there were mechanisms in place to not spend money twice? If not, could one be set up? There is a duplication of work. Also, who is the Councillor representative?</p> <p>SC replied there is no mechanism and there is not a forum at present. Cllr Hart is the Councillor representative for SEPP</p> <p>TB informed work requests going to SEPP come from residents but are supported by the Councillors. There are 2 separate issues; 1. cars parking beyond the layby and 2. objections from shop owners regarding the restrictions. TB to check the agreed parking restrictions.</p> <p>Cllr TS commented that he thought all requests went to ECC.</p> <p>TB - Requests now go direct to SEPP and then out to ECC if there is a safety issue.</p> <p>It was agreed that Cllr JR would monitor this site.</p> <p>SA advised that the budget can be kept for this scheme. Thought needs to be given as to how long you want to review it.</p> <p>TB will check the paper for the works and if the 2 objectives marry up.</p> <p>Cllr BE visited the shops recently. Shop owners want the parking restrictions to go from 1 hour to 2 hours. Previously the Window Shop had more parking and has not had so much business recently and less parking.</p> <p>Panel agreed to review this scheme at the September meeting.</p> <p><u>LCAS162012 Broughton Road, Hadleigh - One-way reversal</u> Due to residents' objections to this scheme Cllr JR and Cllr SH decided to cancel this scheme from the 2020-21 programme.</p>	
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	<p><u>LCAS162063 Parkfields, Hadleigh Parking Bays</u> ECC do not own the land, the land belongs to Castle Point and the legal land negotiations need to be completed this year 2020-21 before any works can commence in 2021-22.</p> <p><u>LCAS172006 Seymour Road j/w The Avenue – NWAAT</u> ECC were going to install a raised table but residents objected, therefore only the NWAAT restrictions will be implemented and site monitored before decision to install raised table.</p> <p><u>LCAS192018 The Weald, Canvey – Kerbing</u> Cllr JA asked for an update on this item.</p> <p>SA informed the panel that this is just being designed and will be programmed as soon as costs have been received. Scheduled for quarter 3 but possibly in quarter 4. Quarter 3 is Oct/Nov/Dec 2020 and quarter 4 is Jan/Feb/Mar 2021.</p> <p>SJ asked to see plans as the refuse team are often accused of causing damage. SA to share plans.</p>											
6.	<p>Report on Schemes Awaiting Funding - Report 2 The schemes awaiting funding list identifies all the scheme requests which have been received for the consideration of the Castle Point Local Highways Panel.</p> <p>Budget summary</p> <table border="1" data-bbox="301 1294 1294 1491"> <thead> <tr> <th>Scheme Type</th> <th>Total Estimated Costs</th> </tr> </thead> <tbody> <tr> <td>Traffic management</td> <td>£219,000</td> </tr> <tr> <td>Walking</td> <td>£TBC</td> </tr> <tr> <td>Passenger Transport</td> <td>£TBC</td> </tr> <tr> <td></td> <td>£219,000</td> </tr> </tbody> </table> <p>Traffic Management</p> <p>SA informed that the schemes in validation requiring surveys due to Covid-19 need to wait until September, when the network returns to some normality when the children return to school.</p> <p><u>LCAS192004 Point Road – Canvey Island Buildouts</u> A recommendation was made for panel to agree to fund this scheme to replace the cancelled Broughton Road scheme, as did not require a Traffic Regulation Order (TRO) to progress the scheme.</p>	Scheme Type	Total Estimated Costs	Traffic management	£219,000	Walking	£TBC	Passenger Transport	£TBC		£219,000	
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	<p>The panel agreed that this scheme would be put forward into the 2020-21 programme.</p> <p><u>LCAS192019 Furtherwick Road and High Street, Canvey - Signage</u> Cllr JA asked how long the validation would take as CITC want to pay for them. SA responded that she should would copy him into an email.</p> <p><u>LCAS192023 – Tarpots London Road, Benfleet – Traffic Management</u> Cllr TS commented that some cables had been cut through. BE confirmed there was a high voltage power cut.</p> <p><u>LCAS192027 – Third Avenue, Northwick Park School – Traffic Management Improvements</u></p> <p>Chairman AS asked if there was a TRO required on this item. SA replied that there was.</p> <p>Walking Schemes</p> <p>Nothing has been validated yet.</p> <p><u>LCAS173004 – Link Road, Canvey – Crossing</u> SA to have a meeting with Cllr PM re: Link Road.</p> <p><u>LCAS183002 - Thorney Bay Road – Zebra Crossing</u> Thorney Bay may need to wait until August or possibly even later, as new survey data is required, due to Covid-19 restrictions all surveys are on hold until the network returns to normal.</p> <p>Passenger Transport</p> <p>A discussion took place surrounding the bus shelters. An Audit took place and ECC are waiting to announce the preferred contractor who will be responsible for the maintenance and installation of Bus shelters. Panels can consider some to be done in the future, they will be ranked in a scoring system. Some may have to wait.</p> <p>Cllr AA mentioned that at the previous meeting he raised; bus shelter in Northwick Road, that wasn't on the list, SA advised that unless a scheme request had been submitted by the County Member then it wouldn't be. Therefore, currently we are unable to progress any bus shelters until ECC announce the awarded contactor.</p>	
8.	AOB	

	<p>Councillors to look at the potential scheme in their divisions, as before we know it another year will pass. Please submit scheme requests via the County member so they can be validated for the panel to consider for funding in 2021-22 financial year.</p> <p>Chairman raised the point regarding mobile VA poles, previously raised at the last meeting. Is there any possibility of having mobile units?</p> <p>SJ commented that it would be better to steer away from them, as they may get taken, moved or vandalised, this would be a concern and preference would be secure fixed VAS and poles.</p>	
<p>9.</p>	<p>Date of next meeting:</p> <p>To be confirmed</p> <p>SA needs to schedule meetings for the year ahead and informed she would email Councillors to ask their preferred day of the week. Do you still want Tuesday's?</p> <p>The meeting ended at 15.55</p>	

Chairman