

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL  
MINUTES – 11<sup>th</sup> OCTOBER 2018 AT 15:00**

**COMMITTEE ROOM 1, CASTLE POINT COUNCIL OFFICES, KILN  
ROAD, BENFLEET, SS7 1TF**

<b>Chairman:</b>	ECC Councillor Andrew Sheldon
<b>Panel Members:</b>	ECC Councillors Dave Blackwell and Jill Reeves  CPBC Councillors Ray Howard MBE (Vice-Chairman), Bill Dick and Tom Skipp.  ECC Councillor Beverley Egan also attended.  CPBC Councillors Norman Smith (Leader of the Council), Jay Blissett, and Allan Taylor also attended.
<b>Officers:</b>	ECC: Sonia Church (Highway Liaison Manager) and Sarah Alcock (Highway Liaison Officer).  CPBC: Trudie Bragg (Head of Environment), Stuart Jarvis (Contracts Manager) and Mark Evershed (Regeneration Delivery Manager).
<b>Secretariat:</b>	John Riley, CBPC Civic Governance

Item		Owner
1.	<b>Welcome and Introductions:</b>  The Chairman welcomed all present to the meeting and invited councillors and officers to introduce themselves.	
2.	<b>Apologies for absence &amp; Declarations of interest:</b>  Apologies for absence were received from -  ECC Councillor Peter May  CPBC Councillor Alan Acott	

	<p>The Chairman, Cllr Sheldon, declared an interest in the item relating to the kerb realignment at Foksville Road, due to the scheme's proximity to Castle View School.</p> <p>The Chairman advised that ECC had agreed an amendment to the composition of local highways panels, which in respect of Castle Point had the effect of including ECC Councillor Mrs Beverley Egan as a voting member of the panel.</p>	
3.	<p><b>Minutes of meeting held on 28th June 2018 to be agreed as correct record:</b></p> <p>The Minutes of the meeting held on 28th June 2018 were agreed as a correct record.</p>	
4.	<p><b>Matters Arising from Minutes of the previous meeting:</b></p> <p><b>Traffic Flow in Shipwrights Drive, Benfleet</b> The Panel was advised that this issue had been raised with the South Essex Parking Partnership. The implementation of small sections of waiting restrictions to provide pull in areas in Shipwrights Drive was under consideration.</p> <p><b>Damage to Grass Verges</b> The Chairman reported that ECC Members were available to meet with Cllr Bentley to discuss the issue of damage to grass verges, as soon as a meeting could be arranged.</p> <p><b>Parking in Dovervelt Road outside Nearbuys Convenience Store (now called McColls)</b> A scheme request form was awaited in order that the parking of vehicles in this location could be investigated.</p>	<p><b>TB/SEPP</b></p> <p><b>Cllr Bentley</b></p> <p><b>Cllr Howard</b></p>
5.	<p><b>Approved Works Programme</b></p> <p>Sarah Alcock presented the approved works programme, consisting of approved schemes prioritised for 2017/18 delivery, approved schemes for delivery in 2018/19, approved safer road schemes for delivery in 2018/19 and approved schemes prioritised for the 2019/2020 rolling programme.</p>	

	<p>The 2018/19 Castle Point LHP Capital Budget summary was as follows:</p>	
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<b>Budget Summary 2018/19</b>	
2018/19 Capital Budget (including £100,000 ECC and £100,000 CBPC match funding)	£428,675
Schemes commissioned for 2018/19	£151,000
Schemes in rolling programme	£175,000
Re-profiled schemes from 17/18 to 18/19	£0
Safer Roads Schemes	£82,500
2018/19 Capital Budget still to allocate	£200,000

  

The Panel noted the following from the approved works programme:

**Approved Schemes for 2017/18:**

LCAS172002 – Benfleet Station – Study to look at improving the traffic movements around the station:  
 ECC Cabinet Member action prepared due to objections received during the consultation period. Sign off by the Cabinet Member for infrastructure was awaited before the scheme could proceed. The scheme was on schedule to be implemented by the end of quarter 3. The Chairman had requested to be advised immediately once Cllr Bentley’s decision was known. Letters to be despatched to licensed drivers and public consultation to commence at that time.

LCAS166001 – Church Road (o/s Manor Auto Park), Thundersley – Replacement of existing wig wag sign:  
 Cllr Dick sought an update on this scheme. SA advised that the replacement post and wig wag sign had been installed and were awaiting connection to power supply.

LCAS162003 – Church Road outside Robert Drake School – Raised Table:  
 Formal consultation had closed on 28 September. As objections had been received in response to the informal consultation a Cabinet Member action was required for infrastructure before any works could commence. The scheme also required a budget increase of £25,000 due to permit restrictions that stipulated that these must be night works.

The panel debated the significant increase in scheme cost, and proposals for completing the works at a lower cost.

However, acknowledging the need for this scheme to proceed as soon as possible, it was agreed that the works be undertaken at night at an additional cost of £25,000.

**SC/SA**

**SA**

**SC/SA**

	<p><u>LCAS172007 – Roscommon Way – Signage:</u> Sign designs had been completed and Mark Evershed was sharing these with local businesses who had offered funding contributions. Members of the panel debated the scheme and were of the view that the support of Calor Gas was required in directing HGVs along Howards Way and Roscommon Way.</p> <p><u>LCAS162055 – Kents Hill Road North junction with A13 – Relocating Stop Line:</u> Target costs had now been received and exceeded the current available budget. In order for this scheme to proceed in 2018/19, the panel was requested to consider a budget increase of £20,000.</p> <p>Members debated whether this was an accident blackspot that would justify the increased expenditure. It was agreed that consideration of the scheme be deferred either for possible match funding later this year, or as a scheme for 2019/2020.</p> <p><u>LCAS172009 – All routes surrounding Manor Trading Estate, Benfleet:</u> It was reported that the positive HGV element of the scheme was ready to be implemented. The second phase design to look at weight restriction signage was being completed.</p> <p>The Panel requested to be informed of the positive signage implementation date.</p> <p><u>LCAS181004 – A127 westbound off slip to A1245:</u> The scheme had been identified by the Road Safety Team as a priority for delivery in 2018/19.</p> <p>The Chairman of the Panel considered that as this was a strategic route the scheme should not be within the purview of the Panel. He explained that he had challenged this with ECC but had been informed there were no other funding sources.</p> <p>Mark Evershed reported that the Regeneration Partnership had discussed some related public realm works including the relocation of a bus stop and the panel debated whether these should also be funded by the Panel. ECC would take these issues away for further consideration.</p> <p><u>LCAS171002 – A13 on east side of Rectory Road 4m north of junction with Church Road, Hadleigh, Benfleet:</u> The Panel noted that the detailed design for this scheme had been completed and was being reviewed by the Road Safety Team prior to being shared with the Panel.</p>	<p><b>SA</b></p> <p><b>SC/SA</b></p> <p><b>SA</b></p> <p><b>SC/SA</b></p>
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	<p><u>LCAS181002 – A130/B1014 roundabout:</u> The Panel was informed that the scope of the scheme had changed as the approach screening could not be implemented. As a result £25,000 would be returned to the Panel’s capital budget.</p> <p><u>LCAS162063 – Parkfields, Hadleigh – Feasibility for parking bays:</u> ECC Councillor Jill Reeves sought a scheme update.</p> <p>SA explained that a feasibility study was scheduled to be completed by March 2019.</p> <p><u>LCAS162052 – St. Johns Road, Hadleigh – Signage Review:</u> ECC Councillor Jill Reeves sought a scheme update.</p> <p>SA explained that target costs were awaited.</p> <p>It was agreed that the ECC Road Safety Officer would attend the next meeting of the Panel to report to members on approved schemes in 2018/19.</p>	<p><b>SA</b></p> <p><b>SC/SA</b></p> <p><b>SA</b></p> <p><b>SA</b></p> <p><b>SC/SA</b></p>
<p><b>6.</b></p>	<p><b>Potential Schemes List</b></p> <p>The Panel was reminded that at its March meeting it had fully committed the 2018-19 budget of £199,500.</p> <p><b><u>Potential Schemes for 2019/21:</u></b></p> <p>SC reported that scheme requests from Members were required to be submitted to ECC by the end of October in order that the January 2019 meeting could agree the programme for the period 2019-2020.</p> <p><u>LCAS182016 – Foksville Road, Canvey Island – Kerb Realignment:</u> The Panel was informed that the BT Openreach costs to divert their apparatus in respect of this scheme had increased significantly.</p> <p>The Chairman had lodged, with the assistance the Member of Parliament (whose help he recognised) a high level complaint with BT, and a response was due within 10 working days from 2.10.2018.</p> <p>Following debate it was agreed that the scheme should proceed subject to the outcome of the complaint to BT to review its costs.</p>	<p><b>All panel members</b></p> <p><b>SC/SA</b></p>

	<p>An extraordinary meeting of the Panel would be convened if necessary to consider the funding of the scheme, possibly from match funding. It was also agreed that a detailed estimated costing for the scheme should be prepared.</p> <p><u>LCAS182002 – Matlock Road and Hertford Road, Canvey Island - Verges</u>  The Panel noted that the recommendation for this scheme was to install bollards and junction protection to deter drivers from driving over and parking on grass verges.</p> <p>The Panel debated the wider problem of verges being damaged by vehicles being driven over and parked on them.</p> <p>It was agreed that a report be submitted to a future meeting of the Panel on the powers available and options for combatting the problem</p> <p><u>LCAS182004 – Hart Road junction with Common Approach – Replacement Bollard:</u>  ECC Councillor Beverley Egan reported on the request for traffic calming and replacement /improvements of the bollards at this junction following complaints from residents about this junction and the speed of traffic along Hart Road. Validation of the scheme was complete and it was recommended that passively safe solar powered TMP heritage type bollards be installed. The speed survey had been completed in November 2017 but this did not indicate a generic speeding issue and therefore did not meet current guidelines or policy to implement traffic calming.</p> <p>SC reported that there was capacity in the current year to fund up to three direct delivery schemes.</p> <p>Following debate it was agreed that the following schemes be undertaken –</p> <p><u>LCAS182003 – Canvey Boatyard, Canvey Road – Parking on Pavement:</u>  Installation of hazard marker bollards (Installation of double yellow line restrictions to be referred to the South Essex Parking Partnership).</p> <p><u>LCAS182005 – Beresford Gardens, Falbro Crescent and Commonhall Lane – Signage:</u>  Installation of SLOW markings on carriageway to alert drivers to slow down on the approach to the schools.</p>	<p><b>SC/TB</b></p> <p><b>SA</b></p> <p><b>SA</b></p> <p><b>SA</b></p>
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	<p><u>LCAS173003 – Cedar Road, Thundersley – Dropped Kerbs:</u> Installation of dropped kerbs at the junction of Hart Road and Cedar Road</p> <p>It was further agreed that if any additional funding became available that the following scheme also be undertaken-</p> <p><u>LCAS182006 – St. Marks Road, Canvey Island – Bollards:</u> Installation of bollards with a collapsible unit to provide access and reinstatement of the grass verge.</p> <p><u>LCAS182017 – Clifton Avenue, Benfleet – Traffic Calming:</u> CPBC Cllr Tom Skipp sought a scheme update.</p> <p>It was reported that the speed survey results were awaited. Cllr Skipp to receive an update as soon as possible.</p> <p><b><u>Revenue Spend Summary 2018/19</u></b></p> <p><u>Speed Surveys and VAS Maintenance:</u> The Panel debated the criteria used in speed surveys and agreed that this be reviewed at the next meeting.</p>	<p><b>SA</b></p> <p><b>SA</b></p> <p><b>SA</b></p> <p><b>SC/SA</b></p>
<b>7.</b>	<p><b>Highways Rangers</b></p> <p>The Panel noted the work that had been undertaken by the Rangers during the last quarter. The Panel expressed its thanks to Stuart Jarvis and the Rangers for the work that had been completed.</p> <p>Stuart Jarvis reported that advertisements were being placed to recruit two new replacement Rangers.</p> <p>The Section 106 schemes in 2018/19 were noted.</p>	<p><b>SJ</b></p>



8.	<p><b>AOB</b></p> <p><b>Benfleet High Road/Jotmans School:</b> The Chairman reported that parents of the pupils at Jotmans School had spoken to him about the speeding vehicles in the High Road outside the school. Cllr Sheldon indicated that he would be speaking to ECC Cllr Bentley about the school crossing patrol being re-instated.</p> <p><b>Vicarage Hill/Benfleet High Road:</b> CPBC Councillor Tom Skipp that there had been a number of near misses involving vehicles (including cyclists) emerging onto Benfleet High Road at this junction, due to speeding vehicles in the High Road. A scheme request form to be submitted to ECC.</p> <p><b>Essex Way/Benfleet Road/Vicarage Hill Junction – Road Surface:</b> ECC Councillor Jill Reeves sought, and received, confirmation that the new section of resurfacing in this location was a non-slip material. Councillor Reeves also requested that the new road layout signs be removed.</p> <p><b>Roscommon Way – Bridleway:</b> The Vice-Chairman advised that a bridleway along Roscommon Way much a much needed facility to segregate horse riders from the traffic along this road. A scheme request form to be submitted to ECC.</p> <p><b>Cleveland Road, Canvey Island – Speeding Vehicles:</b> The Vice-Chairman reported that Cleveland Road, a part adopted road, was used by some drivers as a short cut by some drivers to avoid travelling along Western Esplanade. Residents of this road had presented a petition to ECC about the excessive speed of some vehicles. A scheme request form to be submitted to ECC</p>	<p><b>Cllr Sheldon</b></p> <p><b>Cllr Skipp</b></p> <p><b>SJ/Highways Rangers</b></p> <p><b>Cllr Howard</b></p> <p><b>Cllr Howard</b></p>
9.	<p><b>Date of next meeting:</b></p> <p>17 January 2019 in Committee Room 1.</p>	

Chairman