

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL
MINUTES – 28th JUNE 2018 AT 15:00**

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

Chairman:	ECC Councillor Andrew Sheldon
Panel Members:	ECC Councillor Peter May. CPBC Councillors Ray Howard MBE (Vice-Chairman), Bill Dick and Tom Skipp. CPBC Councillors Norman Smith (Leader of the Council), Alan Acott, Jay Blissett, and Allan Taylor also attended.
Officers:	ECC: Sonia Church (Highway Liaison Manager), Sarah Alcock (Highway Liaison Officer) and Brad Ellis (Design and Consultancy). CPBC: Trudie Bragg (Head of Environment), Stuart Jarvis (Contracts Manager),
Secretariat:	John Riley, CBPC Civic Governance

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>The Chairman welcomed all present to the meeting and invited councillors and officers to introduce themselves.</p>	
2.	<p>Apologies for absence & Declarations of interest:</p> <p>Apologies for absence were received from -</p> <p>ECC Councillors: Jillian Reeves, Beverley Egan and Dave Blackwell.</p> <p>Officers: Mark Evershed.</p> <p>The Chairman, Councillor Sheldon, declared an interest in the item relating to the Benfleet Station feasibility study.</p>	

	<p>Councillor Sheldon also declared an interest in the item concerning traffic flows in Shipwrights Drive, Benfleet.</p> <p>Councillor Taylor declared an interest in the item relating to speeding vehicles in Papenburg Road.</p> <p>Councillor Dick declared an interest in the item relating to the scheme to raise the table and provide bollard outside Robert Drake School.</p>	
3.	<p>Minutes of meeting held on 27th March 2018 to be agreed as correct record:</p> <p>The Minutes of the meeting held on 27th March 2018 were agreed as a correct record.</p>	
4.	<p>Matters Arising from Minutes of the previous meeting:</p> <p>Boatyard, Canvey Road – Parking Problems Members of the Panel discussed their concerns at the ongoing problem of vehicles parking on the footway adjacent to the boatyard, causing an obstruction. The problem had been reduced by the Police serving notices on the vehicles which had initially resolved the issue, but some vehicles were once again being parked on the footway. SA advised that following the submission of a scheme request form by Cllr May, the matter was now in validation stage.</p> <p>Traffic Light Phasing at Sadlers Farm: Councillor Acott asked for the current position on the issue he had reported at the last meeting about the phasing of the traffic lights at Sadlers Farm. Cllr Howard responded that this matter had been discussed at the last Regeneration Partnership meeting and Councillor Smith stated that he would raise it again with the Partnership to ensure that it was investigated.</p>	Cllr Smith
5.	<p>Approved Works Programme</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 Safer Roads team had identified 4 schemes to be implemented in the borough and these are detailed page 13 on the Approved Works Programme 2018/19.</p>	

The 2018/19 Castle Point LHP Capital Budget summary was as follows:

Budget Summary 2018/19	
2018/19 Capital Budget	£228,675
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	£0

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:

Cllr Howard sought an update on this scheme. SA advised that the feasibility study has been completed and a trial one way system around the station including the removal of two redundant parking bays would now proceed. The Chairman indicated that a letter would be circulated advising all licensed drivers on the implementation of this scheme.

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 quotations were being sought for the power supply.

Approved Schemes for 2018/19:

LCAS162061 – Canvey Island Town Centre –TMI:

The Chairman advised the Panel that an officer meeting had taken place which had identified funding sources that would enable the Roscommon Way signage scheme to proceed in the current financial year. It was agreed that the £35,000 provision for the Canvey Island Town Centre Scheme should be re-allocated to the Roscommon Way Scheme in view of the urgency for signage to divert HGVs to use that road rather than residential streets.

SA

The Chairman and Councillor Smith also advised the Panel of a proposal by ECC for match funding in the sum of £100,000 for highway schemes to be completed in the borough. The

<p>proposal had yet to be agreed by the Cabinets of both authorities.</p> <p>The Chairman proposed, and it was agreed, that following decisions on the match funding an extraordinary meeting (or Chairman and Leader of CPBC to action if urgent) of the panel be convened to consider allocating part of this funding to the Canvey Town Centre Scheme, to include a scheme specifically to consider options for improving bus and larger vehicle manoeuvring at the Foksville Road/Furtherwick Road junction.</p> <p>It was further proposed that as the Foksville Road/Furtherwick Road junction scheme would involve liaison with a number of statutory undertakers which could be time consuming, that ECC is requested to agree that the match funding is not contained to the current financial year and that the provision may be rolled forward as necessary to the next financial year.</p> <p><u>LCAS162003 – Church Road outside Robert Drake School – Raised Table</u> Cllr Dick to receive an update when the scheme progresses to the next stage.</p> <p><u>LCAS173002 – Lionel Road, Canvey Island – Dropped Kerbs</u> Cllr Acott explained that the location description for these works did not reflect the exact position in Lionel Road where the dropped kerb was needed at the bend in the road.</p> <p><u>Approved Safer Roads Schemes:</u></p> <p><u>LCAS171002 – A13 on east side of Rectory Road 4m north of junction with Church Road, Hadleigh, Benfleet:</u> Scheme update to be circulated to all members of the Panel.</p> <p><u>LCAS181002 – A130/B1014 roundabout:</u> Scheme update to be circulated to all members of the Panel.</p> <p><u>LCAS181003 – B1014 Essex Way/Vicarage Hill:</u> Scheme update to be circulated to all members of the Panel.</p> <p>Councillors Howard, Dick and Smith spoke of their concerns about the ongoing number of accidents at this location, involving vehicles mounting the footway and colliding with the front wall of 344 Benfleet Road. The Leader of the Council noted his concern of the potential danger to pupils of King John School who use the footway.</p> <p><u>LCAS181004: - A127 westbound off slip to A1245:</u> Scheme update to be circulated to all members of the Panel.</p>	<p>Chairman</p> <p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p>
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	<p><u>Approved Schemes prioritised for 2019/20 rolling programme:</u></p> <p><u>LCAS165020 – Sports Centre 41021001 – Somnes Avenue:</u> Councillor Howard made representations about the position of the bus stop situated outside the leisure centre in Somnes Avenue, which made overtaking of stationary buses hazardous due to the oncoming traffic. Whilst the re-positioning of the bus stop was not a matter for decision by the panel, it was decided that the scheme for the installation of a shelter at this location should be removed from the programme.</p> <p>Councillor May suggested that sponsorship should be sought for the replacement costs of bus shelters. Cllrs Sheldon and May to raise with Cllr Kevin Bentley.</p>	<p>SA</p> <p>Cllr Sheldon/Cllr May</p>
<p>6.</p>	<p>Potential Schemes List</p> <p>The Panel was reminded that at its last meeting it had fully committed the 2018-19 budget of £228,675 including the Safer Road schemes.</p> <p><u>Walking Schemes:</u></p> <p><u>Baardwyk Avenue, Canvey Island – Footpath:</u> The panel agreed to prioritise the progression of a design only scheme for a footway outside No 2 Baardwyk Avenue. Subject to the match funding proposal being agreed, further allocation to this scheme to be considered as a high priority after the Foksville Road/Furtherwick Road scheme.</p> <p><u>Revenue Spend Summary 2018/19:</u></p> <p><u>Speed Survey/Traffic Calming – Clifton Avenue, Benfleet:</u> Cllr Skipp requested that a speed survey and traffic calming is undertaken in Clifton Avenue.</p> <p><u>Papenburg Road, Canvey Island – Automatic Traffic Count:</u> Panel members reported that the traffic count system in Papenburg Road was not working correctly. SA would investigate.</p> <p><u>Furtherwick Road/Eastern Esplanade, Canvey Island:</u> Panel members reported that the traffic count system in this location was not working correctly as the strips were not stretched across the carriageway width. SA to investigate.</p>	<p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p>

<p>7.</p>	<p>Highways Rangers</p> <p>The Panel noted and commended the work that had been undertaken by the Rangers during the last quarter.</p> <p>In response to a question from Cllr Dick, SJ confirmed that a rolling programme of trimming vegetation was being developed.</p> <p>Cllr Acott reported that overhanging vegetation in the section of footpath in Canvey Road between St Michaels Road and St Agnes Drive required attention.</p> <p>The Section 106 schemes in 2018/19 were noted.</p>	<p>SJ</p> <p>SJ</p>
<p>8.</p>	<p>AOB</p> <p>Traffic Flow in Shipwrights Drive, Benfleet: Cllr Smith reported that on-street parking in Shipwrights Drive outside King John School was restricting traffic flows as there were often no pull in areas between the parked vehicles to allow oncoming traffic to pass when travelling on the northbound carriageway. Cllr Smith suggested that some sections of the road could have waiting restrictions to provide pull in areas.</p> <p>It was noted that the issue would need to be considered by the South Essex Parking Partnership.</p> <p>Damage to Grass Verges: Cllr May referred to the number of cars parking on grass verges that were spoiling the street scene, and suggested that tree planting should be carried out to deter drivers from this activity. It was agreed that Cllr May request a meeting with Cllrs Bentley, Reeves and Sheldon to discuss the issue.</p> <p>Lamp post Removals: Cllr May advised the panel of his concerns that the remaining section of post following many lamp post removals were safety hazards</p> <p>It was agreed that Members forward the locations of any potentially hazardous lamp post removal sites to Cllr Sheldon who would forward a comprehensive list to SA.</p> <p>Parking in Dovervelt Road outside Nearbuys Convenience Store: Cllr Howard reported his concerns about the parking of vehicles in Dovervelt Road outside the Nearbuys Convenience Store, and requested that a safety audit is undertaken. A scheme request form would be completed and submitted.</p>	<p>TB</p> <p>Cllr May</p> <p>All panel members</p> <p>Cllr Howard</p>

	<p>Highways Liaison Officer presence at CPBC Offices: SA advised that discussions were taking place about the arrangements for her to work one day a month at the Borough Council Offices to enable members to meet and discuss panel schemes and other potential schemes. Further details would be circulated to the Panel when they were finalised.</p>	SA
9.	<p>Date of next meeting: 11 October 2018 in the Council Chamber 3pm.</p>	

Chairman