

**BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES –
18 DECEMBER 2017, MEETING ROOM 3,
1-2 SEVEN ARCHES ROAD, BRENTWOOD, ESSEX**

Chairman:	Cllr Lesley Wagland (ECC)
Panel Members:	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)
Officers:	Gregg Speller – Highway Liaison Officer, Sonia Church – Highways Liaison Manager
Secretariat:	Jean Sharp – Governance and Member Support Officer (BBC)

Item		Owner
1.	Welcome and Introductions: Cllr Wagland welcomed all present.	
2.	Apologies for absence and Declarations of interest: Apologies had been received from Cllr Kendall. Cllr Mrs Fulcher declared a non-pecuniary interest by virtue of being on the executive committee of the Brentwood Bus and Train Users Association.	
3.	Minutes of previous meeting: The minutes of the meeting held on 14 September 2017 were agreed to be a correct record.	
4.	<p>Indicative Programme List for Schemes Approved: Panel members were reminded that schemes 1-17 on the list were to be delivered in the current financial year and noted the updates provided. ECC officers advised that delays were being experienced in relation to UKPN connections all over Essex therefore implementation of some schemes was being delayed accordingly.</p> <p>Regarding No 14 – Middleton Hall Lane – Zebra Crossing, Members noted that there was a likelihood that Brentwood School would be prepared to contribute some or all of the cost of providing the zebra crossing, possibly as a Section 106 agreement, although this arrangement could delay the installation of the crossing. Cllr Wagland requested that legal advice be sought in relation to this matter as it would be useful for the Panel to know its' options, also the allocated funds could be redirected to other schemes.</p> <p>Cllr Cloke advised that new parking restrictions were to be implemented in Middleton Hall Lane on 16 January 2018.</p>	

	<p><i>Cllr Hirst and Cllr McKinlay declared non-pecuniary interests by virtue of their children attending Brentwood School.</i></p> <p>Approved Schemes Prioritised for 2018/19: Panel Members discussed Item Nos 18-28 to decide the priority of each for the order of implementation.</p> <p>Priorities were decided as follows:</p> <p>Items 18, 21 and 22 – Low Items 23, 24 and 26 - Medium Items 19, 20, 25, 27 and 28 – High</p>	
<p>5.</p>	<p>Budget Summary: Members were reminded that the total budget for potential schemes was £283,500. Of this £124,500 was already allocated from the Approved Schemes List and £99,500 remained to be allocated from the Potential Schemes List.</p>	
<p>6.</p>	<p>Potential Schemes List for consideration: The list before Panel members comprised all Brentwood LHP scheme requests and showed the current status.</p> <p>Under Traffic Management, Item 1 related to the proposed installation of a pedestrian refuge on the A128 Tilbury Road at West Horndon. It had been ascertained that the Parish which had originally requested the refuge no longer supported the scheme and therefore it was decided to remove it from the list.</p> <p>The following schemes were considered to be a high priority by the Panel:</p> <p>Item 5 – Tabors Corner, Shenfield. Cllr Cloke advised that SEPP was ready to implement the proposed parking restrictions at the site</p> <p>Item 6 – Speeding traffic and drivers ignoring the mini roundabout in Mascalls Lane.</p> <p>Item 7 – Chafford Gardens, West Horndon – parking issues outside shops.</p> <p>Item 10 – zebra crossing in Middleton Hall Lane. Action: GS would follow up the funding possibilities with Essex County Council and advise LW accordingly.</p> <p>Item 11 – Coptfold Road Multi Storey Car Park signage.</p> <p>Item 12 – Ongar Road, Bentley – Crematorium signage relocation</p>	



	<p>Regarding Walking, Item 1 – Kings Road, Brentwood – Zebra Tactile Paving was considered to be a High priority.</p> <p>Regarding Passenger Transport, Item 1 - replacement bus shelter at Shenfield Station was considered to be a High priority. LR had pursued various lines of enquiry but had not made any progress with identifying the driver who had collided with the shelter.</p> <p>LW requested the replacement of the shelter be accelerated if savings were made in 2017/18. <i>Cllr Hirst declared a non-pecuniary interest by virtue of his children using the bus stop.</i></p> <p>Item 2 – Mill Lane, Blackmore – Bus Stop Relocation – was considered to be a High priority.</p>	
7.	Revenue Budget Update: Panel members were advised that of the allocated budget of £11,925, £8,175 remained and details were provided of the funds allocated to various schemes. It was noted that this budget covered the cost of maintenance of VAS signs.	
8.	Section 106 schemes/Highway Rangers work summary: Regarding 106 monies, an update was provided on three current schemes. An update was also provided on some of the work undertaken by the Highway Rangers which was completed in October and November. LW advised that parish councils had been complimentary about tasks carried out by Rangers in their areas.	
9.	AOB: There was none.	
10.	Date of next meeting: Monday 26 March 2018 at 6.00pm in Meeting Room 3, 1-2 Seven Arches Road, Brentwood.	