

**BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES –
12 DECEMBER 2018, MEETING ROOM 3,
1-2 SEVEN ARCHES ROAD, BRENTWOOD, ESSEX**

Chairman:	Cllr Jon Cloke (BBC)
Panel Members:	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)
Also Present:	Cllr David Jobbins – EALC representative
Officers:	Dan MacLean – Highway Liaison Officer, Sonia Church – Highways Liaison Manager Ian Henderson – Senior Road Safety Officer
Secretariat:	Jean Sharp –Governance and Member Support Officer (BBC)

Item		Owner
1.	Welcome and Introductions: Cllr Cloke welcomed all present.	
2.	Apologies for absence: Apologies had been received from Cllr Lesley Wagland.	
3.	Declarations of interest: There were no declarations of interest.	
4.	Minutes of previous meeting: The minutes of the meeting held on 26 September 2018 were agreed to be a correct record.	
5.	Matter arising from the minutes of the previous meeting: In response to Cllr Kendall's question regarding the scheduled installation of tactile paving at the zebra crossing in Kings Road, DMcL advised that this should be completed by February 2019.	
6.	Casualty Reduction Sites identified for 2019/20: Details of two Casualty Reduction sites had been tabled for Members' information and Ian Henderson summarised the issues and proposals for each site: Thoby Lane junction with St Anne's Road, Mountnessing and Wash Road/Widvale Road junction with Old Church Lane, Mountnessing. Members supported the proposals and voiced their concerns about specific stretches of affected roads in the vicinity. IH advised that the proposals would be presented to Cllr Bentley	

	<p>for signing off and costs would be available at the March 2019 LHP meeting.</p> <p>Cllr Jobbins advised that an observation mirror had been installed by a property owner at the Swallows Cross/Thoby Lane junction – on the triangle -which obscured drivers’ vision and could be better positioned.</p> <p>SC requested that details of the mirror and Members’ concerns about the stretches of road in the vicinity be forwarded to Cllr Wagland so that an LHP request could be put forward for the Panel’s consideration.</p> <p>Action: DMcL advised he would discuss the issues raised with Cllr Wagland and the Panel could consider appropriate solutions as an add-on to the CRS proposals at a future meeting.</p>	<p>DMcL</p>
<p>7.</p>	<p>Approved Works programme update 2018/19: An update was provided on the current position of all the schemes recommended for inclusion in the 2018/19 Approved Works Programme including match funded schemes. It was anticipated that all would be completed before the end of March 2019.</p> <p>Item 1 - implementing signing and screening improvements on the A127/A128 junction at West Horndon. Members noted that the £8k top up previously requested was not needed as the screening element of the scheme had been removed due to fewer accidents being recorded at the site. Completion was anticipated before the end of the financial year.</p> <p>Item 2 – Kelvedon Hatch, Stondon Massey and Nine Ashes – weight limit signage – a revised design was currently underway and additional costs would be estimated and provided as soon as possible.</p> <p>Other schemes on the list had either been completed or an estimated completion date was provided. All schemes were expected to have been completed by the end of March 2019.</p> <p>Cllr Kendall requested that he be provided with a copy of the design for signs to the Multi Storey Car Park in Coptfold Road (Item 8) as he was unable to locate the additional signage.</p> <p>Item 9 – Ongar Road, Bentley – Crematorium Signage Relocation – was listed as being completed but Cllr Cloke asked for the signs to be checked as he did not believe the signage was sufficient.</p>	<p>DMcL</p> <p>DMcL</p>



<p>8.</p>	<p>Potential Schemes List for consideration:</p> <p>A list was provided for Members' consideration showing all the current potential schemes expenditure which was estimated at £77,500 (Traffic Management £58,500 and Walking £19,000). It was anticipated that the value of the budget for 2019/20 would be £224,000. Members noted that £124,000 match-funding monies remained and that schemes could be delivered until September (end of Q2 in the 2019/20 financial year). Some approved schemes were currently in validation and it was proposed that Cllr Wagland be given delegated authority to approve that work be undertaken before the March 2019 LHP meeting. Remaining monies would roll from one year to another.</p> <p>DMcL advised that he had recently received a number of scheme requests from LHP members which were in validation but not listed in the spreadsheets. These would be included in the agenda for the March 2019 meeting when the programme for the 2019/20 financial year would be agreed.</p> <p>Under Traffic Management, 4 schemes were removed as they were against policy or where there was no appropriate engineering solution: Item 2 – Eagle Way Warley, zebra crossing safety audit; Item 3 - Shenfield Crescent/Hogarth Avenue – Additional signage; Item 4 - Tipps Cross Lane/Ongar Road Junction Improvements; and Item 9 – Mountnessing Lane/Pettits Lane/ HGV Restriction.</p> <p>Cllr Kendall requested a report be provided at a future LHP meeting regarding activity in enforcement of weight restrictions. SC advised that enforcement had been passed back to ECC from trading standards and that the police could also enforce weight limits. Due to lack of resources ECC inspectors only enforced weight limits where structural protection was needed, eg on bridges but not where there were environmental weight limits.</p> <p>Cllr Hirst referred to a scheme currently being successfully piloted in Maldon where Council enforcement officers had delegated powers for traffic enforcement and they could also enforce weight limits using Trucam – a calibrated enforcement camera. The scheme could be extended throughout Essex in the future.</p> <p>In relation to Item 10 – Bakers Lane, Ingatestone – HGV restriction – Cllr Cloke requested that as well as a 'Not suitable for HGV's' sign at the junction with the High Street a 'Road Narrows' sign be installed at the appropriate place in Bakers Lane. DMcL advised that a survey needed to be undertaken.</p> <p>Action: DMcL would arrange for a survey.</p>	<p>DMcL</p>
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	<p>In relation to Item 11 – Rayleigh Road, Hutton – Bollards, Cllr Mrs McKinlay suggested that prevention of parking in one space would improve visibility. Cllr Hirst advised that installing three more bollards to prevent parking close to the kerb would assist the situation.</p> <p>Action: DMcL would go back to the engineers to redesign the scheme.</p> <p>Cllr Mrs McKinlay asked for an update regarding preventing cars parking dangerously outside Tesco in Hanging Hill Lane mainly to use the ATM, possibly by extending the railings or installing bell bollards.</p> <p>In his role as PFCCO, Cllr Hirst advised that installing a bell bollard in front of the ATM could stop a ram raid and he would be prepared to discuss collaboration with Highways in this regard. There had been 12 such robberies in Essex recently.</p> <p>SC asked for an LHP scheme request to be submitted requesting a trial to be considered by the ECC policy team and for installation by the direct delivery team.</p> <p>DMcL advised the railings scheme was in validation.</p> <p>Cllr Hirst requested an update on the requested 20mph zone for Hutton Mount. There had been discussion on it previously but no outcome.</p> <p>Action: SC and DMcL would investigate what happened to the scheme.</p> <p>Cllr Hirst advised that if it was a question of cost he would discuss the matter with the residents’ association.</p> <p>Cllr Mrs Fulcher requested a speed survey in Eagle Way, Warley, in the vicinity of the Spire Hospital.</p> <p>SC advised that no speed surveys would be undertaken until the revenue budget had been refreshed in April 2019 but that Cllr Mrs Fulcher should submit her request.</p> <p>Regarding ‘Walking’ schemes, updates were provided:</p> <p>Item 2 – the engineer had assessed proposed sites in Brentwood High Street where it was felt that tactile paving would benefit the visually impaired and only Crown Street Junction and Moores Place junction were considered as meeting DETR guidance.</p>	<p>DMcL</p> <p>SC/DMcL</p>
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	<p>DMcL advised that pedestrians had priority over vehicles at other junctions but Cllr Kendall pointed out that there was no signage for drivers to be aware of this.</p> <p>Item 3 – Sawyers Hall Lane – footway improvements. In relation to this issue, Cllr Aspinell referred to a motion which had been put at the BBC Full Council meeting to begin a validation process to provide an underpass under the A12 for schoolchildren to use to access Sawyers Hall Lane schools. Cllr Aspinell said that the ECC cabinet member, Cllr Bentley, had asked him to put the motion to begin the process, acknowledging that BBC did not have sufficient funding for the concept design.</p> <p>Action: SC suggested that DMcL assist Cllr Aspinell in filling out an LHP scheme request form setting out what was required.</p> <p>Cllr Aspinell said that he had also discussed with Cllr Bentley the possibility of providing a coach dropping off point on the large greensward in Sawyers Hall Lane which was highway land.</p> <p>Action: DMcL to discuss with Cllr Aspinell.</p> <p>Cllr Aspinell requested a bell bollard be installed at the junction on Ongar Road and Doddinghurst Road to prevent HGV's and buses mounting the pavement beside the roundabout. SC suggested that Cllr Aspinell submit an LHP scheme request.</p> <p>Cllr Cloke advised that SEPP was undertaking work around Doddinghurst Road.</p>	<p>DMcL</p> <p>DMcL</p>
<p>9.</p>	<p>Revenue Spend: An overview was provided of the speed surveys undertaken and requests for more had been received.</p>	
<p>10.</p>	<p>Highway Rangers work summary: A summary of works carried out by the Highways Rangers was included in the agenda pack.</p> <p>Some tasks had been passed back to highways maintenance as they did not fall within the remit of highway rangers.</p>	
<p>11.</p>	<p>Date of next meeting: 13 March 2019. Meeting Room 3, 1-2 Seven Arches Road, Brentwood, Essex.</p>	