

BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES – 14 SEPTEMBER 2017, MEETING ROOM 12, BRENTWOOD TOWN HALL

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 introduced herself and ECC officers to Panel members and welcomed all present.	
2.	Apologies for absence and Declarations of interest: No apologies had been received – all Panel members were present. Cllr Kendall declared a non-pecuniary interest by virtue of being the Chair of Brentwood Bus and Train Users Association, also being a Trustee of Brentwood Community Transport. Cllr 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 20 March 2017 were agreed to be a correct record subject to an amendment to Minute 7: in relation to the Bus Shelter at Shenfield Station it had been noted that GS would approach Abellio and TFL regarding funding but this action should be undertaken by Brentwood Officers. Cllr Cloke advised he had already discussed the matter with Adrian Tidbury (BBC) and would check for progress made.	
4.	Indicative Programme List for Schemes Approved: Panel members noted that schemes 1-17 on the list were to be delivered in the current financial year. Regarding No 11 – Three Arch and East Ham Estate – 20 mph limit, Cllr Kendall advised that a letter giving details of the proposed scheme had been delivered to 1000 residents who would be affected and only 8 objections had been received.	



<p>Regarding No 14 – Middleton Hall Lane – Zebra Crossing, Cllr Kendall enquired whether it was expected that Brentwood School would make a contribution towards the cost of the zebra crossing. GS advised that no discussion had taken place regarding funding – the land agreement was being progressed currently.</p> <p>Cllr Cloke advised that parking restrictions were to be implemented in Middleton Hall Lane and a contribution towards the cost of the zebra crossing could be included when the restrictions were discussed with the school.</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: Regarding Nos 21-24 which all related to cycling, Cllr McKinlay proposed there should be a strategic view in relation to cycling provision in the borough. Cllr Kendall advised that a new cycling strategy had been produced but it had not been seen by all members.</p> <p>Action: GS would circulate the cycling strategy to LHP members.</p> <p>SC advised that ECC had designated a Cycle Officer who was looking at District and Borough strategies.</p> <p>Action: Cllr Wagland requested that the Cycle Strategy be included on the agenda for the next LHP meeting and in the meantime that members consider the circulated strategy and give their opinion on it at the next meeting.</p> <p>Regarding No 27 – Danes Way, Pilgrims Hatch planters, Cllr Aspinell proposed this scheme be removed from the list as the planters would not solve the problem with nuisance parking.</p> <p>Regarding No 28 – A128 Tilbury Road – Pedestrian Refuge, GS advised that the proposed scheme was not now supported by the parish council as the school children for whom the refuge was required were now able to board the bus in the village. Cllrs Aspinell and McKinlay were aware that the parish council no longer supported the scheme.</p> <p>Cllr Hirst still believed there was a need for the pedestrian refuge and therefore Cllr McKinlay agreed to discuss the matter with the parish council and report back to the next LHP meeting.</p> <p>Regarding No 30 – Warley Road, Warley - VAS Post Spraying, Cllr Kendall advised that Warley Conservation Society was not prepared to fund painting the posts therefore it was agreed by LHP members that this item should be removed from the list.</p>	
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	<p>Action: GS would recalculate the proposed expenditure for prioritised schemes taking into account the decisions made.</p>	
5.	<p>Budget Summary: Members were reminded that the Panel must have its' scheme allocation recommendations in priority order by the December meeting in order for the design teams to programme the works efficiently to begin work within the first quarter of the new financial year.</p>	
6.	<p>Potential Schemes List for consideration: The list before Panel members comprised all Brentwood LHP scheme requests and showed the current status. A new item had been added as Traffic Management No 11 - Ongar Road, Bentley-Crematorium Signage Relocation – which was currently in validation.</p> <p>Three of the four schemes included in the 'Walking' section did not meet with ECC criteria and would therefore not be progressed. No 1 on the list related to Priests Lane, Shenfield, and Cllr Aspinell was adamant that some improvement needed to be made to the footway there and requested further investigation be undertaken.</p> <p>Scheme No 4 related to the installation of tactile paving to both sides of the zebra crossing in Kings Road which had been validated and was feasible. Cllr Kendall requested that orange halos be provided for this crossing and others in the borough which were not easily visible to approaching drivers.</p> <p>Action: Cllr Wagland would discuss with GS.</p> <p>Regarding Passenger Transport, funding for the bus shelters shown as items 2 and 3 was to be provided through the TO49 Capital Maintenance Budget therefore the LHP needed only to consider funding - £6k - for the replacement bus shelter at Shenfield Station. It was noted that recompense for the shelter could be pursued through the insurance of the driver who collided with it whose identity could be traced via photo's of the event shown in the Brentwood Gazette at the time of the collision.</p> <p>Action: Brentwood Officers to pursue identification of the driver. <i>Cllr Hirst declared a non-pecuniary interest by virtue of his children using the bus stop.</i></p> <p>The one item in Public Rights of Way proposed improvements to Byway 22 in Doddinghurst. However Cllr Aspinell and the Ward member, Cllr Parker, were of the opinion that the expenditure would be wasted as, as had previously been the case, the PROW would be damaged by off-roaders if it was made easily accessible. Cllr Wagland suggested the scheme be removed from the list and the Panel agreed.</p> <p>Action: GS to remove item from the list.</p>	

	<i>Cllr Aspinell declared a non-pecuniary interest by virtue of a family member riding their horse on this PROW.</i>	
7.	<p>Revenue Budget Update: Panel members were advised that of the allocated budget of £11,925, £9,425 remained. It was noted that this budget covered the cost of maintenance of VAS signs.</p> <p>ECC officers recommended that other funding sources be sought for new VAS signs.</p>	
8.	<p>Highway Rangers work summary/Section 106 schemes: An update was provided on some of the work undertaken by the Highway Rangers during June and July. Cllr Wagland advised that parish councils had been complimentary about tasks carried out by Rangers in their areas and Cllr Aspinell said that the Pilgrims Hatch Partnership had also appreciated the Rangers' work.</p> <p>Regarding 106 monies, details of three schemes were provided and Cllr Kendall asked if all opportunities to spend 106 monies were being taken. Cllr Wagland advised that maximising income from Section 106 agreements was being explored at ECC and requested input from Panel members regarding 106 agreements which did not provide enough funding for a particular scheme.</p> <p>ECC officers were requested to add 'spend by' dates to section 106 details in future agendas.</p>	
9.	<p>AOB: Cllr Aspinell advised that he had received complaints regarding damage caused to pavements by large vehicles outside Sow and Grow Nursery on A128 Ongar Road and asked if this would fall within the remit of LHP.</p> <p>Action: GS would investigate and add to the agenda for the next meeting if appropriate.</p>	
10.	<p>Dates of next meetings: Monday December 18 2017 at 6.00pm and Monday 26 March 2018 at 6.00pm. Venue to be confirmed.</p>	