

**BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES –  
23 September 2020 AT 5.30PM  
MEETING HELD VIA MICROSOFT TEAMS DUE TO COVID 19**

<b>Chairman:</b>	Cllr Lesley Wagland (ECC)
<b>Panel Members:</b>	Vice-chair - Cllr Jon Cloke (BBC), Cllr David Kendall (ECC), Cllr Fryd (BBC), Cllr Hugh Gorton (EALC representative), Cllr Cliff Poppy (BBC); Cllr Aspinell (ECC)
<b>Officers</b>	Dan MacLean – Highways Liaison Officer (ECC)
<b>Secretariat:</b>	Zoe Borman – Governance and Member Support Officer (BBC)

Item		Owner
1.	<b>Welcome and Introductions:</b> Cllr Mrs Wagland welcomed all present.	
2.	<b>Apologies for absence:</b> Apologies had been received from Cllr Louise McKinlay (ECC) and Cllr Morrissey (BBC)	
3.	<b>Minutes of meeting held on 17<sup>th</sup> June 2020 to be agreed as a correct record</b>	
4.	<p><b>Matters arising from minutes of previous meeting</b></p> <p>Little Warley Hall Lane/A127 – HGV access improvements. A feasibility study would be required to validate a northbound one-way system costing £65,000.  <b>Action: Cllr Gorton to forward WHPC report to panel.</b></p> <p>Sandpit Lane, South Weald – width restriction – the feasibility study recommended removing the northern width restriction. Members were against this proposal. Members proposed not to remove the gate.  <b>Action: Cllr Wagland to ask for Highways Surgery with Cllr Bentley and Cllrs Wagland and Aspinell to attend.</b></p> <p>Sawyers Hall Lane footway improvements.            It was <b>agreed</b> that the proposed feasibility/design for the scheme should not be progressed for now.  <b>Action: Cllr Cloke to recirculate the report to Cllrs Wagland and Aspinell who will review.</b></p>	<p><b>HG</b></p> <p><b>LW</b></p> <p><b>JC</b></p>

	<p>Speed Surveys – Dan McLean had not had a chance yet to circulate.  <b>Action: Dan to circulate surveys.</b></p> <p>St Anne's potholes  <b>Action:– would be part of Cllr Wagland's Pothole Initiative.</b></p> <p>Parking restrictions needed at the top end of Priory Mead, Dogginghurst  <b>Action: Cllr Gorton to pass to Cllr Cloke for action to be taken by SEPP.</b></p>	<p><b>DM</b></p> <p><b>LW</b></p> <p><b>HG</b></p>
5.	<p><b>Report on funded Schemes 2019/20</b>          Members noted that of the capital budget of £224,000 the total value of commissioned schemes was £213,250 leaving £10,750 left to allocate.</p> <p><b>Action: Dan McLean to check tranche of monies and if rollover is permitted.</b></p> <p>Details were provided of ten funded schemes:</p> <ol style="list-style-type: none"> <li>1. Cycle Route between Brentwood High Street and Shenfield – Implementation of a designated cycle route between Brentwood High Street and Shenfield - £35,000</li> <li>2. Roman Road, Mountnessing – Signalled Pedestrian Crossing – the cost of this scheme - £32,500 – had been paid by SEPP.</li> <li>3. Mountnessing Road, Mountnessing – Junction re-design – cost of feasibility study - £7,000</li> <li>4. Rayleigh Road/Cedar Road Junction, Hutton – Parking Facilities – Implementation of planters on traffic island and double yellow lines - £32,500.</li> <li>5. Rayleigh Road/Mount Pleasant Avenue, Hutton – Bollards/Planters - Dan McLean advised further consultation had taken place with the businesses and it was agreed to replace damaged bollards only to preserve the parking area. This resulted in a £50,000 return to panel.</li> <li>6. Ongar Road, Pilgrims Hatch – Footway widening – cost of design - £7,000</li> <li>7. Honeypot Lane, Brentwood – Drainage issue - £21,000</li> <li>8. Kings Road/High Street - traffic signal timings – cost of design £7,500.</li> <li>9. Little Warley Hall Lane/A127 – HGV Access Improvements – Study to consider restricting the lane to one-way traffic - £6,500</li> <li>10. Coxtie Green Road/Chequers Road – Junction Improvements – Implementtion of recommendations made in Feasibility Study/Design - £5,000</li> </ol>	<p><b>DM</b></p>

	<p>All schemes to be completed in Q4 apart those in feasibility stage which will be taken into the following year. Panel discussed the rollover of funds as this is a unique year due to Covid-19 and projects being held up and cancelled.</p>	
6.	<p><b>Report on Schemes Awaiting Future Funding</b></p> <p><b>Traffic Management:</b></p> <ol style="list-style-type: none"> <li>1. Kings Road j/w High Street – TBC</li> <li>2. Sandpit Lane - £12,500</li> <li>3. Bakers Lane, Ingatestone – Pedestrian warning signage - £3,500 - <b>Agreed</b></li> <li>4. New Road, Ingatestone – Grasscreech - £5,500</li> <li>5. Thoby Lane/Roman Road/Church Road – Junction Safety – design only – <b>Agreed</b></li> <li>6. Trueloves Lane/Roman Road – Junction Safety - £7,000</li> <li>7. Fryerning Lane/Mill Green Road/Blackmore Road – Church Green – In validation</li> <li>8. Doddinghurst Road., Brentwood – Parking Issues – In validation – may need to review site.</li> </ol> <p><b>Walking</b></p> <ol style="list-style-type: none"> <li>1. Sawyers Hall Lane - access to Brentwood Centre - £52,000 Cllr Aspinell questioned whether the money should come from LHP. The footbridge is the preferred option and the panel would like to know if the money included feasibility of both footbridge and underpass and if a saving could be made if the footbridge was investigated only. <b>Action: It was <u>agreed</u> that the proposed feasibility/design for the scheme should not be progressed for now, and Cllr Wagland would take up with Cllr Bentley, and proposal of DFT monies. Dan McLean would investigate the fee and whether it included feasibility study for the underpass as well as the footbridge.</b></li> <li>2. Ongar Road, Pilgrims Hatch – Pedestrian Crossing – In validation.</li> </ol> <p><b>Passenger Transport</b></p> <ol style="list-style-type: none"> <li>1. Danes Way, Pilgrims Hatch – Bus Shelter</li> <li>2. Replacement Bus Shelter – 122 Chelmsford Road</li> <li>3. Replacement Bus Shelter – 2 Chelmsford Road</li> </ol> <p>Panel waiting conclusion of country-wide audit.</p> <p><b>Cycling</b></p> <ol style="list-style-type: none"> <li>1. Cycle route between Brentwood High Street and Shenfield – approved in principle and waiting funding.</li> <li>2. Weald Road – Cycle Route – In validation.</li> </ol>	DM

	<p>The Panel raised concerns over the number of schemes entered at the beginning of the year and if schemes were not progressed, then money allocated would then be lost. The Panel questioned whether the situation was unique to Brentwood or were other LHP's experienced similar issues. This year is an exceptional year due to Covid-19 and the Panel did not want to lose out on monies through no fault of their own. Cllr Aspinell suggested the Panel should allocate more than 100% on the money to schemes and if schemes came in cheaper that money could be put towards outstanding schemes.</p>	
<b>7.</b>	<p><b>Any Other Business</b></p> <ol style="list-style-type: none"> <li>1. Cllr Kendall asked Dan McLean whether two schemes had been put forward, namely Kings Road and Magpie Lane. Dan confirmed both schemes would appear on the paperwork for the next meeting.</li> <li>2. Cllrs Cloke and Kendall raised concerns regarding the Fords Warley development and safety concerns over the removal of the underground footbridge. Cllr Cloke said no S106 monies had been allocated as this was a permitted development site, but the money could be used for safety measures. Concerns were also raised regarding the parking issues and not meeting the borough's standards. Cllr Wagland had looked into this matter and had received feedback which was discussed outside of the LHP.</li> </ol>	
<b>8.</b>	<p><b>Date of next meeting:</b> Wednesday 16 December 2020.</p>	