

## MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 15 MARCH 2019 at 09:15hrs

COUNCIL CHAMBER, PRINCES ROAD, MALDON

<b>Chairman:</b>	Councillor M Durham
<b>Panel Members:</b>	Councillors Mrs B F Acevedo, J Anderson, H Bass, Mrs P A Channer and R Pratt
<b>Officers:</b>	Sonia Church – Highway Liaison Manager Jon Simmons – Highway Liaison Officer Tom Eng – Highway Liaison Officer
<b>Secretariat:</b>	Berna Casey

Item		Owner
1.	<p><b>Welcome and Introductions:</b></p> <p>The Chairman welcomed Tom Eng, Assistant Highway Liaison Officer, who will replace Jon Simmons, Highway Liaison Officer for the Maldon District Local Area Highways Panel. It was noted that Jon Simmons will attend the next panel meeting by way of a handover and to provide support.</p>	<b>Chairman</b>
2.	<p><b>Apologies for absence:</b></p> <p>There were none.</p>	<b>All</b>
3.	<p><b>Minutes of meeting:</b></p> <p>The Minutes of the meeting held on 14 December 2018 were Received and Confirmed subject to amendment of the following inaccuracies:-</p> <p>That all references throughout the minutes to Wants road should read <b>Wantz</b> Road.</p> <p>On bottom of page 6 -<u>Item 21 LMAL172015 – West Bowers Road j/w Stay's Road</u> should read j/w <b>Stivy's Rd</b>.</p> <p>On page 7 - Item <u>23 lmal162071 – Limebrook Way j/w Wantz Road, Maldon</u> should read <b>j/w Mundon Road</b>.</p>	<b>ALL</b>



4.	<p><b>Matters Arising from Minutes of the previous meeting:14 December 2018</b></p> <p>Councillor Mrs Acevedo, referring to page 5 of the minutes, <u>Item 1 – LMAL162104 – B1010 Lower Burnham Road, Althorne</u>- said that whilst the minute states completed she had not had sight of the plans in advance of completion. Therefore, what was agreed to was an outline plan and what was implemented was not what was expected. The Highway Liaison Officer confirmed that the scheme had been implemented and the designs had been circulated to the County and District Members, which was the process agreed previously by the Panel.</p> <p>Councillor R Pratt corroborated Councillor Mrs Acevedo’s comments that what was implemented was not what was expected, he had misinterpreted the drawings, the gate treatment was insignificant and according to the residents sited in the wrong place, it should have been at the beginning of the village to convince drivers to slow down.</p> <p>The Highway Liaison Officer referring to the previous discussion on this reminded the Committee that the problems had been with compliance in the 30mph and not the 40mph and following further investigation this was still the case. Councillor Acevedo said that she felt the 40mph should be a 30mph limit as the majority of the village was located in the 40mph zone. She said she intended investigating this further as the location meets the criteria of a village and should be a 30mph speed limit.</p> <p>The Highway Manager advised that the correct process had been followed in this instance. She reminded Members that should they wish to raise a complaint on this issue the procedure was to go through the ECC Cabinet Member, Councillor Bentley, who will hold a Highway Surgery to discuss the issue. Councillor Pratt informed the Committee that he had attended the Highway Surgery meeting, with representatives from Althorne Community Together and the conclusion was that this was a primary road and the speed limit was consistent with the category of the road. Councillor Pratt said that he was happy to support Councillor Acevedo in revisiting this issue.</p> <p>Councillor Heard, referring to Page 11- Any Other Business, raised the issue of public participation and wondered why it was not on the agenda for today’s meeting. The Chairman reminded the Committee that membership had been extended to include Parish Council representation and that the panel was not obliged to make the meetings open to the public. However, he was happy to put it on the next agenda and all agreed that consistency in panel arrangements across the piece was the preferred model. Furthermore, it would be best to make a decision in April with the new administration in place.</p>	ALL
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	<p>The Highway Liaison Officer referring to page 5 - <u>Item 1 – LMAL162104-B1010 Lower Burnham Road, Althorne</u>, advised the Panel that he would circulate the Highway Manager's assessment report, the budget update and the Maldon Signage Review report following the meeting.</p>	
<b>5.</b>	<p><b>Approved Works Programme Update 2018/19: MARCH 2019</b></p> <p>Received the Approved Works Programme, an updated version of which was circulated to Panel Members, that contained scheme descriptions and allocated budgets for respective schemes.</p> <p>It was noted that those schemes shaded green were completed. Where an update had been provided by Officers, this was shaded yellow and schemes that had been cancelled were shaded grey.</p> <p><u>Item 1 - LMAL162104 -B1010 Lower Burnham Road, Althorne – Traffic Management Improvement</u> – Noted that this scheme was completed</p> <p><u>Item 2 - LMAL162090 – Adjacent White Lyons/ Bradwell Church, High Street, Bradwell-on-Sea – Traffic Management Improvements</u> – Awaiting a delivery date from design.</p> <p><u>Item 3 - LMAL142037 – Southminster Road (Old Heath to Mangapp Manor) Burnham-on-Crouch – Walkable Verge</u>- Noted this scheme was now completed.</p> <p><u>Item 4 - LMAL162050- Tiptree Road, Great Braxted – Traffic Management Improvements</u> – Noted this scheme was now completed.</p> <p><u>Item 5 - LMAL172003 – The Causeway/The Square/The Street, Heybridge- Roundabout Improvements</u> - Noted this scheme was awaiting a delivery date from the DDG.</p> <p><u>Item 6 - LMAL161011 – LOWER Burnham Road 600m west of j/w Rectory Lane, Latchingdon – Vehicle restraint system</u> – Noted scheme now completed.</p> <p><u>Item 7 - LMAL162088 – Witham Road j/w Lea Lane, Little Braxted – HGV signage</u> – Noted awaiting a delivery date.</p> <p><u>Item 8 - LMAL142006 – Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) – Footpath</u> – Noted awaiting a delivery date.</p> <p><u>Item 9 - LMAL 172028 – Keats Close, Maldon – Bollards</u>- Noted awaiting a delivery date.</p> <p><u>Item 10 - LMAL185002 – Fambridge Road near Wallace Binder Close, Maldon, Bus cages</u> – Noted awaiting a delivery date.</p>	

<p><u>Item 11 - LMAL155008 – Imperial Avenue, Maylandsea – Passenger Transport</u> – Noted scheme now completed.</p> <p><u>Item 12 - LMAL152010 – Fambridge Road (Lower Burnham Road to Rectory Road), North Fambridge – Study into provision of footway</u> – Noted awaiting an implementation date.</p> <p><u>Item 13 - LMAL142031 – B1010 Fambridge Road (The Wash to Roundbush P/H), Purleigh – Traffic Management Improvements</u> – Noted awaiting an implementation date.</p> <p><u>Item 14 - LMAL152017 – Church Street, Tollesbury – Dropped kerbs</u> – The Highway Liaison Officer advised the Panel that in respect of this scheme and scheme 15, post the last meeting, there had been an increase in costs and the rationale for this had been circulated to Members. Both schemes were now successfully completed, and the Parish was very happy with the outcome.</p> <p><u>Item 15 - LMAL162093 – Parish Rooms, Church Street, Tollesbury – Pedestrian access improvements</u> – As above.</p> <p>At this point a number of schemes still outstanding was noted. The Highway Manager said that this mirrored the situation county-wide. The reason for this was that both feasibility studies and designs were back ended to the last quarter, resulting in an incomplete looking picture. Going forwards they would look towards these being completed by the end of February thus improving the situation. However, it was further noted that the feasibility studies should not overrun and will come out of this year's budget. The actual works would be placed on the potential list of works for the following year.</p> <p><u>Item 16 - LMAL172015 – West Bowers Road j/w Stivy's Road, Woodham Walter</u> – Noted awaiting an implementation date.</p> <p><b><u>Approved Schemes – Prioritised for Rolling Programme</u></b></p> <p><u>Item 17 - LMAL158004 – Footpath 4 (Kelvedon Road to Goat Lodge Road), Great Totham – ProW</u> – This scheme was not prioritised by the Panel for funding in 2019/20.</p> <p>Item 18 - LMAL162071 - Limebrook Way j/w Wantz Road, Maldon - Traffic Management Improvements – This scheme was prioritised for delivery in 2019/20 at the December 2018 Panel meeting.</p> <p><u>Item 19 - LAML165017 – Outside The Lower Plume School, Mill Road, Maldon – Passenger Transport</u> - This scheme was not prioritised by the Panel for funding in 2019/20.</p>	
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<p>6.</p>	<p><b>Potential Schemes List (VERSION 31) 2018/19:</b></p> <p><b>Budget Summary 2019/20</b></p> <p>The Highway Liaison Officer took the Panel through the budget summary. He suggested that the Panel may wish to consider holding back a small percentage, e.g.10% of the capital budget, as a contingency fund, to allow for quick delivery of small emergency schemes. The level of spend to be agreed between the County/ Divisional Member, approved by the Chairman and reported back to the Panel at the next meeting.</p> <p>A debate ensued and concerns were raised regarding this model, where decision-making should sit and the overall limited budget available. The Chairman reminded members that everything has to go through the Cabinet member regardless. The Highway Manager said that the reason they were proposing this model was as a result of the success of the Direct Delivery Gang, however it was up to the Panel to decide the way forward. She said that the rationale was identifying areas where efficiencies can be made, and smaller schemes came under that category.</p> <p>Councillor Mrs Acevedo expressed concern regarding this and felt that there were more important schemes on the potential schemes list that required funding as opposed to signing/lining.</p> <p>The Highway Liaison Officer suggested that the Panel go through the potential schemes list and should there be any budget remaining the Panel could then decide how to allocate that going forwards.</p> <p>It was noted that the Panel had responsibility for deciding on all schemes under £200,000. Any individual scheme costing £200,000 or more would require specific Cabinet Member sign-off.</p> <p>The Chairman reminded the Panel that the first two digits under the cost code on the Potential Schemes List denoted the age of the scheme which may be helpful when working through the list.</p> <p><b>Safer Roads</b> Noted that this was a statutory function being taken forward by the County Council.</p> <table border="1" data-bbox="279 1731 1273 1798"> <tr> <td>Total Value of Schemes</td> <td>£7,000</td> </tr> </table> <p><u>Item 1 - B1018 - Burnham Road j/w Green Lane, Althorne – Signing/lining</u> - Noted that this was a statutory function being taken forward by the County Council.</p>	Total Value of Schemes	£7,000	<p><b>Jon Simmons</b></p>
Total Value of Schemes	£7,000			

<b>Traffic Management</b>	
Total Value of Schemes	£136,000
<p><u>Item 3 - B1021 Bradwell Road, Mill End, Bradwell on Sea - Traffic management Improvements</u> – Noted that this scheme be moved to the Approved Works Programme.</p> <p><u>Item 6 - Eves Corner B1021 Southminster Road j/w Mill Road/Green Lane, Burnham-on-Crouch - Traffic management improvements</u> – Noted and agreed to move to the Approved Works Programme.</p> <p><u>Item 7 - B1010 Maldon Road, Burnham-on-Crouch - 30mph carriageway roundels Speed/volume of traffic</u> – Noted and agreed to move to the Approved Works Programme.</p> <p><u>Item 8 - O/s Library Station Road Burnham-on-Crouch - Directional sign to St Cuthbert's Church</u> – Noted and agreed this be removed from the Potential Schemes List.</p> <p><u>Item 9 - Southminster Road (Old Heath Road to Mangapps Manor) Burnham-on- Crouch - Walkable verge/footway</u> – Noted and agreed that the Highway Liaison Officer liaise with the Rangers to undertake frequent maintenance of the verges and that the scheme remain on the Potential Schemes List until the next Panel Meeting.</p> <p><u>Item 12 - Site 1 – Goldhanger Road, Site 2 – Broad Street Green, Site 4 – Heybridge Approach, Site 5 – Langford Road, Heybridge - Village gateway treatments (post/rail)</u> – Noted and agreed to move to the Approved Works Programme and potentially reduce costs through use of the DDG for delivery.</p> <p><u>Item 18 - Near 20 Coleridge Road, Maldon - Measures to stop vehicles parking on footway and adjust fall of footway away from the property</u> - Noted and agreed that this be moved to the Approved Works Programme.</p> <p><u>Item 20 – Main Road Mundon- Traffic Management Improvements</u> – Noted and agreed to move to the Approved Works Programme.</p> <p><u>Item 22 - Church Hill/The Street, Purleigh - Kerbing of verge Parked cars causing verge damage Purleigh</u> - Noted that awaiting confirmation from the Parish Council re funding this scheme prior to removal from the Potential Schemes list.</p> <p><u>Item 25 - Woodham Road/The Street, Stow Maries - Traffic management Improvements</u> - Noted and agreed that this be moved to the Approved Works Programme.</p>	

<p><u>Item 27 - Woodrolfe Road, Tollesbury - Surfacing in front of seawall Loose/unbound material spreading onto carriageway</u> – Noted and agreed that this be left on the Potential Schemes List for now and could be considered at a later date.</p> <p><u>Item 28 - D'Arcy Way, Tolleshunt D'Arcy - Cul de Sac signage Residential no through road Tolleshunt D'Arcy</u> – Noted and agreed that this remain on the Potential Schemes list and the Highway Liaison Officer will report back to the next panel meeting.</p> <p><u>Item 29 - Factory Hill/Brook Road/D'Arcy Road, Tolleshunt Knights – Traffic Management Improvements</u> - Noted and agreed to move to the Approved Works Programme.</p> <p><u>Item 30 - Mill Lane j/w Beckingham Street, Tolleshunt Major - HGV Signage Improvements/Road not suitable for HGV's</u> - Noted and agreed that this remain on the Potential Schemes list for now because it was reported that there had been a number of emails regarding this and it may be useful to have a conversation with the Planning Department before removal.</p> <p><u>Item 32 - B1018 Langford Road, Wickham Bishops - Carriageway improvements Width of road when two vehicles try to pass</u> – Noted and agreed that this was a major scheme and should be removed as it was not within the remit of the Panel.</p> <p><u>Item 33 - Tiptree Road, Wickham Bishops - Footway to link new development to Witham Road</u> – Noted and agreed that this be moved to the Approved Works Programme.</p> <p><u>Item 34 – Witham Road/Maypole Road/Kelvedon Road/The Street, Wickham Bishops – Traffic Management Improvements</u> – Noted and agreed that this be moved to the Approved Works Programme.</p> <p><u>Item 35 - Tom Tit Lane near j/w A414 Maldon Road, Woodham Mortimer - Request for Unsuitable for HGV signage</u> – Noted and agreed that this be moved to the Approved Works Programme.</p> <p><b>Walking</b></p> <table border="1" data-bbox="295 1659 1273 1722"> <tr> <td>Total value of Schemes</td> <td>£12,000</td> </tr> </table> <p><u>Item 1 - B1010 Chelmsford Road (Spar Lane to Edgeware Veterinary Practice), Purleigh - Extension of existing footway</u> – Noted and agreed that this be moved to the Approved Works Programme. It was further noted that the Parish was very proactive in supporting initiatives.</p>	Total value of Schemes	£12,000	
Total value of Schemes	£12,000		

	<p><u>Item 2 - Church Road (Holt Drive to Blacksmiths Lane) and Arbour Lane (Blacksmiths Lane to Grange Road), Wickham Bishops – Footways</u> – Noted and agreed that this remain on the Potential Schemes list for now.</p> <p><b>Passenger Transport</b></p> <table border="1" data-bbox="295 450 1273 512"> <tr> <td>Total Value of Schemes</td> <td>£23,000</td> </tr> </table> <p><u>Item 1 - B1018 Southminster Road near Dairy Farm Road, Althorne/Mayland - New bus stop</u> – Noted and agreed that the Panel would await the outcome of the validation and make an informed decision at the June 2019 panel meeting.</p> <p><u>Item 2 - Burnham Road, Latchingdon Wooden bus shelter Stop ID 1500LATCHG2 – metal shelter needs replacing</u> – As above.</p> <p><u>Item 3 - Fambridge Road, Maldon New bus stop poles/flags/timetables</u> – As above.</p> <p><b>Public Rights of Way</b></p> <table border="1" data-bbox="295 1025 1273 1088"> <tr> <td>Total Value of Schemes</td> <td>£100,500</td> </tr> </table> <p><u>Item 1 - Byway 32 Purleigh (Roundbush Road to Howe Green Road) - Improve drainage, rebuild surface, install heavy duty removable bollards</u> – The Chairman put the proposal to remove this scheme to the Panel and it was carried, with one against, Councillor Mrs P A Channer.</p> <p><u>Item 2 - Handley's Lane, between Kelvedon Road and Handley's Lane roadway, Wickham Bishops - Surface improvements to byway to allow all year-round usage</u> - The Panel agreed that the top section be prioritised and that the Highway Liaison Officer liaise with the Public Rights of Way Team and Councillor Bass regarding the planings in order to complete the middle section – estimated spend £14,500. This will be reported back at the June 2019 Panel meeting.</p>	Total Value of Schemes	£23,000	Total Value of Schemes	£100,500	
Total Value of Schemes	£23,000					
Total Value of Schemes	£100,500					
<p><b>7.</b></p>	<p><b>Section 106 Schemes Update: 2018/19</b></p> <p>The Panel noted the update.</p> <p>Councillor Heard raised an issue of concern in relation to the development near Morrisons, exacerbated by the removal of a traffic island to make way for the new slip road, which made access to the bus stop very difficult. He asked if this was something that could be dealt with by this panel. The Highway Liaison Officer said that on submission of an LHP scheme request they would inspect the</p>	<p><b>Jon Simmons</b></p>				



	junction and, if there was a suitable scheme to bring forward to this panel, then he would report back.	
8.	<p><b>Maldon District Highway Rangers – Works Summary to December 2018 and Revenue Spend Update 2019/20:</b></p> <p>The Panel received the Works Summary noting that there were very few parish requests on the list. The Highway Manager advised that if the parishes go direct to the rangers these will not be recorded. It was noted that there had been a lot of highway ranger issues given the recent high winds.</p> <p>The Highway Liaison Officer took the panel members through the works Summary and highlighted reporting references that denoted Maldon requests versus Essex requests.</p> <p>He further reiterated the various ways of contacting or raising an item of work with the rangers: - by email via the direct LHP inbox: - <a href="mailto:LHP-Rangers@essexhighways.org">LHP-Rangers@essexhighways.org</a>, Link to Online LHP request form: – <a href="https://www.essexhighways.org/tell-us/lhp-request-member.aspx">https://www.essexhighways.org/tell-us/lhp-request-member.aspx</a></p> <p>He also advised that District Council and Highway Inspectors when undertaking their routine safety inspections will raise items of work as required.</p> <p>Councillor Heard asked that the Panel’s thanks be passed to the rangers commending them for their sterling work. The Highway Liaison Officer said that he would convey the Panel’s appreciation.</p>	Jon Simmons
9.	<p><b>Any Other Business:</b></p> <p>The Highway Manager asked the Panel what their preferred way of working was going forward. Currently there was a push to go electronic and she wanted to determine what members felt might still be beneficial via hardcopy and what the electronic route offered. She advised that a survey would be sent around at a later stage to determine actual preferences.</p> <p>Councillor Heard raised the issue about impending changes to the panel and that all members needed to be involved in this type of decision-making. The majority of members supported the electronic route with electronic updates as required.</p> <p>The use of ‘MapEssex’ was raised and the benefits it provided to Members in that it showed all the highway works underway. Map Essex is an interactive highway information mapping system available through the Essex Highways Service Information Centre. Link to Map Essex: <a href="https://www.essexhighways.org/transport-and-roads/interactive-maps-and-live-travel-information/highways-information-map.aspx">https://www.essexhighways.org/transport-and-roads/interactive-maps-and-live-travel-information/highways-information-map.aspx</a></p>	ALL

	<p><b>Dates of Meetings for 2019/20</b></p> <p>The following dates were agreed:</p> <ul style="list-style-type: none"><li>• Friday 14 June 2019,</li><li>• Friday 6 September 2019,</li><li>• Friday 6 December 2019</li><li>• Friday 6 March 2020.</li></ul>	
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The meeting closed at 11:28am