

MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 14 JUNE 2019 at 09:15hrs

COUNCIL CHAMBER, PRINCES ROAD, MALDON

Chairman:	Councillor M Durham
Panel Members:	Councillors J Anderson, R G Boyce MBE, Mrs PA Channer CC, R Pratt CC and Mrs M E Thompson
Officers:	Jon Simmons – Highway Liaison Officer Tom Eng – Highway Liaison Officer
Secretariat:	Berna Casey

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed Members to the newly constituted Highways Panel and asked all present to introduce themselves.	Chairman
2.	Apologies for absence: There were none.	All
3.	Minutes of Previous Meeting: The Minutes of the meeting held on 15 March 2019 were Received and Confirmed.	All
4.	Matters Arising from Minutes of the previous meeting:15 March 2019 Page 4 - first paragraph - Item 1 – LMAL162104-B1010 Lower Burnham Road, Althorne, the Highways Liaison Officer advised the Panel that the Highway Manager's assessment report, the budget update and the Maldon Signage Review report had circulated to Panel Members. Page 5 - 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 - The Highways Liaison Officer advised the Panel that following discussions the Parish was more	All



	<p>concerned about the middle section. The Public Rights of Way Team were organising re-delivery of the planings for that section.</p> <p>The Chairman reported that he had been in discussion regarding the planings with former Councillor Bass as the original delivery was unsuccessful due to a bollard impeding access. He said he would update Mr Bass accordingly.</p>	
5.	<p>Update:</p> <ul style="list-style-type: none">• Direct Delivery Gang 2018/19 Success <p>The Panel received a presentation from the Highways Liaison Officer detailing the key areas of work covered by the Direct Delivery Gang (DDG) 2018/19, the excellent and speedy completion rates; the savings achieved district-wide of over £54,000 together with a programme of future work.</p> <p>He reported that there were plans in place to increase the number of DDGs but that this would not adversely impact on the work of the Local Highways Panels (LHPs) as all areas have dedicated DDGs.</p> <p>The Panel noted that this was an excellent and successful initiative.</p> <ul style="list-style-type: none">• Overview of Map Essex <p>It was agreed that Highways Liaison Officer circulate the link to Map Essex following the meeting.</p> <ul style="list-style-type: none">• Panel Future <p>The Highways Liaison Officer advised the Panel that following the outcome of the survey on what should change and what should remain at Panel level one of the areas identified was to change report titles. The <i>Approved Works Programme</i> had been renamed <i>A Funded Schemes List</i> and the Potential Schemes List changed to <i>Schemes Awaiting Funding</i>. This was to avoid confusion around what was funded and what was not.</p> <p>The Panel then discussed the preferred format of the agenda and reports pack. Some preferred a pdf approach circulated by email whilst others lobbied for the use of Mod.gov, citing the advantage of being able to annotate documents online. It was agreed that the mechanics of this be discussed by Officers outside of the meeting.</p> <p>The Chairman reported that at a recent Chairman's Panel Meeting it was agreed that applications would be processed through the County Member. In practical terms the process would start with the Parish sending/emailing the report to the County Member who, if supporting the scheme, would forward it to the Highways Authority. It was agreed that the new application form be sent to the Parishes with a covering</p>	Tom Eng

	<p>email reaffirming the process that included copying in the relevant district Councillor as appropriate.</p> <ul style="list-style-type: none"> • Appointment of a Vice-Chairman <p>The Chairman raised the need to elect a Vice-Chairman to the newly constituted Panel. Referring to the Terms of Reference for the Panel he said this was a Chairman's nomination. He proposed that for continuity Councillor R Pratt be returned as Vice-Chairman and this was duly seconded. The Chairman put the proposal to the Panel and this was agreed.</p>	
6.	<p>Report on Funded Schemes List 2019/20:</p> <p>The Highway Liaison Officer took the Panel through the budget summary:-</p> <p>Budget Summary 2019/20 Capital Budget £200,000 Safer Roads Schemes £7,000 Total Value of other Commissioned Schemes £109,500 18/19 schemes Rolled into 19/20 £11,000 Remaining Budget to Allocate £72,500</p> <p>Received the newly titled Funded Schemes List, an updated version of which was circulated to Panel Members, that contained scheme descriptions and allocated budgets for respective schemes.</p> <p>For ease of reference those schemes shaded green denoted completed. Where an update had been provided by Officers, this was shaded yellow, schemes that had been cancelled were shaded grey and those for removal were red.</p> <p>Funded Schemes 2018-19 - Total Value of Schemes - £43,000</p> <p><u>Item 1 -Adjacent White Lyons/Bradwell Church, High Street, Bradwell on Sea -Traffic Management Improvements</u> - Noted that the majority of the Panel had agreed by email to the top up of funding.</p> <p><u>Item 2 - B1010 Fambridge Road, (The Wash to Roundbush P/H), Purleigh – Traffic Management Improvements –</u> Noted that the feasibility study only has been completed. The outcome was that the scheme was not cost effective.</p> <p>At this point the Panel noted that the title of 'Funded Schemes List' could be misleading as members of the public might think that, in the case of Item 2, the scheme was fully funded, not just the feasibility study, which could be viewed as misrepresentation. It was agreed to clarify the exact status of the scheme in the 'Comments' section and</p>	Tom Eng

	<p>discuss the title and comment section further with the Highways Manager.</p> <p><u>Item 3 - West Bowers Road j/w - Stivy's Road, Woodham Walter – Traffic Management Improvements</u> – Noted that no response had been received from the Engineer and the Parish was not happy with the result. The Highways Liaison Officer said he would progress this with the Senior Engineer and report back.</p> <p><u>Item 4 - The Causeway/TheSquare/The Street, Heybridge – Roundabout improvements</u> – Noted this scheme was completed</p> <p><u>Item 5 - Fambridge Road (Lower Burnham Road to Rectory Road), North Fambridge - Study into provision of footway</u> – Noted that due to unforeseen serious staff issues and handover arrangements to a new engineer this scheme be rolled into the delivery schedule 2019/20.</p> <p><u>Item 6 - Witham Road j/w Lea Lane, Little Braxted - HGV signage</u> – Noted this scheme had been completed by the DDG.</p> <p><u>Item 7 - Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) -Footpath</u> – Noted that, as with Item 5, this scheme be rolled into the 2019/20 delivery schedule.</p> <p>Funded Schemes 2019-20 Total Value of Schemes - £116,500</p> <p><u>Item 1 - North-east section Handleys Lane, Wickham Bishops - Surfacing improvements</u> – Noted that the middle section of this scheme will be completed, the remainder moved to the <i>Schemes Awaiting Funding List</i> and the outstanding £14,500 re-allocated to other schemes.</p>	
7.	<p>Report on Schemes Awaiting Funding List</p> <p>Traffic Management - Total Value of schemes - £95,500</p> <p>For ease of reference those schemes shaded green denotes they have been validated as being feasible and are available for Consideration. Those shaded amber are awaiting the results of a feasibility study and red denotes schemes that are against ECC policy or there is no appropriate engineering solution. Finally, white is where a request has been received and is in the initial validation process.</p> <p>Traffic Management - £95,500 Walking - £4,000 Passenger Transport - £10,000 Public Rights of Way - £36,000</p>	Tom Eng

	<p>The Chairman suggested that it may be best to allocate to schemes as opposed to feasibility studies thus achieving tangible results. However, he would leave that to the Panel to decide.</p> <p><u>Item 2 - Cedar Grove, Burnham on Crouch – Footway improvements</u> – Noted that this scheme be removed from the list</p> <p><u>Item 3 - Mill Lane j/w -Buckingham Street, Tolleshunt Major -HGV Signage Improvements</u> - Noted that £13,000 was a lot for a feasibility study and that this would be discussed further at the next meeting.</p> <p><u>Item 4 - B1018 Langford Road, Wickham Bishops - Carriageway improvements</u> – Noted to be discussed at the next meeting.</p> <p><u>Item 5 - Southminster Road j/w Hall Road, Asheldham - Signage improvements</u> – Noted and agreed to move this to the Funded Schemes List.</p> <p><u>Item 6 - Asheldham Centre, Hall Road, Asheldham - Warning signs for pedestrians in road</u> – Noted and agreed to move this to the Funded Schemes list.</p> <p><u>Item 8 - Church Lane, Honeypot Lane & Crows Lane, Stow Maries 7.5 tonne environmental weight limit</u> – Agreed that this scheme be removed from the list.</p> <p><u>Item 10 - Church Road, Tolleshunt Major – Signage Installation of "No Through Road" signage</u> – Noted and agreed to move to the Funded Schemes list delivered by the DDG.</p> <p><u>Item 11- Woodrolfe Road, Tollesbury - Surfacing in front of seawall</u> - Noted to be discussed further at the next meeting.</p> <p><u>Item 12 - A414, Maldon Road (Oak Corner to Post Office Road) Woodham Mortimer - Measures to help pedestrians cross the road to bus stops</u> – Noted and agreed to move the scheme to the Funded Schemes list for design purposes.</p> <p><u>Item 13 - School Road & The Street, Little Totham - Routing of HGV vehicles</u>- Noted and agreed to remove this scheme from the list.</p> <p><u>Item 14 - Witham Road/Little Braxted Road, Little Braxted - Measures to stop HGV's using roads unnecessarily</u> – Noted and agreed to remove this scheme from the list.</p> <p><u>Item 15 - O/s Library Station Road Burnham on Crouch - Directional sign to St Cuthbert's Church</u> – Noted and agreed to move this to the Funded Schemes List, delivered by DDG.</p>	
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8.	<p>Appendix 1 (electronically only)</p> <p>Noted that the update on Rangers, Traffic Surveys, VAS maintenance and Section 106 would be circulated electronically going forward.</p>	Tom Eng

	<p>Should any Panel member have an issue or require further information they can email Tom Eng, the Highways Liaison Officer for an update.</p>	
<p>9.</p>	<p>Any Other Business:</p> <p>Date of Next Meeting</p> <p>Agreed as Friday 6 September 2019.</p> <p>Panel Vacancy</p> <p>Noted that this would be appointed to by Council on 26 June 2019</p> <p>Market Hill</p> <p>Noted that the Transport Quality Assurance (TQA) work on Market Hill was not linked with LHP work. The Highways Liaison Officer would check with Essex Highways engineers and report back</p> <p>Engagement with the Highways Liaison Officer</p> <p>Tom Eng, the new Highways Liaison Officer advised the Panel that he was happy to meet with Members on a 1 to 1 basis as required. He was also available on email.</p> <p>Councillor Durham, on behalf of the Panel, thanked Mr Jon Simmons, Essex Highways, for all his excellent help and support over the years.</p>	<p>ALL</p>

The meeting closed at 10:36am