

## MALDON LOCAL HIGHWAYS PANEL MEETING AGENDA

<b>Date:</b>	Friday 11 <sup>th</sup> December 2020
<b>Time:</b>	09:15am
<b>Venue:</b>	Video Conference Call due to current covid-19 restrictions.
<b>Chairman:</b>	County Councillor MFL Durham
<b>Panel Members:</b>	Essex County Council – Councillor Mrs PA Channer and R Pratt Maldon District Council – Councillor M R Edwards, R H Siddall and W Stamp Parish Council Representative – Mr J Anderson
<b>Officers:</b>	EH Thomas Eng – Assistant Highway Liaison Officer EH Sonia Church – Highway Liaison Manager EH Ian Henderson – Road Safety Engineering Team Leader
<b>Secretariat:</b>	Maldon District Council – Berna Casey/Charlotte Elderton

Page	Item	Subject	Lead	Paper
	1	Welcome & Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
P1-5	3	Minutes of meeting held on 2 <sup>nd</sup> October 2020 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
	5	Casualty Reduction 2021/22	Ian Henderson	Verbal
P6-8	6	Report on Funded Schemes 2020/21	Thomas Eng	Report 1
P9-16	7	Report on Schemes Awaiting Future Funding	Thomas Eng	Report 2
	8	Any other business:	All	Verbal
	9	Date of next meeting: TBC	Chairman	Verbal

# MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 2 OCTOBER 2020 at 09:15hrs

## REMOTE MEETING

<b>Chairman:</b>	Councillor M F L Durham
<b>Panel Members:</b>	Councillors J Anderson, Mrs P A Channer, CC, M W Helm, R Pratt CC and Mrs M E Thompson
<b>Officer:</b>	Sonia Church, Highways Liaison Manager, Tom Eng, Highways Liaison Officer
<b>Secretariat:</b>	Berna Casey, Charlotte Elderton

Item		Owner
1.	<b>Welcome and Introductions:</b>  The Chairman welcomed all Members to the remote meeting of the Maldon District Local Highways Panel and advised on the protocol for today' meeting.	Chairman
2.	<b>Apologies for absence:</b>  There were none.	All
3.	<b>Minutes of Previous Meeting:</b>  The Minutes of the meeting held on 5 June 2020 were Received and Confirmed.	All
4.	<b>Matters Arising from Minutes of the previous meeting: 5 June 2020</b>  <u>Page 2 - Item 8 – Limebrook Way j/w Mundon Road/Wantz Road, Maldon – Signage improvements A414 (Mundon Road) to Hythe Quay and Promenade Park</u> - The Highways Liaison Officer reported that all signage issues had been satisfactorily resolved and all were content with the scheme outcome.  <u>Page 5 - Item 14 - Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) – It was agreed that this scheme would remain on the awaiting funding list as discussions had yet to take place with the landowners.</u>	All

5	<p><b>Report on Funded Schemes – 2020/21:</b></p> <p>The Highways Liaison Officer drew Members attention to page 10 of the report.</p> <p><b>Budget Summary 2019/20</b> Capital Budget - £200,000 Safer Roads Schemes - £27,750 Estimated Value of other Commissioned Schemes - £156,000 <b>Remaining Budget to Allocate £16,250</b></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>Members noted those schemes completed and the estimated completion timeline for the remainder.</p> <p>Councillor Pratt referring to a completed scheme <u>Item 4 – Eves Corner B1021 Southminster Road j/w Mill Road/Green Lane, Burnham-on-Crouch - Bend signs, carriageway markings and kerb improvements</u> – reported that one of the signs had been knocked down.</p>													
6.	<p><b>Report on Schemes Awaiting Funding:</b></p> <p>For ease of reference those schemes shaded green denoted they had been validated as being feasible and were available for consideration. Those shaded amber were awaiting the results of a feasibility study and red denoted schemes that were against Essex County Council (ECC) policy or there was no appropriate engineering solution. Finally, white was where a request has been received and was in the initial validation process.</p> <p>The Highways Liaison Officer drew the Panel’s attention to page 11 of the report.</p> <p><b>Budget Summary</b></p> <table><tr><td>Safer Roads</td><td>£0</td></tr><tr><td>Traffic Management</td><td>£1,500</td></tr><tr><td>Walking</td><td>£0</td></tr><tr><td>Passenger Transport</td><td>£10,000</td></tr><tr><td>Public Rights of Way</td><td>£0</td></tr><tr><td><b>Total</b></td><td><b>£11,500</b></td></tr></table> <p><b>Traffic Management</b></p> <p><u>Item 5 - Mill Lane j/w Buckingham Street, Tolleshunt Major - HGV signage improvements</u> – Agreed that this remain on the list subject to</p>	Safer Roads	£0	Traffic Management	£1,500	Walking	£0	Passenger Transport	£10,000	Public Rights of Way	£0	<b>Total</b>	<b>£11,500</b>	<p><b>Highways Liaison Officer</b></p>
Safer Roads	£0													
Traffic Management	£1,500													
Walking	£0													
Passenger Transport	£10,000													
Public Rights of Way	£0													
<b>Total</b>	<b>£11,500</b>													

	<p>the outcome of the related planning application at North Western Area Planning Committee.</p> <p><u>Item 6 – Tiptree Road, Wickham Bishops – Footway – investigation into the possibility of linking the footway</u> – Agreed that this scheme be moved into this year’s funded schemes list.</p> <p><u>Item 7 – Woodham Road/The Street, Stow Maries – Traffic management improvements – road narrowing and/or priority parking</u> – Agreed that this scheme be removed from the list.</p> <p><u>Item 9 - Steeple Road, Mayland - Request to investigate the possibility of reducing the speed along Steeple Road</u> - Noted that Highways Officers were reluctant to reduce speeds, however, given the impact of COVID-19 a change in policy was imminent and speed reductions would be supported going forwards. This scheme would form part of a number of schemes subject to re-assessment once the new policy was in place.</p> <p>Further discussion took place on this scheme and it was agreed that the relevant Councillor together with representatives from Steeple Parish attend a surgery meeting with Councillor Bentley, Cabinet Member for Infrastructure, to determine the way forward.</p> <p>Concerns were raised regarding the loss of institutional memory and the importance of ensuring all previous relevant coded red schemes be addressed under the new policy. The Highways Liaison Manager reassured Members that the archive on the Highways website had a comprehensive record of all schemes.</p> <p>The Chairman proposed that he write to Councillor Bentley to seek clarification on the timeline for the policy changes and this was agreed.</p> <p><u>Item 11 - Limebrook Way, Maldon - Speed reduction Request to investigate a possible speed reduction along the route</u> - Agreed to remain on the list for now and look at further reductions in speed should additional development takes place.</p> <p><b>Walking</b></p> <p><u>Item 1 - B1010 Chelmsford Road (Spar Lane to Veterinary Practice), Purleigh – Footway - Investigation into possible footway/walkable verge</u> – Agreed to leave on the list for now and the Chairman would discuss options with Councillor Channer outside of the meeting</p>	
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	<p><b>Passenger Transport</b></p> <p><u>Item 1 - Fambridge Road, Maldon, New bus stop poles/flags/timetables.</u> Agreed that this should be funded by the Developer and that the Highways Liaison Officer would liaise with the Developer as appropriate.</p> <p><u>Item 2 - B1018 Southminster Road near Dairy Farm Road, Althorne/Mayland, New bus stop</u> – Agreed that this scheme be removed and the Highways Liaison Officer to discuss a way forward with the Passenger Transport Team</p> <p><b>Public Rights of Way</b></p> <p><u>Item 1 - Byway 32 Purleigh (Roundbush Road to Howe Green Road)Improve drainage, rebuild surface, install heavy duty removable bollards.</u> Agreed that this remain on the list while further works were being investigated.</p>	
7.	<p><b>Any Other Business</b></p> <p>Councillor Channer asked if Parish Councils etc had to go through the Highways Department to access Highway Ranger Services. The Highways Liaison Officer said it was best to contact the Highway Ranger Service direct and that he would provide the contact details.</p> <p>The Chairman then addressed two issues raised by Maldon District Council's Countryside and Coast Manager. One related to a potential ECC Locality Fund request at Wickham Bishops to fund a footway connection between Maypole Road and Great Totham Road and the other was a request for funding from s106 budget for a pedestrian link at Barley Meadows to Scotts Hill, Southminster.</p> <p>On the first issue the Chairman advised that he required more detail prior to consideration. Subsequent to the meeting an ECC Locality Fund detailed application was emailed to the Chairman. The Highways Liaison Officer agreed to take forward the second issue at the on-site meeting scheduled to take place at midday on 2 October 2020 and report back to the Countryside and Coast Manager.</p> <p>Concerns were raised about speeding on Steeple Road. Councillor Pratt referred specifically to Item 1 under Traffic Management – <u>Brickhouse Farm Cottages, Steeple Road, St Lawrence- Traffic management improvements</u> – and said he felt that the best way forward was to hold an on-site socially distanced meeting with the residents and the Highways Manager to discuss options for dealing with the concerns. This was agreed.</p> <p>Finally, the Chairman thanked all for their contributions.</p>	

<b>8.</b>	<b>Date of next meeting</b>  Friday 11 December 2020.	
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The meeting closed at 11:00am

# **REPORT 1**

## **MALDON LOCAL HIGHWAY PANEL**

### **2020/21 FUNDED SCHEMES LIST**

This report provides an update on the current position of all the schemes which the Maldon Local Highway Panel has recommended for inclusion in the 2020/21 programme.

<b>Budget summary 2020-21</b>	
Capital Budget	£200,000
Safer Roads Schemes	£27,750
Estimated Value of other Commissioned Schemes	£157,500
Remaining Budget to Allocate	£6,000

Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel will be informed of any budget adjustments required.

## Funded Schemes 2020-21

Total Value of Schemes	<b>£185,250</b>
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Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	B1018 Langford Road, Wickham Bishops - Signing	Improvements to warning signs	Heybridge and Tollesbury	Wickham Bishops	Traffic Management	Total scheme	LMAL172008	£10,000	This scheme has now been passed to our Direct Delivery team for installation.	Q4
2	Plains Road, Great to Little Totham - Signing and lining	Warning signs and SLOW markings	Heybridge and Tollesbury	Little Totham	Traffic Management	Total scheme	LMAL182008	£6,000	Scheme completed.	COMPLETED
3	Woodrolfe Road, Tollesbury - Surface Improvements	Design of surfacing improvements and any necessary drainage works	Heybridge and Tollesbury	Tollesbury	Traffic Management	Design	LMAL182010	£6,500		Q4
4	Eves Corner B1021 Southminster Road j/w Green Lane and Mill Road, Burnham-on-Crouch - Signing	Signing and Lining	Southminster	Burnham on Crouch	Traffic Management	Implementation	LMAL172022	£6,500	Scheme completed.	COMPLETED
5	A414, Maldon Road, Woodham Mortimer - Speed Reduction.	Implementation of a 50mph speed limit	Maldon	Woodham Mortimer	Traffic Management	Implementation	LMAL182016	£19,500	A CMA has been written for Cllr Bentley as the scheme has received objections.	Q4
6	Southend Road and B1010, Burnham Road, Hazeleigh - Amendments to speed limit and gateways	40mph buffer and gateway features	Maldon	Hazeleigh	Traffic Management	Implementation	LMAL182028	£23,000	This scheme has now been passed to our Direct Delivery team for installation.	Q3
7	Limebrook Way j/w Mundon Road/Wantz Road, Maldon - Signing	Signing improvements	Maldon	Maldon	Traffic Management	Implementation	LMAL162071	£58,500		Q4
8	B1026 Maldon Road, Goldhanger - Casualty Reduction scheme	Junction signage improvements and vegetation clearance	Heybridge and Tollesbury	Goldhanger	Safer Roads	Total scheme	LMAL201001	£8,000		Q4
9	B1018 Southminster Road j/w Mayland Hill, Althorne - Casualty Reduction scheme	Potential junction improvements	Southminster	Althorne	Safer Roads	Total scheme	LMAL201002	£9,000	Scheme completed.	COMPLETED



## Funded Schemes 2020-21

Total Value of Schemes	<b>£185,250</b>
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Completed	Update
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
10	Maypole Road, j/w Back Lane, Great Totham - Casualty Reduction scheme	Potential junction improvements	Heybridge and Tollesbury	Great Totham	Safer Roads	Feasibility	LMAL201003	£9,500		Q4
11	Witham Road, Wickham Bishops - Junction and signing improvements	Investigation into the possibility of undertaking a review of the signing and lining along the route	Heybridge and Tollesbury	Wickham Bishops	Traffic Management	Total scheme	LMAL192002	£26,000		Q4
12	Tiptree Road, Wickham Bishops - Footway	Investigation into possibility of linking footway	Heybridge and Tollesbury	Wickham Bishops	Traffic Management	Feasibility	LMAL182022	£1,500	Funding commissioned to undertake further survey work and necessary write up to see if the scheme is feasible.	
13	Post Construction Audit for all Maldon schemes	Road safety audits post scheme installation	Various	Various	Safer Roads	Surveys	RSA3LMAL	£1,250		TBC

## MALDON LOCAL HIGHWAY PANEL

### REPORT 2 – SCHEMES AWAITING FUNDING

The Schemes Awaiting Funding List identifies all of the requests that have been received for the consideration of the Maldon Local Highways Panel. The Panel are asked to review the schemes, start to make their funding recommendations for those schemes they wish to see delivered and also choose to remove any which they would not wish to consider for future funding.

The breakdown of scheme types available for consideration is as below:

Budget Summary	
Safer Roads	£0
Traffic Management	£16,000
Walking	£0
Passenger Transport	£0
Public Rights of Way	£0
<b>Total</b>	<b>£16,000</b>

Costs supplied are estimates only and there is the possibility that a final scheme cost can change significantly dependant on issues which may arise during detailed design and construction.

On the Schemes Awaiting Funding List, the RAG column acknowledges the status of the scheme request as shown below:

<b>G</b>	The scheme has been validated as being feasible and is available for consideration
<b>A</b>	The scheme has previously been approved for a feasibility study and the results are awaited before the scheme can be fully considered
<b>R</b>	A scheme request has been received but is against ECC policy or there is no appropriate engineering solution
<b>V</b>	A scheme request has been received and is in the initial validation process

## Schemes Awaiting Funding

### Traffic Management

Total Value of schemes	£11,000
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Blackhouse Farm Cottages, Steeple Road, St Lawrence	Traffic management improvements	Southminster	St Lawrence	Validation	LMAL182005	N/A	Site currently under investigation and awaiting site visit with County Member.	A
2	East End Road, Bradwell-on-Sea	Parish Council have requested traffic calming measures and a 20mph limit	Southminster	Bradwell on Sea	Validation	LMAL192004	TBC	Speed and volume survey results: Eastbound - 23.9mph. Westbound - 24.9mph. Currently in validation to investigate the possibility of installing "20 when lights flash".	V
3	Walden House Road, Great Totham	Parish Council have requested traffic calming measures within the vicinity of the Primary School	Heybridge and Tollesbury	Great Totham	Validation	LMAL192006	N/A	Agreed that this scheme should remain on the list as the County Member is liaising with the school over a 3PR scheme.	A
4	Kelvedon Road, Wickham Bishops	Parish Council have requested measures to prevent parking around the bus stop	Heybridge and Tollesbury	Wickham Bishops	Validation	LMAL192007	TBC	In validation.	V
5	Mill Lane j/w Buckingham Street, Tolleshunt Major	HGV signage improvements	Heybridge and Tollesbury	Tolleshunt Major	Implementation	LMAL162091	N/A	Feasibility study has recommended that highway measures should not be implemented at this location and that consultation should be undertaken with the users of Beckingham Business Park.	R
6	Woodham Road/The Street, Stow Maries - Traffic management improvements	Road narrowing and/or priority working	Maldon	Stow Maries	Design	LMAL172026	N/A	The feasibility study has recommended not to proceed with this request.	R
7	Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) - Footpath	Detailed design of footpath	Maldon	Maldon	Implementation	LMAL142006	N/A	The feasibility study has recommended not to proceed with this request. The installation of a footway at this location is not possible without land acquisition and relocation of utility apparatus.happy. Agreed to leave it on the list for now, subject to discussions with landowners.	R

## Schemes Awaiting Funding

### Traffic Management

Total Value of schemes	£11,000
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
8	Steeple Road, Mayland	Request to investigate the possibility of reducing the speed along Steeple Road	Southminster	Mayland	Validation	LMAL192014	N/A	This request has been reviewed against the Essex Speed Management Strategy. It is not considered that a reduction in speed can proceed at this time due to lack of development fronting the carriageway.	R
9	Maldon Road A414 - HGV Signage Improvements	Request to investigate possible HGV signage improvements to direct HGVs up Wycke Hill	Maldon	Maldon Town	Validation	LMAL192015	TBC	In validation.	V
10	Limebrook Way, Maldon - Speed reduction	Request to investigate a possible speed reduction along the route	Maldon	Maldon Town	Validation	LMAL192016	N/A	This request is not in line with the Essex Speed Management Strategy, however a reduction in speed could be considered should development occur in the future. Agreed to remain on list for now to be escalated via Councillor Channer to Councillor Bentley for a surgery discussion and report back.	R
11	London Road, Maldon - TMI	Request to investigate potential improvements within the vicinity of the cemetery	Maldon	Maldon Town	Validation	LMAL192017	TBC	In validation.	V
12	Wantz Road, Maldon - Parking Improvements	Request to investigate the current parking arrangements within the one-way system	Maldon	Maldon Town	Validation	LMAL192018	TBC	In validation.	V
13	Browning Road, Maldon - Bollards	Request to investigate placing bollards to prevent vehicles parking on the verge and footway	Maldon	Maldon Town	Validation	LMAL202001	TBC	In validation.	V

## Schemes Awaiting Funding

### Traffic Management

Total Value of schemes	£11,000
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
14	The Street, Purleigh TMI	Request to investigate potential improvements to the route following reports of speeding vehicles.	Maldon	Purleigh	Validation	LMAL202003	TBC	In validation - awaiting survey data.	V
15	Maypole Road, Great Totham - Speed Reduction	Request to investigate the possibility of extending the existing 30mph speed limit on Maypole Road.	Heybridge and Tollesbury	Great Totham	Validation	LMAL202004	TBC	In validation.	V
16	Queen Street, Southminster - TMI	Request to investigate traffic management improvements following speeding concerns.	Southminster	Southminster	Validation	LMAL202005	TBC	Speed and volume survey results: Eastbound - 31.7mph. Westbound - 32.0mph, therefore demonstrating good compliance within the posted speed limit.	R
17	Wood Road, Heybridge	Request to investigate measures to prevent perceived speeding vehicles.	Heybridge and Tollesbury	Heybridge	Validation	LMAL202006	TBC	In validation.	V
18	Tollesbury Road, Tolleshunt D'arcy	Request to investigate a speed reduction along Tollesbury Road.	Heybridge and Tollesbury	Tollesbury	Validation	LMAL192010	£11,000	Validation has recommended to proceed with speed limit amendments, however speed and volume data shows that they may achieve poor compliance.	G

## Schemes Awaiting Funding

### Walking

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	B1010 Chelmsford Road (Spar Lane to Veterinary Practice), Purleigh - Footway	Investigation into possible footway/walkable verge	Maldon	Purleigh	Design	LMAL153001	N/A	Feasibility study has recommended not to proceed with the request. This is due to the anticipated high construction costs which could exceed £200,000. Agreed to remain on list for now to be escalated via Councillor Channer to Councillor Bentley for a surgery discussion and report back.	R
2	Wycke Hill, Maldon - Crossing Improvements	Request to investigate possible crossing improvements	Maldon	Maldon Town	Validation	LMAL193001	TBC	In validation.	V
3	High Street, Maldon - Footway Improvements	Request to investigate potential footway improvements along the route.	Maldon	Maldon Town	Validation	LMAL203001	TBC	Investigation into stopping vehicular access to the High Street. Full height kerbing can then be installed, tactile paving is not possible.	V
4	Tolleshunt D'arcy Road, Tolleshunt Major - Walkable Verge	Request to investigate a walkable verge to link up the village hall and the playing field.	Heybridge and Tollesbury	Tolleshunt Major	Validation	LMAL203002	N/A	Site visit has concluded that the existing verge areas measures 0.8m in places, and the absolute minimum width a walkable verge can be is 1.2m, making this unacheivable.	R

## Schemes Awaiting Funding

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
5	Broad Street Green Road, Heybridge	Request to investigate potential crossing improvements and speed limit amendments.	Heybridge and Tollesbury	Heybridge	Validation	LMAL203003	TBC	In validation. Discussions with the Strategic Development team are currently taking place regarding this site.	V
6	Holloway Road, Heybridge	Request to investigate potential crossing improvements.	Heybridge and Tollesbury	Heybridge	Validation	LMAL203004	TBC	Further information will be required from the LHP regarding pedestrian numbers to see how many people cross at this site.	V

# Schemes Awaiting Funding

## Passenger Transport

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	B1018 Southminster Road near Dairy Farm Road, Althorne/Mayland	New bus stop	Southminster	Total scheme	LMAL185001	TBC	Validation - possible to implement two bus stops. Feasibility of scheme would depend on bus service.	A
2	Mundon Road, Maldon PT Improvements	Request to investigate extending the bus cage on Mundon Road.	Maldon	Validation	LMAL205001	TBC	In validation.	V



## Schemes Awaiting Funding

### Public Rights of Way

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Byway 32 Purleigh (Roundbush Road to Howe Green Road)	Improve drainage, rebuild surface, install heavy duty removable bollards	Maldon	Purleigh	Total scheme	LMAL168007	TBC	Public Rights of Way are currently investigating what further works are required at this location.	A