

## MALDON LOCAL HIGHWAYS PANEL MEETING AGENDA

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Date: Time: Venue:	Friday 2 <sup>nd</sup> October 2020 09:15am Video Conference Call due to current covid-19 restrictions.
Chairman:	County Councillor MFL Durham
Panel Members:	Essex County Council – Councillor Mrs PA Channer and R Pratt Maldon District Council – Councillor Mr M W Helm, Mrs M E Thompson and Mr B E Harker Parish Council Representative – Mr J Anderson
Officers:	EH Thomas Eng – Assistant Highway Liaison Officer EH Sonia Church – Highway Liaison Manager
Secretariat:	Maldon District Council – Berna Casey

Page	ltem	Subject	Lead	Paper
	1	Welcome & Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
P1-7	3	Minutes of meeting held on 5 <sup>th</sup> June 2020 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
P8-10	5	Report on Funded Schemes 2020/21	Thomas Eng	Report 1
P11-17	6	Report on Schemes Awaiting Future Funding	Thomas Eng	Report 2
	7	Any other business:	All	Verbal
	8	Date of next meeting: TBC	Chairman	Verbal

# MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES FRIDAY 5 JUNE 2020 at 09:15hrs

### **REMOTE MEETING**

Chairman:	Councillor M F L Durham					
Panel Members:	Councillors J Anderson, Mrs P A Channer, CC, B E Harker, M W Helm, R Pratt CC and Mrs M E Thompson					
Officer:	Sonia Church – Highways Liaison Manager					
Secretariat:	Berna Casey					

Item		Owner
1.	Welcome and Introductions:	Chairman
	The Chairman welcomed all Members to the first remote meeting of the Maldon District Local Highways Panel and advised on the protocol for today' meeting.	
	He informed the meeting that the Highways Liaison Officer had sent apologies due to a family bereavement.	
2.	Apologies for absence:	All
	An apology for absence was received from Tom Eng, Highways Liaison Officer.	
3.	Minutes of Previous Meeting:	All
	The Minutes of the meeting held on 6 December 2019 were Received and Confirmed.	
4.	Matters Arising from Minutes of the previous meeting: 6 December 2019	
	<b>Page 9 – Extension of a walkable verge in Tolleshunt Major –</b> Councillor Mrs Thompson asked for an update on this scheme. The Highways Liaison Manager reported that according to the Highways Liaison Officer no form had been submitted for this scheme. The Chairman concurred and said he had no email correspondence relating to this. Councillor Thompson said she would pursue this through the Parish Clerk.	

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	<ul> <li>Page 9 – Request from a resident regarding a road closure – Councillor Mrs Channer asked for an update on discussions between the Highways Liaison Manager and the enquiry team at Essex County Council as one of her residents had received a response from them to seek the support of their Councillor. The Highways Liaison Manager said that she had liaised with the enquiry team at Essex County Council but would enquire further through the Traffic Management Team and report back.</li> <li>The Chairman reminded Members that it was paramount to remove the name and personal details of all enquirers when forwarding correspondence from Essex Highways.</li> </ul>	
5	Report on Funded Schemes – 2019/20 and 2020/21:	
	The Highways Liaison Manager drew Members attention to page 10 of the report.	
	Budget Summary 2019/20 Capital Budget - £200,000 Safer Roads Schemes - £27,750 Estimated Value of other Commissioned Schemes - £130,000 Remaining Budget to Allocate £42,250	
	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.	
	The Highways Liaison Manager reported that pages 11 and 12 denoted those schemes completed since the last meeting. She took Members through the details on some of the schemes.	
	<u>Item 8 – Limebrook Way j/w Mundon Road/Wantz Road, Maldon –</u> <u>Signage improvements A414 (Mundon Road) to Hythe Quay and</u> <u>Promenade Park</u> - Noted that this scheme was due to be completed in June this financial year. The scheme was a lot larger scheme than originally anticipated. Agreed that the Highways Liaison Manager discuss final signage issues separately with Councillor Mrs Channer.	
	<u>Item 4 – Eves Corner B1021 Southminster Road j/w Mill Road/Green</u> <u>Lane, Burnham-on-Crouch</u> - Bend signs, carriageway markings and kerb improvements - Noted that out of all the schemes commissioned for 2020/21 this was the only scheme that had been part installed on site. Lining was completed with signage yet to be completed.	
6.	Report on Schemes Awaiting Funding:	
	For ease of reference those schemes shaded greed denoted they	

have been validated as being feasible and are available for consideration. Those shaded amber were awaiting the results of a feasibility study and red denoted schemes that were against 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.

The Highways Liaison Manager drew the Panel's attention to page 13 of the report.

#### Budget Summary

Safer Roads	£0
Traffic Management	£26,000
Walking	£0
Passenger Transport	£10,000
Public Rights of Way	£0
Total	£36,000

She advised Members that these were validated schemes that could be funded should the panel decide to do so. She then reminded Members that should they know of other appropriate schemes, they could serve as a backup and be brought in to replace those not proceeding to ensure maximum use of available funding.

With reference to the COVID-19 situation it was noted that there may be an impact on any schemes in or around Maldon High Street due to the need for social distancing. A communication was imminent from Councillor Bentley, Cabinet Member for Infrastructure, regarding potential delays. Some designers were being redirected to COVID – 19 schemes as they were a priority, however, the Highways Liaison Manager felt that it was possible to deliver all schemes, albeit a little later in the year.

### **Traffic Management**

<u>Item 1 – Blockhouse Farm Cottages, Steeple Road, St. Lawrence –</u> <u>Traffic management</u> - Noted that this was currently amber, awaiting a site visit but not previously possible due to COVID-19. The Highways Liaison Manager said she was ready to co-ordinate once confirmed by Councillor Pratt.

<u>Item 2 – Chimney Pot Lane Hazeleigh – Investigation into the</u> <u>possibility of placing restrictions to prevent HGVs from using the route</u> – Agreed that given the results of the HGV survey this scheme be removed temporarily from the list.

<u>Item 3 – Witham Road, Wickham Bishops – Investigation into the</u> <u>possibility of undertaking a review of the signing and lining along the</u> <u>route</u> – Agreed that this scheme be funded. Item 4 – East End Road, Bradwell on-Sea – Parish Council requested traffic calming measures and a 20mph limit – Noted that this scheme was in validation.

<u>Item 5 – Witham Road, Little Braxted – Parish Council requested</u> additional signage to prevent vehicles from travelling along Witham <u>Road</u> – Agreed that this scheme be removed as the cost was prohibitive.

<u>Item 6 – Walden House Road, Great Totham – Parish Council have</u> requested traffic calming measures within the vicinity of the Primary <u>School</u> – Following discussion of the issue here it transpired that the problem was idling cars. The Panel agreed that it would be best to liaise with the School regarding a 3PR scheme and at the same time discuss how to address the issue of idling cars with the Head Teacher. The Chairman said he was happy to write to the Ward Member to raise both issues with the School. Agreed to leave on list for now as amber.

Item 7 - Kelvedon Road, Wickham Bishops - Parish Council have requested measures to prevent parking around the bus stop – Noted still in validation, awaiting results.

<u>Item 8 – Old Heath Road j/w Tinkers Hole, Southminster - Councillor</u> <u>Pratt requested an investigation into changing the priority at the</u> <u>junction and signage improvements</u> - Noted that this scheme was coded red, the validation recommended not to proceed as the work was not supported by the Road Safety Team. It was acknowledged that something may happen as a result of a future large development going forward but that it be removed from the list for now.

It was noted that schemes 9-14 were feasibility studies or designs completed last year that have come back with no outcome.

Item 9 - Mill Lane j/w Buckingham Street, Tolleshunt Major - HGV signage improvements. Noted that the feasibility study suggested that it not be implemented, and consultation be undertaken with businesses in Beckingham Business Park. Councillor Thompson advised that businesses were co-operative, the problem was with drivers from abroad. The Highway Liaison Manager suggested that since there was nothing further that could be done by way of signage the postcode could be removed from professional SATNAVs. Agreed that the Chairman write to Councillor Bentley suggesting that an email be sent to all Members to compile a comprehensive list of postcodes with the same issues which could then be submitted to the appropriate department in Essex Highways for action. Item 10 - Factory Hill/Brook Road/D'Arcy Road, Tolleshunt Knights -Traffic management improvements to mini-roundabout - Noted that the feasibility results recommended not to proceed as there were concerns with carriageway widths. Agreed to remove. Item 11 – Tiptree Road, Wickham Bishops – Footway – investigation into the possibility of linking the footway - Noted that this would remain for now subject to a quote for the works. If deemed prohibitive it would be removed. Item 12 - Main Road, Mundon, traffic management improvements road narrowing and/or priority working - Agreed to remove from the list as farm vehicles would not be able to navigate road narrowings. Item 13 – Woodham Road/The Street, Stow Maries – Traffic management improvements - road narrowing and/or priority parking -Agreed to remain on the list and remove reference to speed limit increase. Item 14 - Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) – Footpath. Detailed design of footpath. Noted that this was only physically possible to design behind the hedge, but landowners weren't happy. Agreed to leave it on the list for now, subject to discussions with landowners. Item 15 - Carters Lane, Wickham Bishops - Request to install measures to prevent HGVs from using the route. Agreed to remove as a result of the HGV survey. The Highways Liaison Manager to report back to the Chairman on the duration of the survey. Item 16 - Steeple Road, Mayland Request to investigate the possibility of reducing the speed along Steeple Road. Noted still in validation, awaiting results. Item 17 - Maldon Road A414 - HGV Signage Improvements Request to investigate possible HGV signage improvements to direct HGVs up Wycke Hill. Noted still in validation, awaiting results. Item 18 - Limebrook Way, Maldon - Speed reduction Request to investigate a possible speed reduction along the route. Noted that Essex Highways deemed this was against the speed management strategy and recommended removal. Agreed to remain on list for now to be escalated via Councillor Channer to Councillor Bentley for a surgery discussion and report back. The Highways Liaison Manager reminded Members that completion of validations would be delayed at the moment due to the impact of COVID -19.

	Walking					
	Item 1 - B1010 Chelmsford Road (Spar Lane to Veterinary Practice), Purleigh – Footway - Investigation into possible footway/walkable verge. Noted recommended remove from the list due to prohibitive cost. Agreed that since it cost above budget can take it to Councillor Bentley for adding to the Major Schemes list. In the meantime, Councillor Channer to discuss other possible avenues of funding (Crowd Funding, CIF) with the Parish Council to explore match funding opportunities.					
	Item 2 - Wycke Hill, Maldon - Crossing Improvements Request to investigate possible crossing improvements. Noted still in validation, awaiting results.					
	Passenger Transport					
	Item 1 - Fambridge Road, Maldon, New bus stop poles/flags/timetables. Agreed to leave on the list and await the outcome of the COVID-19 process.					
	Item 2 - B1018 Southminster Road near Dairy Farm Road, Althorne/Mayland, New bus stop. Noted that this scheme description should not include 'kerbing'. Agreed that a formal stop for passengers be put in place.					
	Public Rights of Way					
	Item 1 - Byway 32 Purleigh (Roundbush Road to Howe Green Road)Improve drainage, rebuild surface, install heavy duty removable bollards. Noted that further works were currently being investigated.					
7.	Any Other Business					
	Councillor Channer raised the issue of a sensory guide and charter for Maldon and the possibility of a funding contribution from the panel for this purpose. It was agreed that once the scheme was submitted and deemed suitable the Panel would contribute £5,000 towards this initiative.					
	Councillor Thompson assured the Panel that she would be submitting a scheme application for the extension of a walkable verge in Tolleshunt Major.					
	Councillor Anderson, referring to an earlier meeting with the Highways Liaison Officer and Manager asked for an update. The Highways Liaison Manager asked that he compete the form with all the pertinent issues about signage and submit to Councillor Pratt, for onward transmission to Essex Highways.					

The meeting closed at 11:30am

## 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.

Budget summary 2020-21						
Capital Budget	£200,000					
Safer Roads Schemes	£27,750					
Estimated Value of other Commissioned Schemes	£156,000					
Remaining Budget to Allocate	£16,250					

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 2019-20

	Total Value of Schemes	£88,500		Completed	Update	Cancelled			
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R	ef Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments
	Limebrook Way j/w 1 Mundon Road/Wantz Road, Maldon - Signage	Signage improvements A414 (Mundon Road) to Hythe Quay and Promenade Park	Maldon	Maldon	Traffic Management	Design	LMAL162071	£7,500	Design completed.

Est

Completion

COMPLETED

### Funded Schemes 2020-21

Total Value of	
Schemes	

£183,750

Completed Update

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		Q2
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		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		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	Junction signage improvements and vegetation clearance	Heybridge and Tollesbury	Goldhanger	Safer Roads	Total scheme	LMAL201001	£8,000		Q3
9	B1018 Southminster Road j/w Mayland Hill, Althorne	Potential junction improvements	Southminster	Althorne	Safer Roads	Total scheme	LMAL201002	£9,000	Scheme completed.	COMPLETED
10	Maypole Road, j/w Back Lane, Great Totham	Potential junction improvements	Heybridge and Tollesbury	Great Totham	Safer Roads	Feasibility	LMAL201003	£9,500		Q4
11	Witham Road, Wickham Bishops	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	Post Construction Audit for all Maldon schemes	Road safety audits post scheme installation	Various	Various	Safer Roads	Surveys	RSA3LMAL	£1,250		ТВС

# 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	£1,500			
Walking	£0			
Passenger Transport	£10,000			
Public Rights of Way	£0			
Total	£11,500			

Costs supplied are estimates only and there is the possibility that a final scheme cost can change significantly dependent 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:

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

#### **Traffic Management**

Total Value of	£1,500
schemes	£1,500

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 liasing 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	Tiptree Road, Wickham Bishops - Footway	Investigation into possibility of linking footway	Heybridge and Tollesbury	Wickham Bishops	Design	LMAL182022	£1,500	Small amount commissioned to undertake further survey work and necessary write up to see if the scheme is feasible.	G
7	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
8	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

#### **Traffic Management**

Total Value of	£1,500
schemes	£1,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
9	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.	
10	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
11	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	R
12	London Road, Maldon - TMI	Request to investigate potential improvements within the vicinity of the cemetery	Maldon	Maldon Town	Validation	LMAL192017	TBC	In validation.	v
13	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
14	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
15	Mundon Road, Maldon - PT Improvements	Request to investigate extending the bus cage on Mundon Road.	Maldon	Maldon Town	Validation	LMAL205001	TBC	In validation.	v
16	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

#### **Traffic Management**

Total Value of	£1 500
schemes	£1,500

Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
17	Maypole Road, Great Totham - Speed Reduction	Request to investigate the possibility of extending the existing 30mph speed limit on Maypole Road.	Heybridge and	Great Totham	Validation	LMAL202004	ТВС	In validation.	V

## Walking

Total Value of schemes £0

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	ТВС	In validation.	V
3	High Street, Maldon - Footway Improvements	Request to investigate potential footway improvements along the route.	Maldon	Maldon Town	Validation	LMAL203001	TBC	In validation.	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	TBC	In validation.	V

## Passenger Transport

Total Value of schemes

Ref	Scheme name	Description	Division	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Fambridge Road, Maldon	New bus stop poles/flags/timetables	Maldon	Total scheme	LMAL175001	£10,000	Validated by Passenger Transport team.	G
2	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

### Public Rights of Way

Total Value of	£0
schemes	20

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 drainade rebuild	Maldon	Purleigh	Total scheme	LMAL168007	твс	Public Rights of Way are currently investigating what further works are required at this location.	A