

**MINUTES OF THE TENDRING LOCAL HIGHWAYS PANEL  
THURSDAY 13<sup>TH</sup> JUNE 2019 AT 5.00PM  
COUNCIL OFFICES, THORPE ROAD, WEELEY CO16 9AJ**

<b>Chairman:</b>	CC Member: Cllr Erskine (Chairman), Cllr Sargeant in the Chair for Cllr Erskine.
<b>Panel Members:</b>	CC Members: Goggin, Guglielmi, Honeywood, Platt. TDC Members: Cllrs Fairley and Turner. TDALC representative: Cllr Belgrove (Alresford Parish Council)
<b>Officers:</b>	EH - Vicky Presland, Head of Design EH - Thomas Eng, Assistant Highways Liaison Officer TDC - Steve Gove, Engineering Operations Manager
<b>Secretariat:</b>	TDC - Lizzie Ridout, Leadership Support Manager

Item		Owner
1.	<b>Welcome and Introductions</b> The Chairman welcomed those present to the meeting, in particular Cllr Land (Chairman of Tendring District Council), Cllr Fairley, who was a new member of the Panel, and Cllr Turner, who was welcomed back to the Panel.	Chair
2.	<b>Apologies for absence</b> Apologies for absence were submitted from TDC Members Cllr Amos and Cllr Steady.  Cllr Guglielmi queried the amount of members on the Panel, to which Officers referred to the Terms of reference which stated that membership should be the eight divisional County Members, four district members appointed by the District Council, and one Parish representative.	Chair
3.	<b>Declarations of interest</b> There were no interests declared at this time.	Chair
4.	<b>Minutes of meeting held on Thursday 14<sup>th</sup> March.</b> The minutes of the previous meeting were agreed as a correct record subject to the following amendments: <ul style="list-style-type: none"> <li>• minute 5 - the VAS sign on the B1027 had been installed and operational;</li> <li>• minute 9 page 9 - Church Road zebra crossing scheme was not agreed to be removed;</li> <li>• Minute 9 page 7 - Re St Osyth crossroads scheme, Cllr Belgrove queried, with Cllr Goggin's support; and</li> <li>• Officers stated that match funding had not in fact been received from TDC.</li> </ul> <p>Cllr Goggin requested that it be minuted should Members leave during the meeting.</p>	Chair

5.	<p><b>Matters arising from the minutes of the previous meeting</b></p> <ul style="list-style-type: none"> <li>Officers advised that the feasibility study for LTEN162008 – Chapel Lane, Thorrington had been distributed to Cllr Belgrove and the Parish Council.</li> <li>Cllr Goggin queried the request for an older persons warning sign, which officers advised the validation had been sent.</li> <li>Cllr Platt met with Cllr Bentley to discuss scheme LTEN172037 Suffolk Street, Walton-on-the-Naze.</li> </ul>	HLO												
6.	<p><b>Public questions</b> There were none.</p> <p>Cllr Land highlighted that following the refusal of a planning application for a large development in Thorpe, the Planning Inspector had noted that the capacity of the High Street was limited and felt that all developments east of Thorpe should be critically evaluated in respect of that.</p>	Chair												
7.	<p><b>Update on Overview Map of Essex and the future of the Panel, and the success of the Direct Delivery team in 2018/19</b> Officers presented the online map available to all and demonstrated its functions. Members were also shown a presentation on the Direct Delivery teams and its successes over the last year.</p>	HLO												
8.	<p><b>2019/20 Funded Schemes List</b></p> <p>The Approved Works Programme had changed to the Funded Schemes List to ensure clarity of which schemes have funding for delivery and which were awaiting funding.</p> <p>The report provided an update on the current position of all the schemes which the Tendring Local Highway Panel had recommended for inclusion in the 2019/20 programme.</p> <table border="1" data-bbox="432 1249 1150 1487"> <thead> <tr> <th colspan="2">Budget summary 2019-20</th> </tr> </thead> <tbody> <tr> <td>Capital Budget</td> <td>£395,000</td> </tr> <tr> <td>Safer Roads Schemes</td> <td>£7,000</td> </tr> <tr> <td>Total Value of other Commissioned Schemes</td> <td>£283,500</td> </tr> <tr> <td>Re-profiled schemes from 18/19</td> <td>£150,000</td> </tr> <tr> <td>Remaining Budget to Allocate</td> <td>–£45,500</td> </tr> </tbody> </table> <p>The Tendring Local Highway Panel was currently over commissioned by £45,500. It had been suggested that the Direct Delivery allocation value be amended to £4,500 to facilitate the over commission.</p> <p>Members were reminded that the costs supplied were budget allocations only and there was the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel would be informed of any budget adjustments required.</p> <p>Cllr Belgrove questioned Officers why funding for the Panel appeared to show a shortfall of £250,000. Officers advised that an invoice for match funding had been issued to TDC for £100,000 and this remained outstanding and therefore £100,000 from Essex County had not been paid. Officers further advised that £50,000 for Rangers' equipment for the</p>	Budget summary 2019-20		Capital Budget	£395,000	Safer Roads Schemes	£7,000	Total Value of other Commissioned Schemes	£283,500	Re-profiled schemes from 18/19	£150,000	Remaining Budget to Allocate	–£45,500	HLO
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	<p>previous year hadn't been paid because Cllr Bentley wanted to discuss the funding for Jaywick roads. A meeting had been requested by ECC in November 2018 and a meeting date had not been secured to discuss all three issues. Officers had been instructed that they were unable to commission any more LHP schemes until the matter was resolved.</p> <p>Cllr Guglielmi undertook to discuss with the Chief Executive and Leader of TDC, and look to organise a meeting with them and Cllr Bentley. Cllr Guglielmi highlighted that the issue with Jaywick roads should not be part of the issue of match funding.</p> <p>Cllr Goggin asked for more detail on the comments box for each scheme.</p> <p>Cllr Platt had raised an issue with bus times and officers were awaiting a response from Passenger Transport. Cllr Turner to be copied in to the response.</p> <p>Cllr Fairley thanked officers for their work in completing the footway scheme in Bradfield.</p> <p>Cllr Land left the meeting at this point (6pm).</p> <p>Officers then outlined the list of schemes agreed at the previous meeting, which was a total of 39 schemes.</p>											
<p>9.</p>	<p><b>Schemes Awaiting Funding</b></p> <p>The Schemes Awaiting Funding list (previously The Potential Schemes List) identified all the scheme requests which had been received for the consideration of the Tendring District Local Highways Panel.</p> <p>Members were asked to review these schemes and consider funding recommendations for those they wish to see delivered in 2019/20 and remove any they would not wish to consider funding.</p> <p>The breakdown of scheme types available for consideration in 2019/20 was as below:</p> <table border="1" data-bbox="432 1375 1150 1619"> <thead> <tr> <th colspan="2" style="background-color: #800080; color: white;">Budget Summary</th> </tr> </thead> <tbody> <tr> <td>Traffic Management</td> <td>£135,000</td> </tr> <tr> <td>Walking</td> <td>£77,500</td> </tr> <tr> <td>Passenger Transport</td> <td>£3,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>£215,500</b></td> </tr> </tbody> </table> <p>Costs supplied were estimates only and there was the possibility that a final scheme cost could change significantly dependant on issues which may arise during detailed design and construction.</p> <p>Cllr Turner raised a point of ensuring the well-used laybys across Tendring are fit for purpose.</p> <p><b>Traffic management schemes</b></p> <ul style="list-style-type: none"> <li>• Mill Street, Robinsons Road, Brightlingsea - Officers provided an update and advised it had not been deemed suitable to install the signage. Cllr Goggin requested to explore further with officers.</li> </ul>	Budget Summary		Traffic Management	£135,000	Walking	£77,500	Passenger Transport	£3,000	<b>Total</b>	<b>£215,500</b>	<p>HLO</p>
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	<ul style="list-style-type: none"> <li>• Sladburys Lane, Clacton-on-Sea - Cllr Turner requested clarification of location.</li> <li>• Heckfords Road, Great Bentley - Officers need further work on the scheme.</li> <li>• Eastern Road, Brightlingsea - 20's Plenty - Cllr Goggin raised that the decision went against TDC policy, and highlighted that the speed at school drop-off and collection times whereby the traffic was unable to reach 20mph. Cllr Erskine questioned why it was validated at all. Officers undertook to establish if schools were asked to contribute to the cost of signs.</li> </ul> <p>Cllr Guglielmi proposed, and Cllr Platt seconded, that all schemes for 20's Plenty be removed where speed above 20mph cannot be achieved at school drop off and collection sites. If schools still required the signs within their grounds then a sign could be supplied.</p> <p>Officers to re-categorise and provide more information on reasons for red, and then discuss at the next meeting. The Panel agreed.</p> <p>Cllr Guglielmi requested that items 51 and 52 (LTEN182065 and LTEN182066 - B1035 Heath Road, Tendring) remained on the schedule until next meeting, to allow time to speak with the Parish Council concerned.</p> <p>The Panel agreed to remove item 55, LTEN192002 - Low Road, Harwich. Item 56 - LTEN192003, Steam Mill Road, Bradfield to remain on schedule to allow time to speak with the Parish Council.</p> <p>Cllr Goggin reported that the meeting with St Osyth Parish Council was excellent, and thanked officers for their presentation.</p> <p><b>Walking schemes</b> The Panel agreed to remove items 1, 2 and 3. Item 5 was to remain for one more meeting to enable further discussion. Officers to liaise with colleagues at NEPP for The Walls, Mistley.</p> <p><b>Passenger Transport</b> Officers reported at the previous meeting that all new shelters were currently on hold to allow for procurement changes. This was still the case.</p>	
10.	Officers advised that the appendices had been circulated electronically to members. Section 278 schemes had been included.	HLO
11.	<p><b>AOB</b> Pier Avenue, Clacton - restricted access to vehicles from 10-4 daily, and enforcement has not been forthcoming from the Police or NEPP. Cllr Honeywood reported a recent fatality and said that pedestrians were under impression that the road is pedestrianised, and highlighted safety issues. Cllr Turner suggested that the zebra crossing be reinstated. The Panel supported Cllr Honeywood's request for officers to look at current signage and road, and Cllr Honeywood undertook to submit a request to Officers.</p> <p>The meeting closed at 6.45pm.</p>	Chair

12.	Date of next meeting - 5pm on Thursday 12 <sup>th</sup> September 2019.	Chair
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