**MINUTES OF THE TENDRING LOCAL HIGHWAYS PANEL**

**14th MARCH 2019 AT 5.00PM**

**COUNCIL OFFICES, THORPE ROAD, WEELEY CO16 9AJ**

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| **Chairman:** | CC Member: Cllr Erskine |
| **Panel Members:** | CC Members: Cllrs Sargeant (Vice-Chairman), Goggin, Guglielmi, Henderson, Honeywood, Platt and Wood.  TDC Members: Cllrs Nicholls and Stephenson.  TDALC representative: Cllr Belgrove (Alresford Parish Council) |
| **Officers:** | EH - Vicky Presland, Head of Design  EH - Thomas Eng, Assistant Highways Liaison Officer  EH - Matthew Bradley, Strategic Development Manager  TDC - Steve Gove, Engineering Operations Manager |
| **Secretariat:** | TDC - Lizzie Ridout, Leadership Support Manager |

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| **Item** |  | **Owner** |
| **1.** | **Welcome and Introductions**  The Chairman welcomed those present to the meeting, in particular Essex Highways Head of Design Vicky Presland, and Matthew Bradley, Strategic Development Manager. | **Chair** |
| **2.** | **Apologies for absence**  Apologies for absence were submitted from TDC Member Cllr Turner. | **Chair** |
| **3.** | **Declarations of interest**  There were no interests declared at this time. | **Chair** |
| **4.** | **Minutes of meeting held on Thursday 17th December 2018**  The minutes of the previous meeting were agreed as a correct record. | **Chair** |
| **5.** | **Matters arising from the minutes of the previous meeting**   * Officers advised of updates and completed actions * Cllr Belgrove reported that the VAS on the B1029 had been fixed * The Extra Eyes campaign slides had been circulated | **HLO** |
| **6.** | **Public questions**  There were none. | **Chair** |
| **7.** | **Section 106 presentation**  Matthew Bradley, Strategic Development Manager attended the meeting and gave a presentation to Members covering the use of Section 106 Agreements from a highways and transportation perspective. Topics covered included:   * Strategic Development function; * Consultation with the Highways Authority; * Information required to support a planning application; * The Role of the Strategic Development Team; * Securing appropriate highway mitigation; * Planning obligation tests; and * Delivery of highway mitigation.   Members thanked Matthew for his informative presentation. It was agreed to circulate the slides to Members.  Vicky Presland reported to Members that Essex Highways had been instructed not to install any bus shelters due to a new procurement strategy is finalised. Any current schemes would be held. | **MB** |
| **8.** | **Approved Works Programme 2018/19**  Members had been provided with a report which contained updates on the current position of all of the schemes which the Panel had recommended for inclusion in the 2018/19 programme.  The report reminded that the costs supplied were estimates only and there was the possibility that a final scheme cost could change significantly dependant on issues which may arise especially during detailed design and construction. The estimated scheme costs on the Rolling Programme / Potential Scheme List would periodically be reviewed and adjusted as necessary to reflect that.    The report was noted.  The following updates were reported:   * LTEN181001 Lower Park Road j/w Station road, Brightlingsea - completed; * LTEN142068 A137 Lawford Manningtree, Shuttle signals - not possible to be funded through the LHP * LTEN162002 The Street, Crow Lane, Crown Lane, Tendring Village - TMI - Completed through Direct Delivery * LTEN162010 Valley Road, Clacton-on-Sea - Junction modifications - Feasibility study suggests a detailed design is required, estimated cost is £10,500. Panel to consider funding for next year. * LTEN162009 Various locations around Manningtree - Signage review - feasibility study received and estimated cost is £5,000. * LTEN142079 Bridge over Holland Brook, Church Road, Little Bentley - Priority working signage - to be complete by end of this financial year. | **HLO** |
| **9.** | **Potential Schemes List for consideration of Panel in 2019/20**  The Potential Scheme List identified all of the scheme requests which had been received for the consideration of the Tendring Local Highways Panel.  Members were asked to review those schemes, and consider funding recommendations for the schemes they wished to see delivered in 2019/20 and remove any schemes the Panel would not wish to consider for future funding.  Members were reminded in the report that the costs supplied were estimates only and there was the possibility that a final scheme cost could change significantly dependant on issues which may arise especially during detailed design and construction.  Colleagues in the Safer Roads team had advised that in 2019/20 they envisaged there would be one Safer Roads schemes that would need to be progressed within Tendring. The detail of this scheme was being finalised.  The breakdown of scheme types available for consideration in 2019/20 was as below:    The following schemes on page 13 were agreed:   * LTEN152119 Bateman Road, Red Barn Road, Brightlingsea - Pedestrian Refuge * LTEN162023 Harwich Road, Little Oakley - TMI * LTEN162033 Williamsburg Avenue, Harwich - No Through Road signage * LTEN162036 Clacton Road, Elmstead Market - Bollards * LTEN172005 Church Road, Thorrington - TMI * LTEN172007 Church Road jw Well Street, Spring Chase & Ladysmith Av, Brightlingsea - TMI * LTEN172010 Wellington Road jw Church Street, Harwich - TMI   Members agreed to remove scheme LTEN152118 Church Road, Brightlingsea - Zebra crossing.  Members also agreed to remove scheme LTEN162040 Plough Road, Colles Brook Road, South Heath Road, Great Bentley – TMI.  The following schemes on page 14 were agreed:   * LTEN176001 Holland Road, Clacton-on-Sea - TMI * LTEN172016 The Street, Kirby-Le-Soken - TMI * LTEN173006 Cloes Lane, Clacton - Signalised crossing point * LTEN172018 Pork Lane, Frinton & Walton - TMI * LTEN173007 Parkeston Road, Harwich - Crossing point * LTEN172024 Bromley Road, Slough Lane, Ardleigh - TMI * LTEN152124 Entrance to Weeley on B1033 Colchester Rd, Thorpe Rd, Weeley - Gateway feature   Members agreed to remove schemes LTEN172022 Golden Lane, Thorpe-le-Soken - TMI and LTEN172032 Frating Road, Harwich Road, Great Bromley.  It was agreed to retain scheme LTEN172015 Golf Green Road, Jaywick - TMI. The validation recommended no further action at this time and it is to be reviewed once the resurfacing has been in for a few months which is scheduled in the 2019/20 financial year.  Officers undertook to send the feasibility study for LTEN162008 Chapel Lane, Thorrington - One way street to the Parish Clerk. Scheme to remain on hold, as well as scheme LTEN163007 Valley Road, Clacton-on-Sea - Crossing point.  Officers undertook to send members the website link to the programme of works for the Tendring area and were happy to run through the website if members would like at the next meeting.  The following schemes on page 15 were agreed:   * LTEN172033 Ruaton Drive, Stambridge Road, Clacton-on-Sea * LTEN182009 A137 Harwich Road, Lawford - option 1   The following schemes were awaiting locations:   * LTEN182003 Rectory Road, Little Bentley * LTEN182004 Ravens Green Road, Little Bentley   Members agreed to remove the following schemes:   * LTEN172035 Wellesley Road, Clacton-on-Sea * LTEN182005 B1027 jw Clacton Road, St. Osyth * LTEN182002 School Lane, Lawford * LTEN182006 St. Osyth Road, Clacton-on-Sea * LTEN182008 Wix Road, Ramsey & Parkeston * LTEN182010 Frinton Road, Clacton-on-Sea   Cllr Platt undertook to raise scheme LTEN172037 Suffolk Street, Walton-on-the-Naze with Cllr Bentley at a future Cabinet surgery.  Cllr Stephenson requested the report for scheme LTEN172035 Wellesley Road, Clacton-on-Sea.  The following schemes on page 16 were agreed:   * LTEN182019 Great Bentley Road, Frating * LTEN182020 Lufkins Farm, Great Bentley   Members agreed to remove the following schemes:   * LTEN182011 Brook Street, High Street, Manningtree * LTEN182012 Bentley Road, Little Bromley * LTEN182013 Plough Road, Aingers Green * LTEN182014 Queen Street, Great Oakley * LTEN182016 Colchester Road, Great Bromley   Cllr Sargeant agreed that LTEN182017 Frinton Road, Holland-on-Sea could be removed.  The following schemes on page 17 were agreed:   * LTEN182024 Marine Parade East j/w Beach Road, Clacton-on-Sea * LTEN162003 B1035 Clacton Road, Mistley - Weight restriction * LTEN162010 Valley Road, Clacton-on-Sea - Junction modifications   Members agreed to remove the following schemes:   * LTEN182023 St John's Road, Clacton-on-Sea * LTEN182025 Heath Road/The Street, Bradfield * LTEN142068 A137 Lawford Manningtree - Shuttle signals * LTEN162010 Valley Road, Clacton-on-Sea - Junction modifications   The following scheme was approved for Direct Delivery team:   * LTEN162009 Various locations around Manningtree - Signage review   The following schemes on page 18 were agreed subject to feasibility and funding:   * LTEN182032 Main Road, Harwich * LTEN182033 Eastern Road, Brightlingsea * LTEN182034 Chase Lane, Harwich * LTEN182035 Walton Road, Clacton-on-Sea * LTEN182036 Plough Road, Great Bentley * LTEN182037 Hall Lane, Harwich * LTEN182038 Barrack Lane, Harwich * LTEN182039 Holland Road, Clacton-on-Sea * LTEN182040 Pound Farm Drive, Harwich   LTEN182041 The Drive, Harwich  Officers undertook to include St Clare’s School, Cloes Lane, Clacton-on-Sea for consideration, and to send results for all scheme requests listed above to Members.  The following schemes on page 19 were agreed:   * LTEN173001 Long Road, Lawford * LTEN173004 Kings Avenue, Holland-on-Sea * LTEN183003 Luff Way, Walton-on-the-Naze * LTEN183005 Kings Parade, Holland-on-Sea   Scheme LTEN173003 Hastings Avenue, Clacton was recommended for completion for the Direct Delivery team.  Cllr Guglielmi requested scheme LTEN173008 The Walls, Mistley to be retained.  Officers undertook to forward information regarding scheme LTEN183002 Constable Avenue, Clacton-on-Sea to Cllr Wood.  Scheme LTEN183006 Colchester Road, Elmstead to remain in validation.  Members agreed to remove scheme LTEN183004 East Street, Harwich from the list.  The following schemes on page 20 were agreed:   * LTEN183007 Sladbury's Lane, Clacton-on-Sea * LTEN153003 Ramsey Road, Dovercourt - Footpath links   The following schemes on page 21 were agreed:   * LTEN165048 Colchester Road, Great Bentley * LTEN175002 High Street, Mistley – Bus stop infrastructure * LTEN175003 Harwich Road, Mistley – Bus stop infrastructure * LTEN175004 Harwich Road, Mistley – Bus stop infrastructure * LTEN175005 Long Road, Manningtree   The following schemes were put on hold:   * LTEN165028 The Street, Little Clacton, outside No 170 * LTEN165032 Heath Road, Cansey Lane, Bradfield * LTEN165033 Heath Road, The Village Maid, Bradfield * LTEN165049 Church Road, Brightlingsea * LTEN165050 Cox's Hill, Lawford   The following schemes on page 22 were agreed:   * LTEN175006 New Road, Mistley * LTEN175007 New Road jw The Park, Mistley   The following scheme on page 23 was agreed:   * LTEN174001 Rail Station to Marine Parade, Clacton - Cycle Route   The following scheme on page 25 was agreed:   * LTEN181003 B1035 Clacton Road, Mistley   Members agreed to save 10% (£50,000) of the overall LHP budget for Direct Delivery schemes, and this would speed up the process.  Officers advised that match funding in Tendring had also been received within the last month, bringing the total to spend in Tendring to £495,000.  Officers agreed to investigate the possibility of completing the feasibility for LTEN173007 – Parkeston Road, Harwich by the end of Quarter 2.  Cllr Goggin raised that the St Osyth crossroads scheme had disappeared from list. Officers advised the site had been investigated but no solution had been proposed as yet. David Gollop, Design Manager, will be asked to convene a meeting to agree a way forward on this scheme.  Cllr Goggin requested elderly person signs near to the entrance to the caravan park on the B1029 Flag Hill. Officers advised that validation would be back within next two weeks. | **HLO** |
|  | **Speed surveys and revenue**  Noted. |  |
| **10.** | **Tendring Ranger Report**   * Noted * Steve Gove raised the issue of Devolution to Parish Councils and how it might affect the Rangers’ work. Officers advised they didn’t yet know but advised to carry on until told otherwise. | **HLO** |
| **11.** | **AOB**  LHP Paperwork  Officers expressed their desire to reduce paperwork in reports. A survey will be sent to all panel members as to what they want included.  Steve Gove asked officers to investigate the possibility of a multi-purpose vehicle for the Rangers purchased with match funding. Members agreed to support this request and officers undertook to find out if this was possible. Steve Gove undertook to send details of the vehicle to Vicky Presland who would discuss directly with Peter Massie. . | **Chair**  **SG** |
| **12.** | **Date of next meeting - 5pm on Thursday 13th June 2019**  The meeting closed at 6.55pm. | **Chair** |