

Minutes

Braintree District Local Highways Panel

3rd April 2014

(Comprising representatives of:-

Essex County Council
Braintree District Council
Braintree Association of Local Councils)

Present:-

Councillor R Walters (Chairman)
Councillor J Abbott
Councillor M Banthorpe
Councillor J Bendall
Councillor M Fincken
Councillor A Hayward
Councillor M Lager
Councillor R Mitchell
Councillor Lady Newton
Councillor J Pike

Essex County Council
Braintree District Council
Braintree District Council
Braintree Association of Local Councils
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Braintree District Council
Braintree District Council
Essex County Council
Essex County Council

Councillor R Wright (Braintree District Council and Rivenhall Parish Council) was also in attendance.

Officers

Jim Bartley - Essex Highways
Matt Valentine - Essex County Council
Peter Wright - Essex Highways
Paul Partridge – Braintree District Council
Alison Webb – Braintree District Council

Apologies for absence were received from Councillor E Johnson (Essex County Council's Deputy Cabinet Member for Highways and Transportation) and Councillor D Louis (Essex County Council).

1 **DECLARATIONS OF INTEREST**

At the last meeting of the Panel, Members had queried whether they were required to declare an interest when matters affecting the Councils/areas which they had been elected to represent were discussed by the Panel. In response, Ian Hunt, Braintree District Council's Head of Governance, had advised that being an elected representative for an area was not of itself enough to constitute an interest in an item. An interest would be created

where there was a direct personal connection to a scheme. Also, if a Member had been extremely well-connected to a particular issue, there could be a question of bias.

The following interests were declared:-

Councillor J E Abbott declared a non-pecuniary interest in Agenda Item 10 - Schemes Already Recommended for Approval and Delivered and specifically scheme IT867 Oak Road, Rivenhall – ‘Route unsuitable for HGVs weight restriction (design only)’, as Chairman of Rivenhall Parish Council which had agreed to contribute towards the cost of this scheme.

Councillor R G S Mitchell declared a non-pecuniary interest in Agenda Item 9 - Schemes for Consideration by the Panel and specifically schemes LBRA145001 and LBRA145002 Feering Hill, Feering - South-bound and North-bound bus stops, as a resident of Feering. Councillor Mitchell declared a non-pecuniary interest also in Agenda Item 10 - Schemes Already Recommended for Approval and Delivered and specifically scheme DC1552 Inworth Road, Feering - New footway, as he was a resident of Inworth Road.

Councillor J Pike declared a non-pecuniary interest in Agenda Item 9 - Schemes for Consideration by the Panel and specifically Public Rights of Way and his reference to Footpath 28 between Hedingham Road and Mill Chase, Halstead, as he was a resident of Bois Field Terrace, Halstead.

In accordance with the Code of Conduct, Councillors Abbott, Mitchell and Pike remained in the meeting and took part in the discussion when the Items were considered.

2 **MINUTES**

DECISION: That the Minutes of the meeting of Braintree District Local Highways Panel held on 23rd January 2014 be approved as a correct record and signed by the Chairman.

3 **MATTERS ARISING**

INFORMATION: Prior to the consideration of this item, Matt Valentine, Essex County Council Highways Liaison Officer explained how a pedestrian volume count (PV2) survey was calculated.

Minute 9 – Schemes for Consideration by the Panel (Gateway Signs)

At the last meeting, two schemes for improved decorative gateways on the approaches to Witham had been deferred pending the publication of a practice note by Essex County Council. It was reported that the practice note had not yet been published.

Minute 9 – Schemes for Consideration by the Panel (LBRA132107 (DC1546) School Road, Silver End – Lowering of Kerb and Installation of Grasscrete)

It was noted that this scheme had been recommended for approval at the last meeting of the Panel on a provisional basis for expenditure from the 2014/15 budget, but this was not reflected in the reports contained within the current Agenda. It was confirmed that this scheme had been approved on a provisional basis and that it would be passed, in the near future, to Councillor R Bass, Essex County Council's Cabinet Member for Highways and Transportation, with a recommendation for approval and expenditure in 2014/15.

Minute 9 – Schemes for Consideration by the Panel (Bus Stop Improvements (Black Notley))

At the last meeting of the Panel, it had been reported that a bus stop improvement scheme for Black Notley had been omitted from the schedule. Matt Valentine, Essex County Council Highways Liaison Officer, stated that other options for this bus stop were now being investigated and that a report would be submitted to a future meeting of the Panel.

4 **QUESTION TIME**

INFORMATION: There were four statements made. Details of the people who spoke at the meeting are contained in the Appendix to these Minutes.

Principally, these Minutes are a record of decisions made by the Panel and, where appropriate, the reasons for those decisions.

5 **BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL BUDGET**

INFORMATION: Consideration was given to a summary of Braintree District Local Highways Panel's capital budget and expenditure for 2014/15 as at 3rd April 2014. It was noted that the budget amounted to £815,578 and that £44,000 had been allocated.

It was reported that Councillor R Bass, Essex County Council's Cabinet Member for Highways and Transportation, had agreed to allocate a further £50,000 to the Braintree District specifically for flood relief, overgrown vegetation, grass cutting and ditch management work on the basis that Braintree District Council provided match funding. If funding was approved by the District Council, it was proposed that the majority of this work should be undertaken by the Highway Rangers. Once agreed, it was suggested that the details of the fund and how possible schemes may be put forward should be circulated to Members of the Highways Panel and to Parish Councils. It was proposed that the Chairman of the Panel should determine which schemes should be funded.

DECISION:

- (1) That the report be noted.

- (2) That the proposed procedure for notification, administration and authorisation of the 'flood relief' fund be approved in principle, subject to Braintree District Council agreeing to match funding.

6 **NEW SCHEME REQUESTS UPDATE**

INFORMATION:

A. New Scheme Requests – Survey Results Received

The Panel considered a schedule of new scheme requests which had been assessed.

In considering this schedule, the Chairman reported that survey results for schemes LBRA132096 - The Causeway, Toppesfield (pedestrian count), and LBRA132074 - Bridge Street, Bures Hamlet (pedestrian and junction count) had now been received. These results showed that the Toppesfield scheme was not viable due to the pedestrian count assessment not highlighting a large enough footfall, but that the Bures Hamlet scheme was to be recommended for a feasibility report.

DECISION:

- (1) That the following schemes be recommended for approval:-

LBRA132084 Broad Road, Braintree - Speed Survey

It was agreed that £3,000 be allocated towards the delivery of the scheme Traffic Regulation Order.

LBRA132074 Bridge Street, Bures Hamlet - Pedestrian and Junction Count)

It was agreed that £5,000 be allocated towards a feasibility report.

- (2) That Matt Valentine, Essex County Council Highways Liaison Officer, be requested to report back on the following schemes:-

LBRA132081 Coggeshall Road, Feering - Speed survey

To investigate extending the 30mph speed limit beyond the junction of Coggeshall Road and Glebe Gardens and the possible provision of a speed indicator device (SID).

LBRA132111 Bardfield Road and The Street, Great Saling – Three speed surveys

To clarify the existing speed limits at these locations.

LBRA132123 Church Road, Rivenhall - Speed survey

To clarify where the speed survey was carried out.

- (3) That the status of scheme LBRA132092 Church Road, Rivenhall – Railings at school be investigated as it appears to have been missed off the schedule.

B. New Scheme Requests – Awaiting Validation

The Panel was made aware of new scheme requests which had yet to be validated and assessed.

DECISION:

- (1) That the schedule of schemes be noted.
- (2) That, as part of the validation of scheme LBRA142005 The Grove, Witham – Warning on approach to mini-roundabout, consideration be given to re-painting the mini-roundabout under the maintenance budget.

7 **SCHEMES APPROVED TO DESIGN STAGE IN 2013/14 REQUIRING FUNDING IN 2014-15**

INFORMATION: Consideration was given to a schedule of schemes which had been approved in 2013/14, following recommendations from Braintree District Local Highways Panel, for the purpose of design and an assessment of feasibility. Members of the Panel were requested to consider which of these schemes should be recommended for approval to be installed and funded from the 2014/15 budget.

DECISION:

- (1) That the following schemes be recommended for approval for funding and delivery in 2014/15:-

LBRA132042 – Installation of 30 mph roundels at Cornish Hall End entrances, Cornish Hall End, Finchingfield
'Top-up' - £1,650

LBRA132052 – Installation of six dropped kerbs at Rosebay Close and Calamint Road, Rosebay Close and Calamint Road, Witham
'Top-up' - £8,000

LBRA132053 - Dropped kerbs at Lister Road j/w Notley Road, Lister Road and Notley Road, Braintree
'Top-up' - £3,500

LBRA132061 – Installation of a central safety refuge, Junction of Bridge Street/Colchester Road/Station Hill, Bures Hamlet
'Top-up' - £25,000

LBRA132063 - Additional "Junction" sign and carriageway edge line across Industrial Estate entrance, Station Road, Earls Colne
'Top-up' - £8,000

LBRA132067 – Installation of kerbing to overrun area, Colneford Hill/Colne Park Road, White Colne
'Top-up' - £18,500

LBRA132076 - Installation of kerbing around the Colne Park Road section of the village green, (Option 'A' - concrete kerbs), Village Green, White Colne
'Top-up' - Option A £6,500

- (2) That with regard to scheme LBRA132058 – Convent Lane, Braintree, Matt Valentine, Essex County Council Highways Liaison Officer, be requested to investigate whether a 'reduce speed now' and junction warning sign may be provided North-bound at Broad Road, Braintree prior to the bend on the approach to Convent Lane, Braintree instead of the 'unsuitable for HGVs' advisory sign originally proposed, and to report back. Matt Valentine was requested also to report issues regarding parked vehicles at Broad Road/Convent Lane, Braintree to the North Essex Parking Partnership (NEPP).

8 **SCHEMES FOR CONSIDERATION BY THE PANEL**

Jim Bartley, Essex Highways Public Rights of Way Officer, attended the meeting for this item to speak on schemes relating to Public Rights of Way.

INFORMATION: Consideration was given to a schedule of possible schemes.

Specific reference was made to the cycling schemes contained within the schedule. It was suggested that consideration of these schemes should be deferred pending a strategic review of cycling within the Braintree District. The review would enable a cycling strategy to be produced identifying costed schemes and initiatives for implementation in the short, medium and long term. It was suggested that as part of the review, priority should be given to linking existing cycle routes; that set criteria should be agreed to enable Members of the Panel to assess future schemes; and that there should be liaison between Officers at Braintree District Council and Essex County Council with responsibility for cycling initiatives. It was proposed also that as part of the strategy, £50,000 should be ring-fenced within the Panel's budget for expenditure on cycling schemes.

In discussing Public Rights of Way, Councillor J Pike Essex County Council, referred to Footpath 28 running between Hedingham Road and Mill Chase, Halstead. Councillor Pike stated that the repair of this footpath had previously been discussed by the Panel, but it had not been approved. However, the condition of the footpath had deteriorated further and Councillor Pike considered that work to improve the path, including the repair of potholes, should now be carried out. Members of the Panel were advised that this footpath ran along a private road which was accessed by vehicles and that it was the responsibility of those property owners with vehicular rights across it

to pay for its upkeep. In the circumstances, Councillor Pike's request could not be recommended for approval. The Panel supported a number of Public Rights of Way schemes set out in the report, as detailed below, and suggested that Jim Bartley should attend the next meeting to present further small value schemes.

DECISION:

- (1) That the following schemes be recommended for approval, subject to the specific comments denoted:-

Improvement Schemes

LBRA132103 – 'Give Way' signage and plate, 'slow' carriageway marking and directional destination sign, Boars Tye Road j/w Lanham Green Road, Cressing

Estimated Cost - £8,000

(Existing directional destination sign to be retained if possible with the addition of an arm).

LBRA132129 – Option 2, provision of four Bell bollards, installation of grasscrete paving and erection of post and rail fence, Challis Lane, Braintree

Estimated Cost - Option 2 £14,000

LBRA132102 - Addition of 'keep clear' marking at the roundabout, 'Wyevale' Roundabout, Cressing

Estimated Cost - £10,000 (including traffic management)

LBRA132110 - Installation of a traditional finger directional post, Church End, Shalford

Estimated Cost - £4,000

LBRA132069 - Carriageway widening, Rickstones Road, Rivenhall
Estimated Cost - £130,772 (design complete)

(Councillor R Bass, Essex County Council's Cabinet Member for Highways and Transportation, had agreed to allocate £75,000 from Essex County Council's maintenance budget for this scheme on the basis that Braintree District Local Highways Panel agreed to provide match funding of £55,772 from its capital budget).

IT858 - Zebra Crossing, Boars Tye Road, Silver End

Estimated Cost - £65,000 (Design £6,000)

(This scheme is linked to scheme LBRA142001 - PV2 survey, Boars Tye Road, Silver End (below)).

LBRA132051 – Installation of a signal controlled crossing, Spa Road, Witham

Estimated Cost - £150,000 (design £10,000)

(Recommended for approval to design stage and the notional allocation of £150,000, with a view to the work being undertaken in 2015/16).

LBRA142006 - Carriageway widening, installation of a footpath and new kerbing, B1018 Braintree Road, Cressing
Estimated Cost - £200,000, plus £20,000 if required (design complete)

(It was proposed that an additional sum of £20,000 should be allocated to this scheme if this would ensure that a continuous, metaled surface footpath could be provided).

LBRA142008 – Installation of new signs and provision of ‘slow’ carriageway marking at Site A, Church Hill, Finchingfield
Estimated Cost - £1,500

LBRA142009 – Installation of Vehicular Activated Sign (VAS) at Site B, Church Hill, Finchingfield
Estimated Cost - £10,000

LBRA142010 – Installation of sign with a sub-plate at Site C, Church Hill, Finchingfield
Estimated Cost - £500

LBRA142011 – Removal of centre carriageway markings from Site A and transfer to Site C, Church Hill, Finchingfield
Estimated Cost - £1,000

LBRA142012 – Installation of white carriageway hatching from Church gateway to overhang of Guildhall, Church Hill, Finchingfield
Estimated Cost - £1,000

Small Works

In considering these schemes, it was agreed that Matt Valentine, Essex County Council Highways Liaison Officer, should forward the results of speed surveys to Members of the Panel for information.

LBRA132128 - Two speed surveys, near to Moat House, Audley End, Gestingthorpe
Estimated Cost - £420

LBRA132130 - Three speed surveys, Sloe Hill, Chapel Hill and Beridge Road, Halstead
Estimated Cost - £630

LBRA142001 - PV2 survey, Boars Tye Road, Silver End
Estimated Cost - £890

LBRA132098 - Speed survey, Marlborough Road, Braintree
Estimated Cost - £210

Bus Stop Improvements

LBRA135039 - Bus stop clearway sign, Co-op store and shops, Silver
End
Estimated Cost - £2,500

LBRA145001 – Installation of hardstand and replacement of current
shelters with new wooden shelters, Feering Hill, Feering (South-bound
bus stops)
Estimated Cost - £8,000

LBRA145002 – Installation of hardstand and replacement of current
shelters with new wooden shelters, Feering Hill, Feering (North-bound
bus stops)
Estimated Cost - £8,000

Cycling

LBRA144001 - Strategic Cycling Review, Braintree District
Estimated Cost - £10,000

Public Rights of Way

LBRA148004 – Levelling and intercept drainage/silt trap, Byway 13,
Middleton
Estimated Cost - £9,000

LBRA148005 - Drainage and surfacing works to provide an all-weather
surface, Southern section of Footpath 19, Great Yeldham (from
Leather Lane Northwards to Tilbury Road)
Estimated Cost - £11,000

LBRA148006 - Drainage and surfacing works to provide an all-weather
surface, Footpath 17, Panfield (between Hall Road and Church End
Road)
Estimated Cost - £5,000

LBRA148007 – Improvement of the unbound surface with road
planings, Byway 1, Lanham Green Lane, Cressing
Estimated Cost - £5,000

LBRA148008 - Piping and ditching to improve drainage, improvement
of the unbound surface with road planings and provision of a level and
all-weather surface, Byway 14, Wethersfield, also known as Hyde Lane
Estimated Cost - £17,000

LBRA148009 - Traffic volume surveys, Braintree District
Estimated Cost - £480

- (2) That it be recommended that the following schemes be removed from the schedule:-

Improvement Schemes

BRA41 – Erection of a short length of fencing with reflective panel to alert drivers of bend, Chipping Dell, Witham
Estimated Cost - £5,000

LBRA132075 - Reshape the high verge bank, Boley Road, White Colne
Estimated Cost - £30,000 (Design £1,000)

9 **PROGRAMME OF SCHEMES - ALREADY RECOMMENDED FOR APPROVAL/DELIVERED**

INFORMATION: Consideration was given to a schedule of schemes which the Panel had recommended for approval including those schemes for which a programme of work had subsequently been agreed, or had been cancelled or completed.

DECISION: That the Programme of Schemes recommended for approval at previous meetings of the Panel be noted.

10 **DATES FOR MEETINGS OF THE PANEL**

DECISION: It was noted that future meetings of Braintree District Local Highways Panel would take place on the following dates:-

3rd July 2014
9th October 2014
22nd January 2015
26th March 2015

At the close of the meeting, it was agreed that Matt Valentine, Essex County Council Highways Liaison Officer, should provide a brief explanation at the start of the next meeting on the scoring matrix used to assess proposed schemes.

The meeting commenced at 6.00pm and closed at 8.15pm.

Councillor R G Walters
(Chairman)

APPENDIX

BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL

3RD APRIL 2014

Details of Questions Asked / Statements Made During Public Question Time

- 1 Statement Relating to Item 10 - Schemes Already Recommended for Approval and Delivered (Valentine Way, Silver End - Possible parking bays, road re-alignment and junction improvements, and reinstatement of verge)

Statement by Mrs Julie Patterson, 69 Valentine Way, Silver End

- 2 Statement Relating to Item 7 – New Scheme Requests Update (Convent Lane and Broad Road, Braintree – Speed Surveys) and Item 8 - Schemes Approved to Design Stage in 2013/14 Requiring Funding in 2014/15 (Convent Lane, Braintree – Installation of Advisory ‘Unsuitable for HGVs’ Sign)

Statement by Mr Jim Konig, 107 Bridport Way, Braintree on behalf of Convent Lane and Broad Road Action Group (CLABRAG).

- 3 Statement Relating to Item 9 – Schemes for Consideration by the Panel (Rickstones Road, Rivenhall – Carriageway Widening)

Statement by Councillor Robert Wright, 303 Rickstones Road, Rivenhall representing Braintree District Council - Bradwell, Silver End and Rivenhall Ward and Rivenhall Parish Council.

- 4 Statement Relating to Item 9 – Schemes for Consideration by the Panel (Sloe Hill, Chapel Hill and Beridge Road, Halstead – Three Speed Surveys)

Statement by Mr Brian Leach (address not supplied).