

Minutes

Braintree District Local Highways Panel

19th June 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 J Pike

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

Councillor G Helm (Essex County Council) was also in attendance.

Officers

Alan Lindsay - Essex County Council
Matt Valentine - Essex Highways
Simon Walker - Essex Highways
Peter Wright - Essex Highways
Paul Partridge – Braintree District Council
Alison Webb – Braintree District Council

Apologies for absence were received from Councillor J Clark (Braintree Association of Local Councils), Councillor D Louis (Essex County Council), Councillor R Mitchell (Braintree District Council) and Councillor Lady Newton (Essex County Council).

1 **DECLARATIONS OF INTEREST**

The following interests were declared:-

Councillor J Abbott declared a non-pecuniary interest in Agenda Item 11 - Schemes Already Recommended for Approval and Delivered and specifically scheme 'LBRA132126 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 M Banthorpe declared a non-pecuniary interest in Agenda Item 9 - Schemes for Consideration by the Panel and specifically scheme 'LBRA145008 The Welsh Princess (opp.) Stop ID RAY5, Rayne – New bus shelter and hardstand', as he had requested this scheme. Councillor Banthorpe did not vote on this matter.

In accordance with the Code of Conduct, Councillors Abbott and Banthorpe remained in the meeting and took part in the discussion when the Items were considered unless stated otherwise.

2 **MINUTES**

DECISION: That the Minutes of the meeting of Braintree District Local Highways Panel held on 3rd April 2014 be approved as a correct record and signed by the Chairman.

3 **MATTERS ARISING**

INFORMATION:

Minute 3 – Matters Arising (Minute 9 – Schemes for Consideration by the Panel (Gateway Signs))

At a previous 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. However, as agreement had now been reached between Essex County Council and Witham Town Council regarding the provision of these gateways a practice note would no longer be required. The Chairman stated that it remained the Panel's view that decorative gateways should not be supported. It was agreed that Matt Valentine, Essex Highways, Highways Liaison Officer, should circulate a note to the Members of the Panel to clarify this issue.

Minute 5 – Braintree District Local Highways Panel Budget

At the last meeting, it had been 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.

Members of the Panel were advised that discussions were on-going regarding this issue and that Braintree District Council had not yet determined whether match funding should be provided.

Minute 9 – Programme of Schemes - Already Recommended for Approval/Delivered

Reference was made to scheme DC1826 Oak Road Railway Bridge, Rivenhall - footpath widening. A drawing was circulated at the meeting

showing that the length of footway under the bridge could not be widened by more than 400mm due to the need to maintain a carriageway width of 4.3m to accommodate large agricultural machinery. The Panel agreed that this was acceptable, but requested that further consideration be given to the need for a marker post and the location of gullies.

4 **QUESTION TIME**

INFORMATION: There was one statement made. Details of the person 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 19th June 2014. It was noted that the budget amounted to £815,578, that £497,402 had been allocated and that £318,176 remained unallocated.

DECISION: That the report be noted.

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.

It was noted that scheme LBRA132098 Marlborough Road, Braintree – speed survey, and part of scheme LBRA132130 Sloe Hill/Chapel Hill/Beridge Road, Halstead - speed surveys had been recommended for approval and had been included within the schemes for consideration by the Panel (Minute 8 – schemes LBRA142045 and LBRA142056 below refers).

DECISION: That the status of scheme LBRA132121 Guithavon Valley and Mill Lane, Witham - Traffic calming be reported to the next meeting of the Panel 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.

In discussing scheme LBRA142005 The Grove, Witham – Installation of signs warning of mini-roundabout and crossing points, it was reported that

the existing road markings were badly worn and unclear. There had also been a serious incident recently at the location. Matt Valentine, Essex Highways, Highways Liaison Officer, agreed to investigate this matter.

DECISION: That the schedule of schemes be noted.

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

INFORMATION: Consideration was given to a schedule of schemes which had been approved in 2013/14 and 2014/15, 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.

In discussing this item, reference was made to the importance of road side vegetation being cut back and maintained in order to ensure that road signs were clearly visible. Members of the Panel were requested to report such issues to Matt Valentine, Essex Highways, Highways Liaison Officer, for action to be taken.

DECISION:

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

LBRA142048 - SID sign to be converted to solar power and relocated, Church End, Panfield
'Top-up' - £7,700

LBRA142049 - Installation of additional 30mph repeater signs, 30mph roundels and SLOW markings, Pebmarsh
'Top-up' - £5,000

LBRA142050 – Installation of a sign and single post reading 'Bulmer St Andrew's School', St Andrew's Church of England Primary School, Church Road, Bulmer
'Top-up' - £1,500

LBRA142051 – Installation of four reflector marker posts, A1124 Stonebridge Hill, Earls Colne
'Top-up' - £1,500

LBRA142052 – Installation of two 'narrow road' signs with 'oncoming vehicles in the middle of the road' plate on single posts, Gage's Road, Knowl Green, Belchamp St. Paul
'Top-up' - £2,000

LBRA142053 - Carriageway markings to identify entrances to the playing field, playing field entrances, Oak Road, Little Maplestead
'Top-up' - £1,500

LBRA142057 - Installation of two 'bend ahead' signs and one singular chevron sign, Coggeshall Road j/w Colne Road, Earls Colne
'Top-up' - £4,000

LBRA141001 - Casualty Reduction Scheme, Deanery Hill/Church Lane, Bocking
'Top-up' - £14,000

LBRA141002 - Casualty Reduction Scheme, Buck Hill/Bakers Lane/Church Road, Black Notley
'Top-up' - £6,500

LBRA141003 - Casualty Reduction Scheme, Witham Road, Faulkbourne/White Notley
'Top-up' - £62,000

LBRA142055 - Installation of a toucan crossing and street lighting upgrade, Spa Road, Witham
'Top-up' - £120,000
(It was reported that this scheme had been upgraded from amber to green priority status).

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

LBRA142059 - Re-profile of gradient pedestrian crossing with tactile paving, The Grove/Newland Street, Witham
'Top-up' - £17,000
(It was reported that this scheme could be re-submitted for consideration if appropriate).

8 **SCHEMES FOR CONSIDERATION BY THE PANEL**

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

DECISION:

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

Improvement Schemes

LBRA142004 - Installation of one '20s Plenty' sign by St John the Baptist Primary School, The Street, Pebmarsh
Estimated Cost - £1,500

LBRA142040 - Erection of two 'soft verge' signs, The Street,
Belchamp Otten
Estimated Cost - £1,000

LBRA142045 - Addition of one 'SLOW' marking and one chevron
sign, or four reflector marker posts, Marlborough Road, Braintree
Estimated Cost - £3,000

LBRA142046 - Highway signage and visibility review, Halstead
Road, Earls Colne
Estimated Cost - £8,000 (signage review with costed options)

LBRA142056 - Installation of a Speed Indicator Device, Sloe Hill,
Halstead
Estimated Cost - £8,500

LBRA142013 – Provision of footpath connecting Bridleway to
existing footpath on Maldon Road, Blue Mills Hill Road and Maldon
Road, Witham
Estimated Cost - £7,000

LBRA142058 – New signage to reduce incidents of weight limit
breaches and oversized HGVs, Church Road and Oak Road,
Rivenhall
Estimated Cost - £4,500
(Details of the design to be forwarded to Councilor J Abbott)

LBRA142023 - Installation of give way triangle marking, give way
sign in verge and possible advance give way warning sign, Terling
Hall Road, Hatfield Peverel
Estimated Cost - £2,150

LBRA142060 – Construction of estimated 30m length path leading
up Deanery Hill towards the bus stop, Deanery Hill, Braintree
Estimated Cost - £7,300
(It was reported that BT fibre optic covers and street lighting were
located in the vicinity of the proposed work which could increase the
cost of the scheme substantially. It was agreed, therefore, that a
further report should be submitted to the Panel on the viability of this
scheme)

LBRA142061 - Installation of two additional, height restriction
warning signs, Coggeshall Road, Feering
Estimated Cost - £2,000

LBRA132092 - Installation of railings at Primary School, Church
Road, Rivenhall
Estimated Cost - £3,000

LBRA002027 - Installation of full height kerbs, Great Maplestead
Estimated Cost - £5,000
(It was reported that £5,000 had been spent on this scheme already,
but that a further £5,000 was required)

Small Works

LBRA142041 – One speed survey, Great Saling village
Estimated Cost - £210

LBRA142042 – One speed volume survey, Ashes Road and Church
Lane, Cressing
Estimated Cost - £210

LBRA142043 – Two speed/volume surveys, Mill Lane/Guithavon
Valley, Witham
Estimated Cost - £420

LBRA142047 - One speed survey, Church Road, Rivenhall
Estimated Cost - £210
(It was agreed that the description of this scheme should be amended
to read:-
To assess the speed within the 30mph limit outside the church and
primary school and to investigate the possible introduction of a 40mph
buffer)

LBRA142054 – One speed survey, Church Street, Great Maplestead
Estimated Cost - £210

Bus Stop Improvements

LBRA145007 - Bus Stop Clearway sign, John Ray School, Notley
Road, Braintree
Estimated Cost - £2,500

LBRA145008 - New shelter and hardstand, The Welsh Princess
(opp.) Stop ID RAY5, The Street, Rayne
Estimated Cost - £9,000
(It was agreed that the location of this bus stop should be checked)

LBRA145009 - New bus stop with shelter, St Mary's Close, (near
Church End) Stop ID 24005015, Panfield
Estimated Cost - £9,500
(Subsequent to the meeting, Panfield Parish Council and Essex County
Council's Passenger Transport Officer were consulted and this scheme
was supported by them).

LBRA145011 – Installation of a new wooden shelter, Bell Lane adj.
Stop ID IM767, Kynaston Road, Panfield
Estimated Cost - £9,000

(Subsequent to the meeting, Panfield Parish Council and Essex County Council's Passenger Transport Officer were consulted and this scheme was supported by them).

Cycling

LBRA144002 - Funding towards cycling schemes once strategic review is complete, Braintree (to be confirmed)
Estimated Cost - £50,000

Safety Schemes

LBRA141004 – Advance design work for possible casualty reduction schemes, Braintree District
Estimated Cost - £15,000

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

Improvement Schemes

LBRA142044 - Design feasibility study with costed options, Panfield Lane, between junction with Aetheric Road and Rayne Road, Braintree
Estimated Cost - £5,000 (feasibility study with costed options)

LBRA142038 - Zebra Crossing, Boars Tye Road, Silver End
Estimated Cost - £65,000 (Design £6,000)

9 **TRAFFIC REGULATION ORDERS – APPOINTMENT OF ADVISORY GROUP**

INFORMATION: Consideration was given to a report on the appointment of Members to the Traffic Regulation Orders Advisory Group to comment on requests for new Traffic Regulation Orders within the Braintree District prior to these being determined by the North Essex Parking Partnership Joint Sub-Committee.

DECISION: That Councillors Abbott, Banthorpe, Clark and Lady Newton be appointed to the Traffic Regulation Orders Advisory Group for the Civic Year 2014/15.

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

INFORMATION: Consideration was given to a programme 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. Members of the Panel were requested to refer any

queries/issues regarding the schedule to the Chairman, or to Matt Valentine, Essex Highways, Highways Liaison Officer.

In discussing this item, it was agreed that the programme of schemes should be reviewed to ensure that those schemes which should ideally be carried out during the Summer months were brought forward. It was agreed also that the schemes which had been completed should be removed from the schedule.

DECISION: That the Programme of Schemes recommended for approval at previous meetings of the Panel be noted and that schemes which have been completed and cancelled during 2012/13 and 2013/14 be removed from the schedule.

11 **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:-

9th October 2014

22nd January 2015

26th March 2015 (possibly change to early April 2015)

The meeting commenced at 6.00pm and closed at 7.05pm.

Councillor R G Walters
(Chairman)

APPENDIX

BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL

19TH JUNE 2014

Details of Questions Asked / Statements Made During Public Question Time

- 1 Statement Relating to Agenda Item 9 - Schemes for Consideration by the Panel (Scheme LBRA142045 - Marlborough Road, Braintree) (SLOW marking and chevron sign, or four reflector marker posts)

Statement by Councillor Gordon Helm, Essex County Councillor for Bocking Division, 268 Broad Road, Bocking.