

# Minutes

## Braintree District Local Highways Panel

25th June 2015

(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 D Gronland  
Councillor Lady Newton  
Councillor B Rose  
Councillor D Smith

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

Councillor J Baugh representing Braintree District Council was also in attendance from 6.00pm until 6.45pm.

### Officers

Sonia Church - Essex Highways  
Matt Valentine - Essex Highways  
Paul Partridge - Braintree District Council  
Alison Webb – Braintree District Council

Apologies for absence were received from Councillor J Bendall (Braintree Association of Local Councils), Councillor D Louis (Essex County Council), Councillor R Mitchell (Braintree District Council), Councillor J Pike (Essex County Council) and Councillor Mrs S Wilson (Braintree Association of Local Councils).

### Welcome to New Members

Councillors who had recently been appointed to Braintree District Local Highways Panel were welcomed to their first meeting and they were given an outline of the Panel's work and what it was able to consider. It was agreed that the Panel's Terms of Reference should be sent to each of the new Members and that a training session should be arranged for them.

(Note: - Training has subsequently been arranged for Thursday, 16th July 2015 at Causeway House, Bocking End, Braintree starting at 2.00pm).

1 **APPOINTMENT OF CHAIRMAN**

**DECISION:** That Councillor R Walters (Essex County Council) be appointed Chairman of Braintree District Local Highways Panel for the 2015/16 financial year.

2 **APPOINTMENT OF VICE-CHAIRMAN**

**DECISION:** That Councillor M Banthorpe (Braintree District Council) be appointed Vice-Chairman of Braintree District Local Highways Panel for the 2015/16 financial year.

3 **DECLARATIONS OF INTEREST**

The following interests were declared:-

Councillor J Abbott declared a non-pecuniary interest in Agenda Item 8 - Schemes for Consideration by the Panel and specifically scheme 'LBRA152070 Oak Road, Rivenhall – Route unsuitable for HGVs weight restriction', 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 8 Schemes for Consideration by the Panel and specifically scheme 'LBRA152039 School Road, Silver End – Installation of tarmac crossover strip from footway to grasscrete' as he was a Director of Greenfields Community Housing Ltd.

Councillor B Rose declared a non-pecuniary interest in Agenda Item 8 Schemes for Consideration by the Panel and specifically scheme 'LBRA152012 Chipping Hill Bridge, Chipping Hill j/w Powers Hall End, Witham – options for improved signage and traffic calming measures', as he had requested this scheme.

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

4 **MINUTES**

**DECISION:** That the Minutes of the meeting of Braintree District Local Highways Panel held on 19th March 2015 be approved as a correct record and signed by the Chairman.

5 **MATTERS ARISING**

**INFORMATION:** There were no matters arising.

## 6 **QUESTION TIME**

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

### Witham Road, Black Notley

A statement was made by Mrs A Sutton regarding the provision of off-street parking at Witham Road, Black Notley. It was noted that a scheme request had been submitted in respect of this matter (LBRA142094 - Witham Road, Black Notley) (installation of parking) and that it had been assessed.

It was reported that conversion of the bank into a parking area would require a significant amount of construction work, that a robust retaining feature would be required as the verge was very steep and that work could undermine foundations and damage properties. Property belonging to statutory undertakers was also present in the verge and it would have to be diverted. Potentially, the scheme could cost £500,000 and it was proposed that the request should not be approved. It was suggested that Black Notley Parish Council, local elected Councillors and residents should continue to pursue this matter with a view to identifying a more cost-effective solution.

### Bronte Road, Witham

A statement was made by Ms D Howlett-Morley regarding speeding vehicles and parking problems at Bronte Road, Witham. It was noted that a scheme request had been submitted by Witham Town Council in respect of this matter (LBRA152041 – Bronte Road, Witham) (installation of bollards on both sides of the carriageway) and that it had been assessed. Ms Howlett-Morley explained that problems were exacerbated at the start and at the end of the school day when pupils at Templars Primary and Nursery School were dropped-off and picked-up, and by commuters who parked their vehicles in the area all day.

Ms Howlett-Morley reported that an application had been submitted to North Essex Parking Partnership (NEPP) requesting the introduction of parking restrictions and she asked if consideration could be given to the introduction of residents only parking. Templars Community Association and Templars Primary and Nursery School supported the campaign to resolve parking problems and to introduce traffic calming measures in the area and a petition calling for such measures had been signed by local residents.

It was reported that the application to NEPP would be recommended for refusal as parking restrictions were already in place which could be enforced. NEPP enforcement Officers would be patrolling the area in the near future and they would be issuing penalty tickets where vehicles were parked on verges, or on double yellow lines. It was noted that an application for 'residents only' parking had not been submitted to NEPP and that such a

scheme would require support from at least 75% of local residents before it could be introduced.

It was proposed that the scheme request should not be recommended for approval, but that enforcement of existing parking restrictions should be pursued instead.

## 7 **BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL BUDGET**

**INFORMATION:** Consideration was given to a summary of Braintree District Local Highways Panel's capital budget for 2015/16 as at 25th June 2015. It was noted that the capital budget amounted to £815,578.

It was reported that schemes having a value of £356,000, which the Panel had recommended for approval during the 2014/15 financial year, had been re-profiled and they would be delivered in 2015/16.

To date, schemes to the value of £416,950 had been recommended for approval for funding from the 2015/16 budget. It was considered prudent that the Panel should recommend further schemes for approval to enable the remaining budget of £398,628 to be spent. This would ensure that the total capital budget of £1,171,578 for 2015/16 was allocated and would allow for the development of a rolling programme into 2016/17.

**DECISION:** That the report be noted.

## 8 **SCHEMES FOR CONSIDERATION BY THE PANEL**

**INFORMATION:** Consideration was given to a report containing a schedule of possible schemes. The schemes recommended for approval would be put forward to be funded during the 2015/16 financial year.

**DECISION:**

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

### Passenger Transport

LBRA155005 – Top up. Installation of raised kerbs, hardstand and path to Crematorium, IM135b, Crematorium, Halstead Road, High Garrett

Estimated Cost - £10,000

LBRA155007 - Replacement of old metal shelter with new metal shelter, Braintree Road j/w Cypress Road, Witham

Estimated Cost - £7,000

LBRA155008 - Replacement of old metal shelter with new metal shelter, The Cemetery, Cypress Road, Witham  
Estimated Cost - £7,000

### Traffic Management

LBRA152018 - Installation of a new 'footway' sign and a 'road narrow' sign along New Road; removal of all centre lining from the brow of the hill around the bend; installation of a 'road narrow' sign outside Autumn Lodge, Queenborough Lane j/w New Road, Rayne  
Estimated Cost - £7,000

LBRA152061 - Installation of grasscrete along sections of Valentine Way and improvement of the junction kerbing at Leicester Court and Stretford Court, Valentine Way, Silver End (priority sections)  
Estimated Cost - £70,000 (including £10,000 contributions each from Greenfields Community Housing Ltd and Silver End Primary School (via a Section 106 Agreement contribution))

LBRA152042 - Implementation of a One Way Traffic Regulation Order with accompanying signs and lines including a new 'No Left Turn Ahead' sign prior to the junction and also a 'No Entry' marking on the carriageway; new 'ahead arrows' to be installed on the carriageway along Panfield Lane directing traffic in the direction of the one way, Panfield Lane between the junctions with Aetheric Road and Rayne Road, Braintree  
Estimated Cost - £5,000

LBRA152070 - Route unsuitable for HGVs weight restriction, Oak Road, Rivenhall  
Estimated Cost - £46,000 (Rivenhall Parish Council to contribute £5,000)

LBRA142058 - Replacement of ADS sign to include 'HGV alternative route to avoid low bridge', replacement of blue advance warning sign to remove the weight restriction signs and addition of lighting unit to the eastern sign; addition of height restriction signage on the eastern side at weight restriction terminal sign, addition of lighting unit to both sides, Church Road and Oak Road, Rivenhall  
Estimated Cost - £4,000

LBRA152039 - Installation of a tarmac cross-over strip from footway to grasscrete, School Road, Silver End  
Estimated Cost - £11,000  
(It was agreed that Greenfields Community Housing Ltd should be requested to provide funding for this scheme and that the scheme should be given low priority)

LBRA152040 - Installation of two bollards on the verge next to the Millennium Bridge footway, Colchester Road, Bures Hamlet  
Estimated Cost - £3,000

LBRA152058 - One speed survey to assess speed for VAS, Wethersfield Road, Finchingfield  
Estimated Cost - £8,500  
(It was reported that the status of this scheme had been assessed as 'green', but it had been identified incorrectly on the schedule of schemes as 'red').

LBRA152072 - Installation of three dropped kerbs to aid those using mobility scooters and buggies to access other footways, Calamint Road, Witham  
Estimated Cost - £5,000

LBRA152073 - Conversion of current SID/VAS to solar power, Kynaston Road, Panfield  
Estimated Cost - £10,000

LBRA152055 - Installation of permanent VAS and investigation into suitable traffic calming measures, A1124 Halstead Road, Earls Colne  
Estimated Cost - £8,500  
(It was reported that the status of this scheme had been assessed as 'green', but it had been identified on the schedule of schemes as being in validation, without notation).

LBRA152060 - Removal of two Church End arms of the junction and provision of a single arm square to the road. Installation of new kerbing at the bellmouth, Ashton's Corner, B1053 Braintree Road j/w Panfield Road and Church End, Panfield  
Estimated Cost - £52,000

LBRA142061 - Top up. Installation of two additional, height restriction warning signs North and South bound, Coggeshall Road, Feering  
Estimated Cost - £12,000

LBRA142066 - Installation of a tactile crossing at the junction and improvement of the gradient, Newland Street j/w The Grove, Witham  
Estimated Cost - £45,000

LBRA152071 - Installation of verge reflector, marker posts to improve warning of bend in road, Huntsmans Lane, Foxearth  
Estimated Cost - £9,500  
(It was agreed that a breakdown of the costs of this scheme should be reported to the next meeting of the Panel).

## Walking

LBRA152067 - Installation of 50m length of footway along Blue Mills Hill to connect bridleway to existing footway on Maldon Road, Blue Mills Hill and Maldon Road, Witham  
Estimated Cost - £25,000

LBRA153006 - Improvement measures as set out in feasibility report circulated at the meeting, A131 High Garrett, Braintree  
Estimated Cost - £83,000  
(It was requested that this scheme should be given high priority)

LBRA152064 - Feasibility study to identify the best location to install a pedestrian crossing, Panners roundabout adjacent to Hungry Horse Public House, A131 Great Notley  
Estimated Cost - £5,000

## Revenue Schemes

LBRA153003 - Pedestrian footfall survey to assess movement along Sudbury Road to j/w Rosemary Lane, Sudbury Road, Castle Hedingham  
Estimated Cost - £800

LBRA152043 - Junction movement survey, The Grove j/w Newland Street, Witham  
Estimated Cost - £800

LBRA152062 - One speed survey, Liston Lane, Liston  
Estimated Cost - £230

LBRA152056 - Speed survey, Dog Chase, Wethersfield  
Estimated Cost - £230

LBRA152057 - Three speed surveys, Lamb Lane, Innham Hill and Southey Green, Sible Hedingham  
Estimated Cost - £690

LBRA142065 - Three speed surveys, A1017 between Baythorne End and Ridgewell  
Estimated Cost - £690

LBRA142068 - Speed survey, Rectory Lane, Rivenhall  
Estimated Cost - £230

LBRA152075 - Speed survey, Powers Hall End, Witham  
Estimated Cost - £230

LBRA152076 - Speed survey, outside Stondonfield on the B1053 Braintree Road, Shalford  
Estimated Cost - £230

- (2) That the following action be taken in respect of the scheme referred to below:-

Traffic Management

LBRA142111 - Introduction of 20mph speed limit zones at numerous locations, locations in Silver End  
£ Not known

It was agreed that Matt Valentine Essex Highways should investigate this scheme further based on possible zones and that Silver End Parish Council should be consulted. Councillor Abbott, the District Council Ward Member, agreed to provide information.

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

Traffic Management

LBRA142094 - Installation of parking on the verge, Witham Road, Black Notley  
Estimated Cost - £ (Detailed cost not known, but could be £500,000 plus)

LBRA152041 - Installation of bollards on both sides of the carriageway, Bronte Road, Witham  
Estimated Cost - £ Not known

- (4) That it be noted that the status of the following scheme had been assessed as 'red', but it had been identified incorrectly on the schedule of schemes as 'green'):-

Traffic Management

LBRA152053 - Installation of SID, Rectory Road, Sible Hedingham  
Estimated Cost - £8,500

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

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

In discussing this item, reference was made to scheme LBRA142006 –



carriageway widening, installation of footpath and new kerbing, B1018 Braintree Road, Cressing. A Member queried whether the implementation of this scheme could be brought forward. Matt Valentine Essex Highways reported that the scheme required the compulsory purchase of land and he agreed to circulate information to Members of the Panel explaining why the scheme could not be progressed sooner.

**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:-

24th September 2015 (changed from 8th October 2015)  
21st January 2016 (to be confirmed)

The meeting commenced at 6.00pm and closed at 7.52pm.

Councillor R Walters  
(Chairman)

APPENDIX

BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL

25TH JUNE 2015

Details of Questions Asked / Statements Made During Public Question Time

- 1 Statement Relating to Agenda Item 8 – Schemes for Consideration by the Panel (LBRA142094 - Witham Road, Black Notley) (Installation of parking on the verge)

Statement by Mrs Ann Sutton, 126 Witham Road, Black Notley

- 2 Statement Relating to Agenda Item 8 – Schemes for Consideration by the Panel (LBRA152041 – Bronte Road, Witham) (Validation – Installation of bollards on both sides of the carriageway)

Statement by Ms Debra Howlett-Morley, 28 Court Two, Bronte Road, Witham