

# Minutes

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## Essex County Council with Brentwood Borough Council Local Highways Panel (LHP)

15 December 2014

### Membership/Attendance

- |                              |                        |
|------------------------------|------------------------|
| * Cllr Kendall (ECC) (Chair) | * Cllr Hirst (ECC)     |
| * Cllr Aspinell (ECC)        | * Cllr Morrissey (BBC) |
| * Cllr Baker (BBC)           | * Cllr Dr Naylor (ECC) |
| * Cllr Clark (BBC)           | * Cllr Parker (BBC)    |
| * Cllr Cloke (BBC)           |                        |
- \*present

### Apologies

ECC Cllr Howard

### Officers Present

Sonia Church - Highways Liaison Manager (ECC)  
Mark Robinson – Senior Transport and Strategy Engagement Manager (ECC)  
Jean Sharp – Governance and Member Support Officer (BBC)  
Kim Shenton – Highways Liaison Officer (ECC)  
Peter Wright – Design and Consultancy Manager (ECC)

#### 1. Welcome and introductions

Cllr Kendall welcomed all present to the meeting and advised that at the 10.12.14 BBC Ordinary Council meeting, Cllr Clark had been appointed to the Local Highways Panel in place of Cllr Mrs Cohen.

#### 2. Declarations of interest

None were received.

#### 3. Apologies for absence

Apologies for absence had been received from Essex County Councillor Howard.

#### 4. Minutes of the previous meeting

The minutes of the 23 September 2014 were approved as a true record.

## 5. Member and Public Questions

A member of the public in attendance at the meeting asked questions regarding the yellow box at Tabors Corner, Shenfield, and the proposed zebra crossing at Seven Arches Road, Brentwood. A response would be made to both questions by ECC officers.

The Chair requested that future specific questions be emailed to him and ECC officers so that a detailed response could be given at the LHP meeting.

### 5a. Election of Vice-chair

The Chair invited nominations for the role of Vice-chair.

**Cllr Aspinell MOVED and Cllr Clark SECONDED and it was RESOLVED UNANIMOUSLY that Cllr Morrissey should be appointed as Vice-chair of the Panel.**

## 6. Funding Update

An ECC officer advised that most of the 2014/15 budget had been allocated but there remained £16,960 in the revenue fund.

**The Chair proposed and it was RESOLVED UNANIMOUSLY that £5,000 should be allocated for speed and pedestrian crossing surveys to be undertaken.**

Cllr Kendall requested that proposals for speed and pedestrian crossing surveys – including locations - be sent to him for discussion with Cllr Parker.

## 7. Update on Schemes Approved – Report 1

Members received a list of schemes approved in 2012/13, 2013/14 and 2014/15 indicating what stage had been reached with each or if they had been completed or cancelled. Further details were given on the following schemes, numbered as shown in the report:

### 5. Priests Lane, Shenfield

Cllr Clark requested a timeline for completion of the proposed works and was advised that this had been delayed due to designing schemes for Great Ropers Lane and Ashwells Road taking priority.

*(Cllr Clark declared a non-pecuniary interest under the Council's Code of Conduct by virtue of living close to the relevant site).*

## 6. Wilson's Corner – CR Scheme

A Panel member queried why this was being funded by LHP as it was a casualty reduction scheme. ECC officers would investigate and report back.

## 10. Shenfield and Brentwood Railway Stations

The Chair requested that ward Members and ECC members meet to input into the design process for both stations.

An ECC officer advised that any proposed designs would build on the Crossrail design. Cllr Kendall requested a timeline be sought from Crossrail in terms of the process and to find out what would be the next stage.

A Member highlighted the problems caused outside the Hutton pub at Shenfield by taxis making U-turns and it was suggested that Hutton South ward members be involved in addressing this issue.

Cllr Aspinell updated the Panel regarding a meeting he had attended with relevant members of London Boroughs affected by Crossrail. He advised he intended to write to the Leader of ECC requesting funding to improve Brentwood and Shenfield Stations. Cllr Dr Naylor proposed that Cllr Bass be invited to an LHP meeting to discuss issues relating to Crossrail.

## 14. Brentwood Cycle Strategy

Cllr Kendall advised that a Task and Finish Group comprising ECC officers Will Young and Mark Robinson and BBC/ECC Members Cllrs Baker, Kendall and Parker, had met in October 2014 and had agreed on four schemes to be progressed to validation and being included in the list of approved schemes for 2015/16. These were:

- Pilgrims Hatch to Brentwood Town Centre
- South West end of Greenshaw to Ongar Road
- Filling the 3 gaps between Hutton Road and Shorter Avenue
- Shenfield to Brentwood – design work to enable options to be considered.

ECC officers would send details of these to Panel members.

Members noted that validation entailed considering the feasibility of a proposed scheme from an engineering perspective and that it was anticipated that the ECC validation team might be expanded which would enable quicker progression of schemes.

## 15. Ashwells Road/A128 Ongar Road

Members noted that a site meeting had taken place and that Phase 1 was to be implemented over the February 2015 half-term break. A road closure was necessary to enable the major works to be undertaken and parents needed to be forewarned of this.

The school would be advised of progress and ECC officers advised that the ECC comms team would publicise relevant information.

25. Hornbeam Close

Implementation of the proposed scheme had been cancelled due to Cllr Kendall's concern at the safety aspect of the new location of the bus stop.

26. A128 Tilbury Road, West Horndon

Cllr Hirst requested the proposed location be checked.

37. Update on casualty reduction sites

Cllr Kendall advised that he had met with Cllr Bass who confirmed that the LHP needed to fund any casualty reduction schemes. These would be considered at the March LHP meeting.

39. Hogarth Estate – speed reduction measures

ECC officers were endeavouring to accelerate delivery.

40. School Road, Kelvedon Hatch

Members noted that if objections were received the Cabinet Member would be notified and would make a decision based on officer recommendations.

41. Hall Lane, Shenfield

Additional details of proposals were requested by Cllr Aspinell which would be provided by ECC officers.

49. Great Ropers Lane, Warley

ECC officers had met with school representatives to discuss proposals and it was anticipated the scheme would be implemented in 2015/16. The Chair thanked officers for their work in relation to this scheme which was supported by Ward Members.

50. Bridleway 12 – Ingatestone and Fryerning and Highwood (Mapletree Lane)

A meeting was to be arranged between land owner, Cabinet member and ECC officers to discuss the way forward.

ECC officers would ensure current updates were provided for all schemes at the March 2015 LHP meeting.

## **8. Potential Schemes – Report 2**

Members were advised that since all capital funding had been committed, the schemes listed could not be considered for funding in 2014/15 but sufficient budget remained for the proposed revenue schemes to be progressed.

Details or updates were given on the potential schemes within the categories Capital Schemes, Passenger Transport and Revenue Funding.

Cllr Kendall requested that for any scheme put forward to be considered at the March 2015 LHP meeting a plan be provided to enable accurate prioritisation of schemes.

An ECC officer advised that any funds unspent from 2014/15 would be taken by the Cabinet Member for re-profiling.

**The Panel RESOLVED to approve expenditure as follows:**

- **Middleton Hall Lane, Brentwood – request to upgrade pedestrian crossing – cost of PV<sup>2</sup> survey - £900**
- **The Drive , Warley – request for investigation into the possibility of a zebra crossing – cost of PV<sup>2</sup> survey - £900**

(NB £5000 already agreed under minute 6 to be allocated for speed surveys – locations to be decided).

## **9. Brentwood Cycle Strategy**

This topic been discussed during item 7 – as scheme 14.

## **10. Beacon Lights – feedback from Cabinet Member**

The Chair had proposed to the Cabinet Member that the LHP should be able to agree to the installation of halo beacons and modular posts.

A Highways Practice Note had been included in the agenda relating to Zebra Crossings – Halo Beacons and Modular Posts. This set out the criteria for these being installed which was where there had been 4 personal injury collisions (PIC's) or three instances of loss of control resulting in 3 personal injury collisions. In light of this the Cabinet Member was not minded to permit LHP's to determine where these lights should be installed unless they met the criteria. No PIC's had been recorded on the crossings proposed by Cllr Kendall to have halo beacons installed.

The Cabinet Member suggested a number of other safety measures that could be considered at these locations.

Members noted that zebra crossing markings were only replaced if 70% of the crossing was worn away, according to the ECC maintenance strategy and national code of practice.

The Chair proposed that any issues related to this be raised via County Councillors.

Panel Members requested that the possibility of extending the zig-zag markings outside Pemberton School, Ingatestone be investigated, also that an engineer investigate problems identified at the zebra crossing in the centre of Shenfield High Road.

## **11. Bus 21 Kelvedon Hatch**

Cllr Dr Naylor highlighted the difficult position resulting from the withdrawal on 7.11.14 of the last two buses on the No 21 service between Harlow and Warley.

Passenger Transport officers at ECC were re-considering the matter since the subsidy needing to be paid had been miscalculated at £27.00 rather than the true figure of £5.53.

**Cllr Kendall MOVED and it was RESOLVED UNANIMOUSLY that serious consideration be given to reinstating the bus services in view of the re-calculation and it was suggested that any shortfall could be funded out of the LHP budget.**

The Chair advised that ECC was to begin a major consultation on the bus service in 2015 and encouraged everyone to contribute their views.

## **12. Ingatestone High Street**

ECC officers had been in discussion with Cllr Dr Naylor and advised that speed surveys had been carried out at High Street/New Road and High Street/Whadden Chase. A validation was to be undertaken on signage which could be improved and on the possibility of roundels being painted on the carriageway.

Cllr Cloke advised that traffic had speeded up since double yellow lines had been laid and believed that a single yellow line and parking restrictions might be more effective.

The Chair requested a definitive view be invited from stakeholders and suggested inviting SEPP to attend the site. Cllr Cloke would discuss at the Parish Council meeting and ECC officers would liaise with Cllrs Cloke and Dr Naylor.

### **13. Any Other Business**

1. Church Road, Kelvedon Hatch: ECC officers advised that two speed surveys had been applied for and engineers would consider the results of these.
2. Cllr Baker requested a review of parking and manoeuvres at Mountnessing roundabout. ECC officers asked that a written referral be submitted.
3. Cllr Kendall requested a review of signage in Sandpit Lane in light of over-large vehicles turning into the lane. ECC officers asked that a written referral be submitted.

### **14. Date of next meeting**

The next meeting would take place on Monday 23 March 2015 and a provisional date of Monday 8 June 2015 was suggested for the following meeting (to be confirmed).