

Minutes

Braintree District Local Highways Panel

23rd January 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 J Clark
Councillor M Fincken
Councillor A Hayward
Councillor M Lager
Councillor Lady Newton
Councillor J Pike

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

Councillor R Bass, Essex County Council's Cabinet Member for Highways and Transportation, was also in attendance.

Officers

Jenny Hill - Essex Highways (for Item 8 – Casualty Reduction Schemes)
Alan Lindsay – Essex County Council
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 D Louis (Essex County Council) and Councillor R Mitchell (Braintree District Council).

1 **DECLARATIONS OF INTEREST**

The following interests were declared:-

Councillor J E Abbott declared a non-pecuniary interest in Agenda Item 9 - Approved Schemes Requiring Top-Ups 2013-14 and specifically scheme IT867 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 J Banthorpe declared a non-pecuniary interest in Agenda Item 10 – Schemes for Consideration by the Panel as he was a Director of Greenfields Community Housing.

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.

2 **MINUTES**

DECISION: That the Minutes of the meeting of Braintree District Local Highways Panel held on 3rd October 2013 be approved as a correct record and signed by the Chairman.

3 **MATTERS ARISING**

INFORMATION:

Minute 7 – Programme of Schemes Already Recommended for Approval/Delivered

Councillor Abbott queried why the capital budget amounting to £815,578 which had been allocated to Braintree District Local Highways Panel for 2013/14 would not be available for expenditure. In response, the Chairman stated that it would not be possible to fulfil schemes approved in the current financial year as these could not be prepared in time for implementation.

Councillor Walters indicated that this information was set out in the Minute and had been sent to Councillor Abbott by separate correspondence.

4 **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.

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 2013/14 as at 23rd January 2014.

It was reported that, following a review of highways budgets, Essex County Council's Cabinet Member for Highways and Transportation had made a key

decision published on 11th October 2013 to reduce Local Highways Panels capital budgets and to reallocate the capital to other highway priorities.

It was reported that Braintree District Local Highways Panel's revised capital budget for 2013/14 amounted to £246,530. To date, a total of £190,640 had been committed and £55,890 remained unallocated.

DECISION: That the report be noted.

6 **NEW SCHEME REQUESTS UPDATE**

INFORMATION: In considering this item, the Chairman reminded Members of the Panel that requests for new schemes should be submitted to Matt Valentine, Essex County Council Highways Liaison Officer using the standard scheme request template and should have the support of the local Parish/Town Council and local District Council and/or Essex County Council Councillor. Requests submitted for validation were assessed to determine whether they met current implementation guidelines and satisfied Essex County Council's policy requirements. If considered appropriate, requests were referred to the Highways Panel for consideration including possible options and provisional estimates of cost.

A. **New Scheme Requests – Survey Results Received**

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

DECISION:

- (1) It was noted that the following schemes had been assessed as appropriate and that they had been transferred to the schemes list for consideration by the Panel:-

LBRA132051 Spa Road, Witham – Controlled crossing

LBRA 132060 Junction of Normandie Way/Colchester Road, Bures Hamlet – Installation of vehicle activated signal (VAS)

LBRA 132084 Broad Road, Braintree – Speed survey to be carried out to assess the possible reduction in speed limit from 40mph to 30mph

- (2) That the following scheme be recommended for approval in principle:-

LBRA132036 Bower Hall Drive, Steeple Bumpstead (Bendyshe Court to Doctors' Surgery) – 20mph speed limit.

It was agreed that £4,000 be allocated towards the introduction of a 20mph speed limit in the vicinity of the school.

- (3) That the following schemes be investigated further:-

LBRA132083 Convent Lane, Braintree - 20mph speed limit.
It was agreed that another speed survey should be carried out.

LBRA132035 Lucking Street, Toldishall Road and Church Street,
Great Maplestead – 30mph speed limit.
It was agreed that the extension of the 30mph speed limit
specifically at Lucking Street should be investigated further.

LBRA132034 Head Street or Sudbury Road, Halstead – Provision of
zebra crossing.
It was agreed that this scheme should be assessed again including
the possible provision of a 'safer place to cross'.

- (4) That Councillor Lager be advised when the second survey was
carried out in respect of the following scheme:-

LBRA132030 Avenue Road, Witham - PV2 survey for zebra
crossing

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 scheme LBRA132103 Junction of Boars Tye Road and
Lanham Green Road, Crossing be amended to include the renewal
of white line road markings and the replacement of an arm on a
directional sign.

7 **CASUALTY REDUCTION SCHEMES**

Jenny Hill, Essex Highways Road Safety Engineer, attended the meeting for
this Item.

INFORMATION: Consideration was given to three Casualty Reduction
Schemes which had been highlighted following an analysis of accidents
leading to personal injuries.

DECISION: That the following schemes be recommended for approval to
preliminary design stage:-

LBRA131010 – Junction of Deanery Hill/Church Lane, Bocking
Estimated preliminary design and investigation cost - £3,000

LBRA131011 - Junction of Buck Hill/Bakers Lane/Church Road, Black Notley
Estimated preliminary design and investigation cost - £1,000

LBRA131012 - Three locations along Witham Road, Faulkbourne/White Notley (near Lodge Cottages, Faulkbourne; near junction with Pole Lane, White Notley; near Glebe Cottages, White Notley).

Estimated preliminary design and investigation cost - £12,000

8 **APPROVED SCHEMES REQUIRING TOP-UPS 2013-14**

INFORMATION: Reference was made to two schemes which had been recommended for approval by Braintree District Local Highways Panel in the 2012/13 financial year, but which would require the allocation of further funding if they were to proceed.

DECISION:

- (1) That the following scheme be recommended for approval for 'top-up' funding in 2013-14:-

LBRA005002 – Relocation of bus stop, installation of raised kerbs and provision of wooden shelter, Halstead Hospital, Hedingham Road, Halstead

'Top-up' - £3,500 (for purchase of shelter)

- (2) That detailed design and feasibility work is carried out in respect of the following scheme. That Rivenhall Parish Council contributes £5,000 towards the total scheme cost:-

IT867 Oak Road, Rivenhall – 'Route unsuitable for HGVs weight restriction'

Estimated design cost - £7,500

(In discussing this scheme, it was noted that on-going discussions were taking place between Essex County Council Highways and the Highways Agency regarding possible improvements to the Oak Road, Rivenhall/A12 junction).

9 **SCHEMES FOR CONSIDERATION BY THE PANEL**

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

In discussing this item, specific reference was made again to proposed schemes for the provision of 'decorative' gateway signs. This issue had been considered by the Panel at its meetings held on 9th December 2010 and 3rd October 2013 when it had been suggested that Braintree District Local Highways Panel should not finance such signs. It was noted that the current schedule included two schemes for improved gateways on the approaches to Witham which Witham Town Council had agreed to part-fund. In order to provide clarity on this issue, it was agreed that consideration of these schemes should be deferred pending the publication of a practice note by Essex County Council.

DECISION:

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

Improvement Schemes

LBRA132039 Bramble Road, Witham – Re-profile kerb line at Bramble Road j/w Flora Road and install priority working along Bramble Road.
Estimated Cost - £40,000 top-up (£32,000 Section 106 Agreement)
Estimated Design Cost - £7,000
(Recommended for approval to design stage).

LBRA132064 Pebmarsh Village – Installation of additional 30mph repeater signs, add 30mph roundels at entrance points to the village and SLOW road markings by the village hall
Estimated Cost - £6,000
Estimated Design Cost - £1,000
(Recommended for approval to design stage).

LBRA132087 Entrance to playing-field, Oak Road, Little Maplestead – Carriageway markings
Estimated Cost - £2,000
Estimated Design Cost - £500
(Recommended for approval to design stage).

LBRA132045 St Andrews Church of England Primary School, Church Road, Bulmer – Installation of a sign flag
Estimated Cost - £1,000
Estimated Design Cost - £500
(Recommended for approval to design stage).

LBRA132068 Parley Beams Cottages, A1124 Stonebridge Hill, Earls Colne – Installation of four reflector marker posts either side of the access to Parley Beams Cottages
Estimated Cost - £1,000
Estimated Design Cost - £500
(Recommended for approval to design stage).

LBRA132057 Gages Road, Knowl Green, Belchamp St Paul – Installation of two 'narrow road' signs with 'oncoming vehicles in middle of road'
Estimated Cost - £2,500
Estimated Design Cost - £1,000
(Recommended for approval to design stage).

LBRA132099 Junction of Coggeshall Road/Colne Road, Earls Colne – Installation of two ‘bend ahead’ signs and one single chevron sign
Estimated Cost - £5,000
Estimated Design Cost - £1,000
(Recommended for approval to design stage).

LBRA132117 The Street, Hatfield Peverel – Upgrade lighting on approaches to zebra crossing
Estimated Cost - £2,250
(Recommended for approval for delivery in 2013/14).

LBRA132118 Maldon Road, Hatfield Peverel – Upgrade lighting on approaches to zebra crossing
Estimated Cost - £2,250
(Recommended for approval for delivery in 2013/14).

LBRA132060 Junction of Normandie Way/Colchester Road, Bures Hamlet – Installation of vehicle activated signal (VAS)
Estimated Cost - £8,500
Estimated Design Cost - £500
(Recommended for approval to design stage).
(Minute 6 refers also)

LBRA132107 School Road, Silver End – Lowering of kerb and installation of grasscrete
Estimated Cost - £18,000
Estimated Design Cost – (Design completed)
(This scheme was recommended for approval on a provisional basis, for expenditure from the 2014/15 budget).

LBRA132082 Valentine Way, Silver End – Provision of parking bays, re-alignment of road, widening works, improvement to junctions, re-instatement and protection of verge
Estimated Cost of Feasibility Report - £10,000 (revenue)
(Recommended for approval to Feasibility Report stage).

LBRA132080 Burrows Road, Earls Colne – Install one-way Traffic Regulation Order North-bound on Burrows Road from A1124 High Street
Estimated Cost - £20,000
Estimated Design Cost - £2,000
(Recommended for approval to design stage).

LBRA132093 Crittall Road, Witham – Conversion of verges to parking bays
Estimated Cost of Feasibility Report - £5,000 (revenue)
(Recommended for approval to Feasibility Report stage).
It was noted that this scheme had been requested by Witham Town Council, not Councillor Lager)

LBRA132089 Layby near to Church, Church Road, Rivenhall
Estimated Cost - £20,000
Estimated Design Cost - £1,500
(Recommended for approval to design stage).

Small Works

LBRA132081 Coggeshall Road, Feering – Speed survey
Estimated Cost - £210

LBRA132114 Recreation Road and Hawkwood Road, Sible
Hedingham – Three speed surveys
Estimated Cost - £630

LBRA132054 Constance Close, Witham – Speed survey
Estimated Cost - £210

LBRA132111 Great Saling Village – Three speed surveys
Estimated Cost - £630

LBRA132119 Junction of Yeldham Road and Nunnery Street, Castle
Hedingham – Speed survey
Estimated Cost - £210

LBRA132101 Halstead Road, Sible Hedingham – Speed survey
Estimated Cost - £210

LBRA132094 Colemans Bridge junction, Colchester
Road/Eastways/Motts Lane, Witham – PV2 survey
Estimated Cost - £890

LBRA132112 The Street, Belchamp Otten – Volume and speed survey
Estimated Cost - £210

LBRA132084 Broad Road, Braintree – 40mph to 30mph speed survey
Estimated Cost - £210
(Minute 6 refers also)

LBRA132085 The Street, Pebmarsh – Speed survey
Estimated Cost - £210

LBRA132096 The Causeway, Toppesfield – Pedestrian count
Estimated Cost - £495

LBRA132074 Bridge Street, Bures Hamlet – Pedestrian count and
junction count
Estimated Cost - £495

LBRA132123 Church Road, Rivenhall – Speed survey
Estimated Cost - £210

LBRA132100 London Road, Braintree – PV2 survey for pedestrian crossing
Estimated Cost - £890

Bus Stop Improvements

In discussing this item, it was reported that a bus stop improvement scheme for Black Notley had been omitted from the schedule and it was requested that the scheme be reported to the next meeting of the Panel.

The Panel recommended approval of each of these schemes on the basis that they would be funded by expenditure from the 2014/15 budget:-

LBRA135032
The Cross Keys, Witham Road, White Notley – Installation of a new pole and flag
Estimated Cost - £1,500

LBRA135033
Dale House, Coldnailhurst Avenue, Bocking – Bus stop clearway sign
Estimated Cost - £1,500

LBRA135034
Fox and Pheasant, White Colne – New bus stops either side of the road
Estimated Cost - £7,500

LBRA135035
Benton Hall, Witham – New bus stops either side of the road
Estimated Cost - £7,500

LBRA135036
The Swan, Sible Hedingham – New bus stops
Estimated Cost - £3,500

LBRA135037
Bus stop ID IM2630 Fell Road, Moat Road, Birdbrook – Replacement of shelter
Estimated Cost - £7,500

LBRA135038
Jones Garage, Dunmow Road, Rayne – Painting of bus stop clearway road markings on both sides of Dunmow Road.
Estimated Cost - £2,500

- (2) That consideration of the following schemes be deferred pending the publication of a practice note by Essex County Council:-
(In discussing these schemes, Members of the Panel were advised that Witham Town Council had agreed to fund £4,000 of the combined total cost of £7,000)

Improvement Schemes

LBRA132056 Junction 21 off A12, Hatfield Road, Witham –
Replacement ‘gateway’ sign
Estimated Cost - £3,500
Estimated Design Cost - £1,000

LBRA132055 Blue Mills Hill, Witham – Relocation of ‘gateway’ sign
Estimated Cost - £3,500
Estimated Design Cost - £1,000

10 **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.

11 **DATES FOR MEETINGS OF THE PANEL**

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

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

The meeting commenced at 6.00pm and closed at 8.05pm.

Councillor R G Walters
(Chairman)

APPENDIX

BRAINTREE DISTRICT LOCAL HIGHWAYS PANEL

23rd JANUARY 2014

Details of Questions Asked / Statements Made During Public Question Time

- 1 Statement Relating to Item 7 – New Scheme Requests Update (Convent Lane and Broad Road, Braintree – Speed Limits)

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

- 2 Statement Relating to Item 7 – New Scheme Requests Update (schemes relating to Sible Hedingham) and Item 10 - Schemes for Consideration by the Panel (schemes relating to Sible Hedingham)

Statement by Councillor David Horn representing Sible Hedingham Parish Council.