

# Minutes

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## Local Highways Panel 20 January 2014

### Membership/Attendance

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|-------------------------------------|----------------------|
| * Cllr Parker (BBC) (Chair)         | * Cllr Hossack (BBC) |
| * Cllr Dr Naylor (ECC) (Vice-chair) | * Cllr Kendall (ECC) |
| Cllr Aspinell (ECC)                 | * Cllr Russell (BBC) |
| * Cllr Hirst (ECC)                  | Cllr Sparling (BBC)  |

\*present

### Also Present

Jon Cloke – Ingatestone and Fryerning Parish Council

### Officers Present

Hannah Neve – Strategy and Engagement Manager (ECC)  
Jean Sharp – Governance and Member Support Officer (BBC)  
Chris Stoneham – Senior Customer Officer (ECC)  
Adrian Tidbury – Assets and Technical Manager (BBC)

#### 1. Welcome and introductions

Cllr Parker welcomed all present to the meeting.

#### 2. Apologies for absence

Apologies were received from Cllrs Aspinell (ECC) and Sparling (BBC)

#### 3. Minutes from the 22.10.2013 LHP meeting.

The minutes were agreed as a correct record.

#### 4. Date of next meeting

The next LHP meeting was scheduled for 10 March 2014 but since the installation date for most schemes was 31.3.2014 it was proposed to delay the meeting until the beginning of the new financial year. Possible dates would be circulated for the Panel's approval.

## **5. Update on Schemes Approved in 2012-13 and 2013-14**

ECC HLO advised that the reports before Members included the latest information available from ECC's strategic partner - Essex Highways. Precise dates were not all available but the expectation was that all schemes/studies/designs would be completed by 31.3.2014. Specifically, the Panel discussed:

### **2012-13**

#### *LBRE0 03003 – Cycle Study:*

Members were advised the results of the study would be reported at the next LHP meeting.

#### *LBRE0 02003 – Crown Street: Signs*

A Member requested the 'no entry' signs from the High Street be made more visible.

#### *LBRE0 08001 – PRow 38 – Church to Station*

Works had been completed in September 2013 but the landowner (National Rail) had not agreed to widening works.

Action: ECCHLO would ascertain if the slippage was available to spend on other schemes.

### **2013-14**

#### *LBRE1 32001 – VAS sign in Hartswood Road*

A resident had objected to proposed location and a different site had been found. A consultation exercise needed to be carried out with residents.

#### *LBRE1 32002 – Hanging Hill Lane, Hutton - 2 Speed activated VAS where against policy*

This Scheme was in design and a consultation was to be undertaken with residents which would be funded from the capital budget.

#### *LBRE1 32018 – Hall Lane, Shenfield - Extending 30mph speed limit*

The traffic order was to be advertised.

#### *LBRE1 32009 – Ashwells Rd (j/w A128 & Mores Lane)*

A full update would be given at the next LHP meeting. The Chair proposed a public meeting should take place and parish councils be notified.

#### *LBRE1 33005 – Harewood Road, Pilgrims Hatch*

A Member queried the need for a design to be produced for a drop kerb since this was to mirror the one already installed opposite.

Action: ECCHLO would ascertain installation date.

### 3. Schemes Requests

Members received a report giving an update on scheme requests.

#### A: Scheme requests - survey results received

A1: Seven Arches Road – zebra crossing

The site met the criteria for a zebra crossing and a follow-up survey would be undertaken in April. The network manager needed to be consulted regarding traffic flows since this was a priority route. The Chair advised SEPP was to be consulted.

A2: Shenfield Rd near Nuffield Hospital – zebra crossing

A pedestrian vehicle survey had been undertaken indicating the site did not meet the criteria for a crossing. A Member requested an alternative scheme be proposed. Members noted the existing pedestrian refuge removed during recent utility works and resurfacing had yet to be reinstated.

A3: Hanging Hill Lane near Sylvia Avenue – zebra crossing

The site did not meet the criteria for a crossing.

A4: Safety assessments for 3 Brentwood zebra crossings – Kings Road, Pondfield Lane, Hartswood Road

Requirements were not met for halo beacons but other recommendations were made to be followed up by the ECCHLO – marking maintenance, pole re-painting, etc.

A5: Bird Lane, Warley – HGV concerns

The survey indicated poor compliance with the 20mph speed limit and the request had been submitted for validation. Members noted ECC Trading Standards enforced HGV restrictions.

A6: Church Road, Kelvedon Hatch

The survey indicated good compliance with the 40mph speed limit. A further survey was requested.

A7: Great Warley Street and Warley Street to A127 – speed related issues

A speed survey had been undertaken near village gateways and had indicated slightly poor compliance with 40mph speed limit thus would not be eligible for measures such as a VAS.

ECCHLO had requested further information regarding the issues previously notified and these would be followed up. Members noted that traffic calming measures were not appropriate on a PR1 route.

Members were advised the area did not meet accident reduction scheme criteria.

#### B: Scheme requests sent for validation - awaiting update

Members noted the updates included in the agenda and were advised outcomes should be available on most schemes at the next LHP meeting.

#### C: New Scheme requests

Additional detail was provided for the following schemes being considered for funding and the Chair proposed that £3k funding be allocated for:

C1: B186 Warley Road J/w Great Ropers lane – Casualty Reduction Scheme

C2: Coxtie Green Road J/w Wheelers Lane – Casualty Reduction Scheme

### **4. Schemes to Consider for Funding**

#### Report 4 - SCHEMES FOR FUNDING

Members noted the detailed update given in the report regarding the Panel's proposed expenditure to date and information on proposed schemes.

**Passenger Transport:** Regarding the proposed installation of 2 bus stops near Hartswood Hospital in Eagle Way, the ECC member advised he had received no request for these from a resident it was presumed the request had come from the hospital. The Chair proposed that the hospital must therefore make a contribution towards the cost of installation.

**Rail:** Cycle racks had been installed at Shenfield Station and the rail manager, supported by the BBC Ward member, had requested solar powered spotlights be fitted to assist cyclists unlocking their bikes in the dark.

The Panel recommended the expenditure of £360 for these lights.

The following revenue surveys were recommended by the Panel:

1. Canterbury Tye, Pilgrims Hatch (Speeding concerns) – survey had been requested
2. Woodman Road, Brentwood (Speeding concerns) – Cllr Kendall confirmed location
3. Sandpit Lane near South Weald Cricket Club – assessment of traffic volumes owing to poor state of road. ECC had advised the damaged carriageway was not considered dangerous but Members were very concerned at the potholes either side of the road.

To be added to the list was a survey in Great Warley Street, south of Bird Lane as discussed earlier in the meeting.

## **5. Highways Rangers**

A detailed update on expenditure and works recently undertaken by the Highways Rangers was provided for Members' information.

## **6. Capital Maintenance 2013/14**

Information was provided on the capital resurfacing programme 2013-14 and the capital footway programme.

## **7. Section 106 Schemes in Brentwood**

Information was provided regarding Section 106 Schemes in Brentwood.

## **8. Any other business**

Cllr Kendall advised that, cross party, BBC Members were working towards improving the area around Brentwood Station. Requests have been submitted to ECC regarding maintenance matters to no avail.

The Chair agreed to add his support and speak to the Cabinet Member in the new financial year about the matter.

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**Action:** ECC HLO to submit recommendations for Cabinet Member approval

## **5. Highway Rangers Report**

*Report 5*

ECC HLO advised that this was the latest information available from the Ranger service operated by Brentwood Borough Council and that a fuller report would be circulated to Panel Members in due course.

Panel Members expressed satisfaction with the work of the Rangers but were keen to see a fuller report including some photographic examples.

**Action:** ECC HLO to liaise with BBC Rangers' supervisor for fuller report.

## **6. Capital Maintenance Programme**

*Report 6 – Maintenance Report*

ECC HLO advised that this was the latest information available from the ECC's strategic partner - Essex Highways' website on resurfacing and that more comprehensive information was expected on the website in due course.

### **7. Items for Future Meeting**

Panel Members requested a breakdown of cost estimates for bus stop schemes:

- Garden Centre stop, A128 Ongar Rd near river Roding bridge £9k
- Wooden bus shelters, e.g. Rose and Crown, A128 Ongar Rd, Kelvedon Hatch £9k

**Action:** ECC HLO to arrange with ECC Bus Stop Officer

Panel Members requested a Section 106 report

**Action:** ECC HLO to arrange with ECC S106 Officer

Cllr Aspinell requested a speed survey for Canterbury Tye, Pilgrims Hatch, be added to the next list of recommendations for funding.

**Action:** ECC HLO to liaise with Cllr. for location and add to next list

### **8. AOB**

Cllr Aspinell requested an update on planned parking restrictions for Worrin Rd

**Action:** ECC HLO to liaise with Essex Highways and advise Cllr.

Cllr Mynott, local ward Member, reported the phasing of the lights were possibly altered recently at the Weald Rd/High St junction and added the junction appeared to be working better than it had previously.

However, he suggested the phasing of the lights had reverted back to the previous timings and requested this be investigated.

**Action:** ECC SCSO to liaise with Essex Highways and advise Cllr.

Cllrs Aspinell and Cohen requested HLO accompany them on divisional site visits.

**Action:** ECC HLO to liaise with Cllr. Cohen for date

### **9. Date of Next Meeting**

Monday 20<sup>th</sup> January 2014 at 19.00 hours

**Summary of ECC Officer Actions:**

	<b>Who</b>	<b>Action</b>	<b>Survey/ validation/ report</b>	<b>completed</b>
1	ECC S&EO - Strategy & Engagement Manager	Confirm 2012-13 unallocated budget was no longer available		Confirmed as per Key Decision
2		Clarify £25k cost for cycle study with Transportation Planning Team		Requested clarification from TPT
3	ECC SCSO - Senior Customer Officer	Stress importance to D&C to prioritise Ashwells Rd study/design		COMPLETE 23.10.13 acknowledged
4		Enquire with Police for speed trap data on Gt. Warley St	data	TBC
5		Liase with Essex Highways re Weald Rd/ High St lights phasing and advise Cllr. Mynott		COMPLETE Lights fixed. Cllr advised 11.11.13
6	ECC HLO – Highway Liaison Officer	Request Danes Way stop closure from bus stop team		COMPLETE 19.12.13 agreed see Report 1
7		Discuss new Danes Way scheme request details with Cllr Aspinell	validation	COMPLETE sent for validation 11.12.13
8		Liase with D&C to ensure Ashwells Rd study/design includes assessment of extending the 40mph limit and flashing school signs/VAS		COMPLETE 30.10.13 confirmed
9		Discuss implications of Station Rd, West Horndon CDPV <sup>2</sup> survey for zebra crossing request with Cllr Hirst		COMPLETE advised 20.12.13
10		Arrange CDPV <sup>2</sup> survey for Tesco's Warley Hill once store was open	Survey and potential validation	Not open yet
11		Request re-assessment of the viability and cost of a feasibility study for roundabout or signalisation at Devils Head including an assessment of previous BBC research and plans.	validation	COMPLETE sent for validation 11.12.13

12		Circulate 3 zebra crossing safety assessments when complete.	reports	COMPLETE sent for validation 11.12.13
13		Discuss with Cllr. Hirst installing an advance give way sign on Childerditch Lane	validation	COMPLETE sent for validation 11.12.13
14		Liaise with Cllr. Kendall to prepare validation requests for Gt. Warley St	Survey & validations	COMPLETE sent for validation 20.12.13
15		Liaise with Cllr. Kendall to prepare validation request Bird Lane	Survey & validation	COMPLETE sent for validation 11.12.13
16		Advise ECC Cycling Officer that Panel did not recommend funds for "Park That Bike"		COMPLETE 1.11.13
17		Submit recommendations for funding for CM approval		COMPLETE 23.10.13
18		Liaise with BBC Rangers' supervisor for fuller report	report	COMPLETE 20.12.13
19		Arrange with ECC Bus Stop Officer breakdown of costs for Garden Centre stop and shelter at Rose and Crown	report	1.11.13 requested 20.12.13 Agreed
20		Arrange with ECC S106 Officer for a S106 report	report	COMPLETE 20.12.13
21		Liaise with Cllr. Aspinell for Canterbury Tye speed survey	add to next recommendation list	Added - Cllr to advise location at LHP meet
22		Liaise with Essex Highways re Worrin Rd parking restrictions update and advise Cllr. Aspinell		COMPLETE. To be installed by 20.12.13
23		Liaise with Cllr. Cohen for date		COMPLETE