County Councillors:	Cllrs T C Cutmore, K Gibbs, and C G Seagers
District Councillors:	Cllrs K H Hudson, B T Hazlewood, J R Lumley and M J Steptoe
Officers:	S Church (ECC Highways Liaison Manager), G Speller (ECC Highways Liaison Officer), A Dave (RDC Chief Executive), S Scrutton (RDC Director) and M Power (RDC Minutes)

Agenda Item	Key observations	Decision/Action
Apologies for Absence	Apologies were received from Cllr C I Black.	
Declarations of Interest	The following non-pecuniary interests were declared: Cllr M Steptoe by virtue of being a Member of Barling Magna Parish Council; Cllr J Lumley by virtue of being a Member of Rayleigh Town Council; Cllr B Hazlewood by virtue of being a Member of Hockley Parish Council.	
Notes of the meeting on 24 September 2015	<ul> <li>The notes of the meeting of 24 September 2015 were agreed as a correct record. The following was noted:-</li> <li>Page 5 Websters Way from Eastwood Road at the zebra crossing – the advertising sign is still on the raised bed on the central island, which obscures the crossing. This is responsibility of Rayleigh Town Council.</li> <li>Page 8 The site visit to inspect the installation of village gateways in Barling had not yet been arranged.</li> </ul>	RTC to be advised
Rochford LHP 2015-16 Budget Summary Safer Roads	GS advised that all items classified as 'Red' (the scheme request is against ECC criteria) in the report to the last meeting had been removed.	

Traffic management	Ferry Road, Windermere Avenue – addition of directional signage to the Senior Centre – is against DFT policy. Following a request from Cllr Hoy it was looked at again to see if another option was available – there is nothing further that can be done. This item would be removed from the report to the next meeting.	Remove from report (GS)
	<b>Rectory Avenue/Clifton Road, Rochford - speeding.</b> Compliance with speed limit is good so no traffic calming measures will be taken. There is public perception of speed building as cars drive down the hill on Clifton Road and concern that the speed survey was taken from near the junction where cars are likely to slow down. No reminder 30 mph limit or slow signs, nor carriageway markings, can be used here as it is a street lit area. If Parish Councils were to purchase speed indicator signs for their Parish the average speed criteria would still need to be met. Permission from ECC must be obtained prior to a Parish Council putting up speed signs, even on private land. Residents can note vehicle details/times of individuals seen to be breaking the speed limit and pass onto the police. This item would be removed from the report to the next meeting.	Remove from report (GS)
	Junction of Eastcheap and Downhall Road – awaiting support from ECC Member prior to validation being raised. All requests submitted to the LHP by District/Parish Councils must have support from the ECC Member; the District/Parish Council to complete the form, then pass to the ECC Member for signature. ECC suggestions will also be sent to Parish/District Councillors so that communication is complete.	GS to send Cllr Gibbs a copy of the request for his support.
	Fountain Lane, Hockley - endorsement has not been received from Cllr Maddocks, the ECC Member for this area.	

Watery Lane/Hullbridge Road – endorsement ha not been received from the ECC Member. If the ECC Member has not given support to a scheme, the matter can be brought to the Panel to discuss and the Chairman of the LHP can endorse it.	Cllr Hudson to forward scheme request to GS.
Ashingdon Road, zebra crossing opposite Rochford Primary and Nursery School. Although the PV <sup>2</sup> survey showed a score just under the criteria needed for an upgrade to a signalised crossing, Cllr Johnson, the ECC Cabinet Member for Highways, had indicated that schemes very close to the criteria may be considered. There are a lot of junctions in this area and very busy traffic. Due to the bend in the road near the corner and the narrow pavement, it is often difficult to see pedestrians. The cost will be £80-90,000 to upgrade to a toucan or pelican crossing. (The crossing patrol person would be lost if the crossing were to be signalised.) A Road Safety Audit was suggested to seek further possible recommendations. Panel to consider.	
<ul> <li>Shoplands Road j/w Barling Road – Full culvert re-design to improve safety and drainage. Estimated cost of culvert redesign £124,000 (but up to £250,000 with related costs – e.g. land acquisition, consultations, surveys etc). A much cheaper option would be to mark out the junction with white lines or install a crash barrier to stop cars going into the ditch.</li> <li>If this is considered a safety issue a Member request form can be submitted (with County Councillor sign off) for a safety report to be undertaken. A site meeting to discuss options to be arranged with engineers/Cllr Steptoe/GS.</li> </ul>	GS to set up site meeting with Cllr Steptoe and EH engineer(copy to Cllr Seagers)

	Shoplands Road– Request for 3 VAS units at 3 different locations along Shoplands Road – To go into possible validation following Cllr Seagers' support. Road surface anti skid to be determined. Accident database will be used to look into historic issues at these locations.	
Walking	Hall Road, Rochford – there is no footway internally between the Parish and the District cemetery entrances. Discussion between Parish/District Councils to find a solution could be arranged. This would remain on the scheme list.	
Passenger Transport	<b>Rebels Lane, Barling Road, Great Wakering</b> – new bus shelter required as current one is in bad state of repair.	
Potential Schemes for Consideration of the Panel	Magnolia Road 20 mph limit – this is now completed.	GS to remove completed schemes from report for next meeting.
	Byway 39, Hawkwell (runs between Rectory Road and White Hart Lane). Complaints received that the road surface has already started to break up. It would be checked that this route had not been used as a diversion during the recent road closure.	GS
	<b>Lower Road j/w Watery Lane</b> – to change junction control to a mini – design £1,000 (item 11 of the report). GS to provide further information on Casualty reduction scheme £6,500 (item 32 of the report).	GS to provide further information to Cllr Hudson.
	Hullbridge Road, Hullbridge (Lubbards Farm).	GS to email Panel when information received on phase 2 of design works for drainage/ditch.

	Fountain Lane, Hockley – (item 21 of the report) GS to establish	GS
	the works to which this item relates.	
	Improvements to the Car park signs within the Rochford District	GS to establish when the signs will be installed.
	Ashingdon Road j/w Dalys Road, Rochford – casualty reduction scheme	GS to provide information to Cllr Cutmore
	Golden Cross Parade, Rochford	GS to discuss precise location with Cllr Cutmore.
	Ferry Road and Pooles Lane, Hullbridge – install a 20mph limit. CMA has been passed and the works will now be progressed.	
	<b>Fairglen Interchange – junction of A1245 and A127.</b> Install yellow box markings at the junction of A1245 (southbound) and A127. Currently in CMA process, Hoping for sign off within next few weeks leading to implementation ASAP.	
	<b>Rawreth Lane and Laburnum Way</b> - design study for highway and drainage improvements - £10,000. Information requested in time for budget discussions. Costings would be available at March meeting - Panel can then make a decision on priorities for 2016/17.	GS to advise on progress as a matter of urgency.
Rayleigh Modelling	The modelling was not complete. £6,000 from the LHP Revenue budget could be used to incorporate a further survey into the modelling. GS to email the amount remaining in the revenue budget to the Panel; the further survey could then be progressed. This would ensure that every possible option available had been explored.	

Any other business	<ul> <li>Parish Councils that wish to purchase and install brown tourist signs should follow the procedure that is set out on the ECC website. The remit of the LHP does extend to installation of tourist direction signs.</li> <li>The ECC maintenance policy gives clear criteria on how long it should take to repair street lighting faults that have been reported.</li> <li>GS to advise how the surrey bus shelters are labelled.</li> </ul>	GS to provide Cllr Steptoe with the relevant Highways practice note.
Date of next meeting	Thursday 17 March at 2 pm.	

The meeting started at 2 pm and ended at 3.55 pm.