

**ROCHFORD DISTRICT LOCAL HIGHWAYS PANEL
NOTES OF MEETING HELD 25 June 2015**

County Councillors: Cllrs T C Cutmore, M Hoy, M Maddocks and C G Seagers
District Councillors: Cllrs C I Black, K H Hudson, Mrs G A Lucas-Gill, B T Hazlewood and M J Steptoe

Visiting Councillors: Cllr R Howard, Deputy to the Cabinet Member for Highways and Transportation

Officers: S Scrutton (RDC Head of Planning & Transportation), S Church (Highways Liaison Manager), T Jowett (ECC LHP Team Leader), G Speller (ECC Highways Liaison Officer) and M Power (RDC Minutes)

Agenda Item	Key observations	Decision/Action
Election of Chairman and Deputy Chairman	Cllr C Seagers was elected as Chairman and Cllr K Hudson was elected as Deputy Chairman.	
Apologies for Absence	Cllr K Gibbs gave his apologies.	
Declarations of Interest	Cllr M Steptoe declared an interest by virtue of being a Member and Chairman of Barling Magna Parish Council.	
Notes of the meeting on 26 March 2015	The notes of the meeting of 26 March 2015 were agreed as a correct record, with the following amendment:- 'School Way' on page 7 should read 'School Sign', Hullbridge Road.	
Rochford LHP 2015-16 Budget Summary	It was recommended to the Panel that it should over-allocate schemes by 40% to allow for unforeseen circumstances or problems with particular schemes (although only a maximum of 100% of the budget would be delivered). This would help to ensure that all of the allocated funding would be spent on schemes in the District.	

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	<p>It was agreed that schemes recommended to the Cabinet Member by the Panel would be prioritised and that large schemes were preferable to small projects.</p> <p>Total allocation of £656,375 including Hullbridge Road and delivery of any outstanding 14/15 schemes. This gives an over allocation of 153% of the budget.</p>	
<p>Combined path and cycle way from Hullbridge to Rayleigh.</p>	<p>The scheme had been started, and then stopped prior to completion.</p> <p>ECCH advised that the decision to pull off site was due to unforeseen structural problems, discovery of broken drainage pipes and shallow street lighting cables. A pause was then taken to check up on the spend on the scheme so far. A review of the budget of £225,900 had been reached and had an over-overspend of £100. The Issue with the water course would mean that reinforcement is needed and the flood management team need to be involved. County Highways requested an additional budget of £36,000 to finish the job. The Panel was concerned that this would not be sufficient and asked ECC to provide a robust estimate of the funding needed to complete the scheme. A site visit was agreed immediately after the LHP meeting with Cllr Seagars, County Cllr Hoy and County Councillor Howard to review the works completed to date and highlight he panel's concerns including the surfacing of the strip adjacent to the carriageway.</p> <p>Aggreed that scheme completion is a matter of urgency and should be re-started ASAP once final costings are confirmed.</p>	

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	<p>Any problems should have been reported to the Panel via the Chairman as soon as the issues became apparent; a decision could have been made then to allocate additional funding to the scheme. The problem with the footpath slipping into the ditch should have been taken into account at the design stage. These issues of communication would be fed back to the team so that future schemes were not affected adversely in this way.</p> <p>Signs will be erected to advise that it is a combined cycle way/footpath way and appropriate markings will be made on the footpath.</p> <p>The Panel was mindful of the need to allocate funding by the end of June and voted that up to £100,000 be allocated to complete the scheme. (As the timescale is an issue, Ringway Jacobs may need to allocate additional resources to the design team.)</p>	<p>Up to a maximum of £100,000 allocated to complete the scheme. (TJ)</p>
	<p>The re-grading of the ditch and culvert at Laburnum Way was agreed at the last panel meeting and S Church would be meeting the design engineer. A site visit would take place.</p> <p>Hoy – set limit of spend on bus shelters per year £35,000 or 5 schemes per year.</p>	
<p>Priority schemes</p>	<p>The Panel identified its top four priority schemes, as follows:-</p> <ul style="list-style-type: none"> • Footway/cycle path Hullbridge. 	<p>Priorities set by the Panel agreed.</p>

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	<ul style="list-style-type: none"> • Fairglen Interchange – install yellow box road markings. (Cllr Black, as Ward Councillor, supported this. Cllr Bass had approved this - ideally, works would take place in August/September. • Culvert under Rawreth Lane/ Laburnum Way (gradient of the ditch is such that with certain levels of rainfall, water will flow the wrong way. The culvert should be dropped to accommodate the ditch -.the ditch is now completely clogged). The works have been agreed but not started because of this engineering issue. TJ suggested that there was potential difficulty in the logistics of the level of traffic management that would be necessary as it would require a night closure. The RDC engineer to meet with the ECC design engineer and then works would be programmed. RDC would re-grate the ditch. • Rayleigh Town Centre Modelling – funding allocated 2015/16 would be for modelling/design of the scheme; implementation would be in 2016/17. 	
<p>Potential Schemes for Consideration of the Panel</p> <p>Passenger Transport</p>	<p>The Panel was provided with updated information in respect of the Passenger Transport schemes.</p> <p>The following schemes were agreed for implementation:-</p> <ul style="list-style-type: none"> • Ashingdon Road – 1101515 The Victory – replace old metal shelter with new metal shelter (£7,000 allocated) 	<p>Passenger transport schemes agreed as detailed.</p>

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	<ul style="list-style-type: none"> • Holt Farm School – Bus stop ID 1101503 – raised kerbs to help w/c user access public transport. Bus stop ID 1101502 raising the footpath levels and installing raised kerbs to help w/c user access public transport. (£20,000 allocated) • Plumberow Avenue/Greensward Lane – Bus stop ID 1101805 new shelter outside care home. (£7,000 allocated) 	
Public Rights of Way	<p>(Cllr Seagers declared an interest in this item by virtue of being a Great Wakering Parish Councillor.)</p> <p>Footpath 29 – Great Wakering. There is no way to stop cars parking on the footpath. The area of the footpath needs to be defined. Cllr Howard advised that it was not legal for public funding to be used for works on a private road and that the cost should be borne by the residents. However, in this instance, the funding would be allocated on the basis of safety.</p>	£9,325 allocated for Footpath 29, Great Wakering (SC)
Traffic Management	<p>The following schemes were agreed:-</p> <ul style="list-style-type: none"> • Old London Road, Rawreth – to install pedestrian sign (£2,000 allocated) • Main Road j/w Mount Bovers Lane and Poplars Avenue – additional signage to aid vehicles to the activity centre (£3,500 allocated). • Rectory Road and Cornwall Gardens, Hawkwell – install staggered barriers at both ends of the footway (£6,000 	Traffic Management schemes agreed/refused as detailed.

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	<p>allocated)</p> <ul style="list-style-type: none"> • Pooles Lane, Hullbridge – repositioning of current signage to assist drivers and pedestrians using the caravan park and recreation ground. Cllr Hoy felt that lit signs were not necessary as this is a residential caravan site, not a holiday site; however, repositioning of the signs may be useful. More information was requested and a decision would be made when this had been provided - Cllr Seagers to liaise with Cllr Hoy. (£10,000 allocated – Chairman to make final decision.) • Briar Close junction with Hawkwell Park Drive – install new dropped kerbs with tactile paving along Briar Close junction with Hawkwell Park Drive • Gardeners Lane, Canewdon – installation of 2 pedestrian warning signs (£2,000 allocated). • Rochford Garden Way, Rochford – detailed design carried out to ascertain extent of works to replace grass verges with hard standing surface (£3,000 allocated). • Golden Cross Parade, Ashingdon Road – signage and lining (£5,000 allocated). • Shoplands Road j/w Barling Road, Rochford – Cllr Steptoe asked to be involved as the project progresses. 	<p>Cllr Seagers to liaise with Cllr Hoy</p>
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Walking.	<ul style="list-style-type: none"> • Barling Road, Barling – to investigate the installation of a footway along Barling Road. (£5,000 allocated) • Lower Road, Hullbridge – feasibility study to investigate the possibility of providing a footway to aid public access from the allotments to Wadham Park. Cllr Hoy to email GS with further information and photos to support the request that the footpath is extended the entire length of Lower Road. (£5,000 allocated.) • South Street, Rochford, west side from junction with Back Lane to no. 28 – provision of dropped kerbs at 7 locations along the footway (£15,000 allocated). 	<p>Walking schemes agreed as detailed.</p> <p>Cllr Hoy to provide GS with further information.</p>
	<p>It was agreed that all schemes must be supported by either District or County Members of the Panel before being added to the potential schemes list.</p>	
Potential Revenue	<p>Funding of £2,500 for ad hoc surveys confirmed. A number-count survey of traffic travelling to Rayleigh down Watery Lane as opposed to down Hambro Hill (the ECC preferred route) agreed. Three sets of counters across the road for one day.</p>	GS
Any other business	<p>Cllr Hazlewood reported that Item 26 Spa Road, Hockley, railings – a section of the railings is missing. This would be reported to the delivery team (as a maintenance item).</p> <p>Cllr Hoy advised that Hullbridge Parish Council had submitted a request via him for a new hardstanding for the bus stop on the west</p>	

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	<p>side of the Hullbridge Road at the Watery Lane junction. The request would be re-submitted and sent direct to the Passenger Transport team for assessment. A report would come back to the Panel.</p> <p>Meadow Road, Hullbridge – question as to whether responsibility of junction protection (Meadow Way with Spa Road) protection falls under SEPP or the LHP. Cllr Hoy to take photos to ECC ‘surgery’.</p> <p>Barling Road – village gateways. Cllr Steptoe advised that not all of the gates that were agreed have been installed – a site visit could be arranged. Road signs (including 30 mph) have been reported missing – this would be reported to Highways Maintenance by Parish Council.</p> <p>Ashingdon Road, Coachmans Court - in front of Coachman’s Court it is so overgrown with trees and bushes that it is impossible to see past. This is a safety issue and bushes and trees need to be cut back/removed. The Panel was asked to fund a safety assessment at this location. There is also a general maintenance issue here. LG sent information to Gregg.</p> <p>Highways Rangers – The Panel should have control of this funding - with ECC legal dept.</p> <p>Meadow Way. Residents won’t pay for a parking scheme.</p> <p>Oversized vehicles using Watery Lane. Scheme to provide prevent oversized lorries, which ignore the weight limit, using</p>	<p>Cllr Hoy / GS</p> <p>GS to chase information</p> <p>Black/Hoy</p> <p>GS to arrange safety check</p>
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	<p>Watery Lane. Recommend lorry route – look into request form from County Member.</p> <p>Additional work to steps from Rochford Station. £13,000 S106 funds are available to fund the Rochford steps link and to improve the bottom of the footway and entrance into the station. A further £10,000 was requested to complete the works – Cllr Lucas-Gill to provide a sketch of the required works to GS. This was agreed as the Panel’s priority no 4.</p>	
<p>Date of forthcoming meeting</p>	<p>Thursday 24 September 2015 at 2 pm</p>	

The meeting started at 2 pm and ended at 4.06 pm.