

## BRAINTREE LOCAL HIGHWAYS PANEL MINUTES – 26th June 2025 at 5.00pm

### Meeting held ‘In Person’

<b>Chairman:</b>	Councillor C Siddall (Chairman) (ECC)
<b>Panel Members:</b>	Councillor L Bowers-Flint (ECC) Councillor G Butland (ECC) Councillor R Playle (from 5.05pm) (ECC) Councillor P Schwier (ECC) Councillor P Thorogood (ECC)  Councillor J Ayten (BDC) Councillor K Bowers (BDC) Councillor G Spray (BDC) Councillor R van Dulken (BDC)  Councillor K McDonald (BALC)
<b>Officers:</b>	Jennifer Boxall - Highway Liaison Officer (EH). Dan Maclean – Highway Liaison Team Leader (EH) Esme McCambridge – Operations Strategy and Business Support Manager (BDC)
<b>Secretariat:</b>	Alison Webb – Governance and Members Officer (BDC)  (EH – Essex Highways) (ECC - Essex County Council) (BDC - Braintree District Council) (BALC - Braintree Association of Local Councils)

Item		Owner
1.	<b>Welcome:</b>  Councillor C Siddall, Chairman, welcomed all attendees to the meeting.	
2.	<b>Apologies for Absence, Declarations of Interest and Public Questions:</b>  <b>Apologies for Absence:</b>  Apologies for absence were received from Councillor K Barnes (BALC), Councillor J Coleman (BALC), Councillor T Cunningham (ECC) and Councillor D Louis (ECC).  An apology for absence was also received from Lisa Hinman, Area Manager (North Essex Parking Partnership).	

	<p><b>Declarations of Interest:</b></p> <p>There were no interests declared.</p> <p><b>Public Questions/Attendance:</b></p> <p>The meeting was not held in public, but Councillor Siddall, the Chairman, allowed Councillor T Edwards of Gosfield Parish Council and Mr D Price a resident of Cressing to attend the meeting to observe.</p> <p>There were no questions asked or statements made by members of the public.</p>	
3.	<p><b>Minutes:</b></p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 16th January 2025 were approved as a correct record and signed by the Chairman.</p>	
4.	<p><b>Matters Arising from the Minutes of the Meeting Held on 16th January 2025:</b></p> <p>Councillor Siddall (Chairman), Dan Maclean (Essex Highways) and Jennifer Boxall (Essex Highways) provided updates on matters which had been raised at the last meeting.</p> <p>Reference was made to four matters and the following updates were provided:-</p> <p><u>Minute 4 - Matters Arising from the Minutes of the meeting held on 29th August 2024</u></p> <p>LBRA162029 – ‘Quiet lane’, Water Lane, Shalford Estimated Cost:- £1,250</p> <p>It had been reported, that although this scheme had been completed, it was unlikely to allay the concerns of local residents about the use of the lane. The lane was a single track with a 60mph speed limit and it was used as a ‘rat run’ if there was traffic congestion elsewhere. Members of the Panel had agreed that a speed and volume survey should be carried out to ascertain whether the ‘Quiet lane’ status of Water Lane was relevant.</p> <p><u>Update:-</u> Dan Maclean, Essex Highways, reported that the speed and volume survey had not been carried out as currently the Highways Panel did not have a revenue budget to fund such a survey. Members of the Panel indicated that they hoped the</p>	

	<p>survey could be carried out as soon as possible in order to make progress on this matter.</p> <p><u>Minute 6 – Schemes Awaiting Funding</u></p> <p>LBRA202020 – Traffic management improvements, Braintree Road, Gosfield Estimated Cost:- Not applicable (in validation)</p> <p>It had been reported that this scheme had been approved by Essex County Council’s Cabinet Member for Highways, Infrastructure and Sustainable Transport in accordance with a Cabinet Member Action, subject to the results of the latest speed survey complying with the criteria for a reduced speed limit.</p> <p><u>Update:</u> - Jennifer Boxall, Essex Highways, reported that two speed surveys had been carried out both of which had showed compliance with existing speed limits. Therefore, it would not be possible to reduce the speed limit. Members of the Panel were advised that some drivers of vehicles overtook other vehicles along a particular stretch of the road and it was possible that signs could be erected to warn drivers of the danger of doing so.</p> <p><u>Minute 2 - Public Questions and Minute 6 – Schemes Awaiting Funding</u></p> <p>LBRA242020 – Traffic calming measures, Bulford Mill Lane, Cressing Estimated Cost:- Not applicable (status assessed as ‘red’)</p> <p>It had been reported that this scheme had been categorised as ‘red’ as it did not meet Essex Highways’ criteria. However, it had been agreed that the scheme should remain on the schedule of ‘Schemes Awaiting Funding’ to enable further investigation to be undertaken.</p> <p><u>Update:</u> - Councillor Siddall, Chairman, reported that he had discussed this matter with Essex County Council’s Cabinet Member for Highways, Infrastructure and Sustainable Transport and Essex Highways’ Officers, but it had not been possible to identify a solution other than to close one end of the road to prevent traffic from passing through. However, this would necessitate vehicular access being maintained on the Cressing side of the lane, including access by HGVs. This solution would require the provision of a turning circle to enable vehicles to manoeuvre and to return by the same access. It was reported that such a project would be outside the scope of the Highways Panel and that Essex Highways did not own land in the area that could be used as a turning circle. It was possible that a local landowner might be able to assist and, if so, they should contact</p>	
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	<p>Essex Highways. Councillor P Thorogood, the elected Member for Braintree Eastern Division of Essex County Council agreed to speak to local residents about this possibility.</p> <p><u>Minute 7 – Any Other Business (Greenway North Essex Cycle Path)</u></p> <p><u>Update:</u> - Councillor Siddall, Chairman, reported that funding of £50,000 had been granted by 'Active Essex' for this project. It was anticipated that this funding could be utilised for the length of cycle path running between Coggeshall and Earls Colne and, in particular, the section between Earls Colne airfield and Marks Hall Estate.</p> <p>Dan Maclean and Jennifer Boxall, Essex Highways, reported that steps had been taken to implement all other action points referred to in the Minutes of 16th January 2025.</p>	
5.	<p><b>Funded Schemes 2024/25:</b></p> <p>Consideration was given to a report on the Panel's Funded Schemes for 2024/25, which had been recommended for approval. The report provided an update on the current position of all schemes in the 2024/25 programme of work.</p> <p>Members of the Panel were advised that the Braintree Local Highways Panel's schemes which had been approved for funding for the year 2024/25 had a total value of £176,738.</p> <p>Members of the Panel were reminded that a Chairmen's Panel comprising Essex County Council's Cabinet Member for Highways, Infrastructure and Sustainable Transport and the Chairmen of each Local Highways Panel across the County had been established to consider larger scale and more expensive highway schemes and to determine if these should be funded. Details of the schemes within the Braintree District which had been approved by the Chairmen's Panel were set out in the report. These schemes had a total value of £91,000.</p> <p>It was noted that some schemes recommended by the Panel and by the Chairmen's Panel had not been completed and it was proposed that these schemes should be carried over to the next financial year in their entirety and given priority for completion.</p> <p><b>DECISION:</b> That the report on the Panel's Funded Schemes and the Chairs' Panel Funded Schemes for 2024/25 be noted.</p>	

<p><b>6.</b></p>	<p><b>Schemes Awaiting Funding:</b></p> <p>Consideration was given to a ‘Schemes Awaiting Funding’ report, which included information about proposed schemes submitted for funding.</p> <p>It was reported that following a County wide review of the Local Highways Panel process, there had been a change to the way in which Braintree Local Highways Panel’s capital budget was allocated. It was reported that the ‘Chairmen’s Panel’ comprising Essex County Council’s Cabinet Member for Highways, Infrastructure and Sustainable Transport and the Chairmen of each Local Highways Panel across the County, which had been established to determine if larger scale and more expensive highway schemes should be funded, would no longer meet and that instead the schemes would form part of each individual Highways Panel’s list of Schemes Awaiting Funding.</p> <p>Members of the Panel were requested to recommend schemes for inclusion in a two year rolling programme of works for which total funding of £611,400 had been allocated.</p> <p>To assist with this process, the Panel’s ‘Schemes Awaiting Funding List’ had been divided into two reports. The first report ‘2A - Priority Schemes List’ set out details of schemes for which a design had been completed and were ready for immediate implementation. The second report ‘2B - Schemes Awaiting Funding List’ set out details of all other schemes which were currently awaiting funding. As part of the review, new scheme requests would no longer be validated and consequently report 2B only contained schemes which had undergone prior validation. Members of the Panel were asked to give priority funding to the schemes listed in report 2A with any remaining funds being allocated to schemes identified in report 2B.</p> <p>It was reported that once decisions had been made a comprehensive programme would be drawn up outlining delivery timelines for each scheme. The programme would be presented to the next meeting of the Highways Panel.</p> <p>The estimated cost of the schemes set out in report 2A was £806,800 and the estimated cost of those set out in report 2B was £382,200.</p> <p>When considering scheme LBRA163006 – (Walking) Footway, Boars Tye Road, Silver End, Estimated Cost:- Not applicable (status assessed as ‘red’) Members of the Panel noted that this scheme was on hold pending the completion of a new housing development on adjacent land and confirmation as to whether</p>	
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	<p>the provision of the footway would be funded by the developer. It was agreed that this scheme should be kept under review. Jennifer Boxall, Essex Highways, to keep this scheme under review.</p> <p><b>DECISION:</b></p> <p>(1) That it be recommended that the following schemes on the 'Priority Schemes List', be approved:-</p> <p>LBRA232090 – 'Pedestrian' signage, Kings Lane/Back Lane/Rectory Lane, Stisted Estimated Cost:- £8,200</p> <p>LBRA242011 – 'Road liable to flooding' signage, Lower Stoke Road, Ashen Estimated Cost:- £8,200</p> <p>LBRA232087 – 'Ford' signage, Nounsley Road, Hatfield Peverel Estimated Cost:- £8,200</p> <p>LBRA202009 – 20mph speed limit, Windermere Drive, Great Notley Estimated Cost:- £11,800</p> <p>LBRA193004 – Dropped kerbs, East Street, Coggeshall Estimated Cost:- £15,500</p> <p>LBRA193005 – Zebra crossing, Rickstones Road, Witham Estimated Cost:- £147,400</p> <p>LBRA212027 – Traffic management improvements, Stoneham Street, Coggeshall Estimated Cost:- £16,900</p> <p>(2) That it be recommended that the following schemes on the 'Priority Schemes List', are not approved:-</p> <p>LBRA193007 – Upgrade of existing zebra crossing to a signalised crossing, Bridge Street, Halstead Estimated Cost:- £276,300</p> <p>LBRA152140 – Pedestrian crossing upgrade, Hatfield Road, Witham Estimated Cost:- £276,300</p> <p>LBRA232084 – Braintree District Council funded signage improvement scheme.</p>	<p>J Boxall (HLO)</p>
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	<p>Estimated Cost:- £21,100 (It was acknowledged that this scheme was outside the scope of Braintree Local Highways Panel, but it was agreed that the work which had been done to date should be handed over to the appropriate channels with a view to action being taken).</p> <p>LBRA225004 – Bus stop improvements, Braintree Road, Witham Estimated Cost:- £16,900</p> <p>(3) That it be recommended that the following schemes, the status of which has been assessed as ‘green’ as they meet Essex Highways’ criteria, be approved:-</p> <p><u>Traffic Management</u></p> <p>LBRA212019 – Zebra Crossing, The Street, Gosfield Estimated Cost:- £16,000 (Note: Location incorrectly described as Halstead in report)</p> <p>LBRA232083 – Quiet lane, Old Road, Surrex, Coggeshall Estimated Cost:- £10,100</p> <p>LBRA233004 – Relocation of ‘children crossing’ signage, The Street, Bulmer Estimated Cost:- £14,500</p> <p>LBRA232089 – Signage review, Hulls Mill Lane, Great Maplestead Estimated Cost:- £16,500</p> <p>LBRA242009 – Parking restriction review, Manor Street, Braintree Estimated Cost:- £6,400</p> <p>LBRA192057 – Traffic calming measures, Beridge Road/Chapel Hill, Halstead Estimated Cost:- £10,900</p> <p>LBRA242024 – ‘Horse rider’ signage, various roads, Sible Hedingham Estimated Cost:- £14,500</p> <p>LBRA242029 – ‘Weight limit and narrow road’ signage, Sparks Lane, Ridgewell Estimated Cost:- £12,000</p>	
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	<p>LBRA242031 – Traffic calming measures (provision of ‘keep clear’ markings on carriageway), Wildflower Meadow j/w London Road, Black Notley Estimated Cost:- £4,500</p> <p>LBRA193006 – Crossing improvements, Coggeshall Road, Railway Street and Courtauld Road, Braintree Estimated Cost:- £61,000</p>	
(4)	<p>That it be recommended that the following schemes, the status of which has been assessed as ‘green’ as they meet Essex Highways’ criteria, are not approved:-</p> <p><u>Traffic Management</u></p> <p>LBRA222038 – Feasibility study for contraflow route and signage for cyclists, Guithavon Street, Witham Estimated Cost:- £12,000</p> <p>LBRA222047 – Feasibility study for HGV routes, various locations, Witham Estimated Cost:- £29,900</p>	
(5)	<p>That it be recommended that the following schemes, the status of which has been assessed as ‘green’ as they meet Essex Highways’ criteria, are removed from the list of potential schemes:-</p> <p><u>Traffic Management</u></p> <p>LBRA192047 – Passing places, Fairstead Road, Fairstead Estimated Cost:- £167,500</p> <p>LBRA162064 – Introduction of 20mph speed limit, Francis Way j/w Broadway, Silver End Estimated Cost:- £6,400</p>	
(6)	<p>That it be recommended that the following schemes, the status of which has been assessed as ‘red’ as they do not meet Essex Highways’ criteria, remain on the list of potential schemes:-</p> <p><u>Traffic Management</u></p> <p>LBRA212038 – Traffic calming measures (provision of a VAS sign), London Road, Feering Estimated Cost:- Not applicable</p>	



	<p>LBRA242027 – Traffic calming, The Green, Ulting Road, Hatfield Peverel Estimated Cost:- Not applicable</p> <p>LBRA243002 – ‘Zebra crossing’ warning signage, The Street j/w Maldon Road, Hatfield Peverel Estimated Cost:- Not applicable</p> <p>(7) That it be recommended that the following schemes, the status of which has been assessed as ‘red’ as they do not meet Essex Highways’ criteria, are removed from the list of potential schemes:-</p> <p><u>Walking</u></p> <p>LBRA163006 – Footway, Boars Tye Road, Silver End Estimated Cost:- Not applicable</p> <p><u>Traffic Management</u></p> <p>LBRA202020 – Traffic management improvements, Braintree Road, Gosfield Estimated Cost:- Not applicable</p> <p>LBRA222037 – Extension of 30mph zone, Lamarsh Hill Bures Hamlet Estimated Cost:- Not applicable</p> <p>LBRA222074 – Traffic calming/signage, Witham Road/ The Street, Black Notley Estimated Cost:- Not applicable</p> <p>LBRA232081 – Speed reduction measures, Flora Road, Witham Estimated Cost:- Not applicable</p> <p>LBRA242021 – Traffic calming, 12 Church Street, Sible Hedingham Estimated Cost:- Not applicable</p> <p>LBRA222082 – Traffic calming, The Street, Cressing Estimated Cost:- Not applicable</p> <p>LBRA232091 – Signage, Back Lane, Stisted Estimated Cost:- Not applicable</p> <p>LBRA242026 – Speed reduction, Braintree Road, Sible Hedingham Estimated Cost:- Not applicable</p>	
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<b>7.</b>	<p><b>Any Other Business:</b></p> <p>There was no other business.</p>	
<b>8.</b>	<p><b>Date of Next Meeting:</b></p> <p>The next meeting of Braintree Local Highways Panel is scheduled to take place ‘in person’ on Thursday, 25th September 2025 at Causeway House, Bocking End, Braintree starting at 5.00pm.</p> <p>Future meetings of the Panel are scheduled for Thursday, 29th January 2026, Thursday, 19th March 2026, Thursday, 25th June 2026 and Thursday, 1st October 2026. Each meeting will be held ‘in person’ at Causeway House starting at 5.00pm.</p> <p>The meeting commenced at 5.00pm and closed at 6.15pm.</p>	

	<p>Councillor C Siddall (Chairman)</p> <p>(During the course of this meeting there were two electricity power cuts which interrupted the proceedings temporarily).</p>	
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