

## BRAINTREE LOCAL HIGHWAYS PANEL MEETING AGENDA

<b>Date:</b>	Thursday 29 <sup>th</sup> January 2026 - <b>Cancelled</b>
<b>Time:</b>	17:00
<b>Venue:</b>	Braintree District Council, Causeway House, Bocking End, Braintree, CM7 9HB
<b>Chairman:</b>	Cllr. Chris Siddall (ECC)
<b>Panel Members:</b>	Cllr. Lynette Bowers-Flint (ECC), Cllr. Graham Butland (ECC), Cllr. Tom Cunningham (ECC), Cllr. Derrick Louis (ECC), Cllr. Ross Playle (ECC), Cllr. Peter Schwier (ECC), Cllr. Paul Thorogood (ECC), Cllr Mary Cunningham (BDC), Cllr Richard Van Dulken (BDC), Cllr J Ayten (BDC), Cllr G Spray (BDC), Cllr K Barnes (BALC), Cllr P Rawlinson (BALC), Cllr G Warren (BALC).
<b>Officers:</b>	Dan Maclean – Highway Liaison Officer Team Leader (EH) Jennifer Boxall – Highway Liaison Officer (EH) Esme McCambridge – Operations Strategy and Business Support Manager (BDC) Lisa Hinman – Area Manager (NEPP)
<b>Secretariat:</b>	Alison Webb – Governance and Members Officer (BDC)

Page	Item	Subject	Lead	Paper
	1	Welcome & Introductions	Chairman	Verbal
	2	Apologies for Absence	Chairman	Verbal
2-8	3	Minutes of meeting held on 25 <sup>th</sup> September 2025 to be agreed as a correct record	Chairman	Verbal
	4	Matters arising from minutes of previous meeting	Chairman	Verbal
9-12	6	Report on Funded Schemes	Dan Maclean	Report 1
	7	Report on Schemes Awaiting Funding	Dan Maclean	Report 2
	9	Any other business	All	Verbal
	10	Date of next meeting: TBC	Chairman	Verbal

## BRAINTREE LOCAL HIGHWAYS PANEL MINUTES – 25th September 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 (ECC) Councillor P Schwier (ECC) Councillor P Thorogood (ECC)  Councillor K Bowers (BDC) Councillor R van Dulken (BDC)  Councillor K Barnes (BALC) Councillor T Edwards (BALC) Councillor K McDonald (BALC) Councillor J Robertson (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)  Also in Attendance: - Lisa Hinman – Area Manager (North Essex Parking Partnership) Neil Jones – Lead Principal Planner (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 and he invited everyone to introduce themselves.  Councillor Siddall was pleased to welcome Councillor T Edwards and Councillor J Robertson, who had been appointed to the Panel as representatives of BALC.	

2.	<p><b>Apologies for Absence, Declarations of Interest and Public Questions:</b></p> <p><b>Apologies for Absence:</b></p> <p>Apologies for absence were received from Councillor J Ayten (BDC), Councillor T Cunningham (ECC), Councillor D Louis (ECC) and Councillor G Spray (BDC).</p> <p><b>Declarations of Interest:</b></p> <p>There were no interests declared.</p> <p><b>Public Questions:</b></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 26th June 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 26th June 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 two matters, and the following updates were provided: -</p> <p><u>Minute 4 - Matters Arising from the Minutes of the Meeting held on 16th January 2025</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 use of the lane.</p> <p>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. However, the survey had not been carried out as the Panel did not have a revenue budget to fund it.</p>	

	<p><u>Update:</u> - It was agreed that Councillor G Butland, the elected Member for Three Fields and Great Notley Division of Essex County Council, should be informed about the current status of this scheme.</p> <p><b>Action By: J Boxall, Essex Highways to inform Councillor G Butland about the status of this scheme.</b></p> <p>LBRA242020 – Traffic calming measures, Bulford Mill Lane, Cressing</p> <p>Estimated Cost: - Not applicable (status assessed as ‘red’)</p> <p>This scheme had been categorised as ‘red’ as it did not meet Essex Highways’ criteria. However, it had been agreed that it should remain on the schedule of ‘Schemes Awaiting Funding’ to enable further investigation to be undertaken.</p> <p>The scheme had subsequently been discussed 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.</p> <p>This solution would require the provision of a turning circle to enable vehicles to manoeuvre and to return via the access. It had been reported that such a project would be outside the scope of the Panel and that Essex Highways did not own land in the area that could be utilised. However, it was possible that a local landowner might be able to assist.</p> <p><u>Update:</u> - It was reported that some local landowners had offered the land required to provide a turning circle. This had gained the support of The Rt. Hon. P Patel, the local Member of Parliament. It was noted that the scheme remained outside the scope of the Panel.</p> <p>Dan Maclean and Jennifer Boxall, Essex Highways, reported that steps had been taken to implement all action points referred to in the Minutes of 26th June 2025.</p>	J Boxall (HLO)
5.	<p><b>Funded Schemes 2025/26:</b></p> <p>Consideration was given to a report on Braintree Local Highways Panel’s Funded Schemes for 2025/26, which had been recommended for approval. The report provided an update on the current position of all schemes in the 2025/26 programme of work. It was reported, that following publication of the agenda a further update on these schemes had been obtained and it was agreed that this should be circulated to Members of the Panel by E-Mail.</p>	

	<p>Members of the Panel were reminded that at their last meeting they had been requested to prioritise schemes for inclusion in a two-year rolling programme of work covering the financial years 2025/26 and 2026/27. It was noted that the Panel's budget for the two-year programme amounted to £611,400, that schemes having a total value of £398,300 had been approved and that a sum of £213,100 remained to be allocated.</p> <p>However, in an amendment to the report it was noted that scheme LBRA193005 – Zebra crossing, Rickstones Road, Witham, Allocated Budget: - £147,400 had been cancelled and withdrawn from the Panel's schedule of Funded Schemes as it was to be funded as part of a new housing development. The budget apportioned to this scheme would be available for re-allocation.</p> <p><b>DECISION:</b> That the report on the Panel's Funded Schemes for 2025/26 be noted.</p> <p><b>Action By: J Boxall, Essex Highways to circulate the most recent update on Braintree Local Highways Panel's Funded Schemes for 2025/26 to Members of the Panel by E-Mail.</b></p>	<p>J Boxall (HLO)</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>Members of the Panel were requested to recommend schemes for inclusion in a two-year rolling programme of work covering the financial years 2025/26 and 2026/27. It was noted that the Panel's budget for the two-year programme amounted to £611,400, that schemes having a total value of £398,300 had already been approved for inclusion in the programme, and that a sum of £213,100 remained to be allocated.</p> <p>As referred to in Minute 5 'Funded Schemes 2025/26' above, it was noted that scheme LBRA193005 – Zebra crossing, Rickstones Road, Witham, Allocated Budget £147,400 had been cancelled and withdrawn from the Panel's schedule of Funded Schemes. The budget apportioned to this scheme would be available for re-allocation.</p> <p>It was reported, that due to associated abortive costs it would not be possible to include schemes within the programme which required a 'design only' or a 'feasibility study. Only those schemes which could be delivered by the end of the financial year could be recommended for inclusion.</p>	

	<p>The scheme awaiting funding referred to in the report had an estimated cost of £250,100.</p> <p><b>DECISION:</b></p> <p>(1) That it be recommended that the following scheme be approved: -</p> <p><u>Walking</u></p> <p>LBRA152140 – Upgrade of existing pedestrian refuge to a signalised crossing, Hatfield Road, Witham Estimated Cost: - £250,100</p> <p>(2) That it be recommended that the following schemes, the RAG status of which has been assessed as ‘red’ as they do not meet Essex Highways’ criteria, remain on the list of potential schemes and that their status is amended too ‘amber’:-</p> <p><u>Traffic Management</u></p> <p>LBRA222038 – Contra flow route and signage for cyclists, Guithavon Street, Witham Estimated Cost: - Not applicable</p> <p>LBRA222047 – HGV routes, various locations, Witham Estimated Cost: - Not applicable</p> <p><b>Action By: J Boxall, Essex Highways, as indicated.</b></p>	J Boxall (HLO)
7.	<p><b>Any Other Business:</b></p> <p><u>B1018, Cressing – Speeding Traffic and Footpath to Galleys Corner</u></p> <p>Speeding Traffic - Councillor P Thorogood, the elected Member for Braintree Eastern Division of Essex County Council, reported that residents had contacted him about the speed of traffic along the B1018 at Cressing. Councillor Thorogood asked if the Highways Panel could fund a speed survey and, if speeding was confirmed, whether the Panel could implement measures to reduce it.</p> <p>The Chairman stated that Cressing Parish Council could fund a survey if it wished, but that the Panel would not be able to do so or fund any mitigation required.</p>	

	<p>Footpath to Galleys Corner - Councillor Thorogood stated also that concerns had been raised about there no longer being a connecting footpath between Cressing and Galleys Corner following new residential development. This was a key route for local people, particularly children attending Alec Hunter Academy, Braintree.</p> <p>It was noted that the Highways Panel could not assist with this matter, and it was suggested that Councillor Thorogood should raise it with Councillor T Cunningham, Essex County Council's Cabinet Member for Highways, Infrastructure and Sustainable Transport.</p>	
8.	<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, 29th January 2026 at Causeway House, Bocking End, Braintree starting at 5.00pm.</p> <p>Future meetings of the Panel are scheduled for 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 5.45pm.</p> <p style="text-align: center;">Councillor C Siddall (Chairman)</p>	

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## BRAINTREE DISTRICT HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

At the June/September 2025 Panel meeting Members were asked to recommend funding towards schemes they wished to see included in a two-year Rolling Programme of Works, covering 2025/26 and 2026/27. The panel prioritised those schemes they wished to see included within the works programme.

This report provides an update on current position of all the schemes the Panel has recommended for inclusion in their two-year Rolling Programme of Works.

2025/26 and 2026/27 Budget Summary		
LHP Funding		
1	LHP Budget	£611,400
2	LHP Scheme Funding Recommendations following June 2025 Panel	£518,900
3	- A106 Scheme Contribution - BTE/1071/12- Maltings Lane, Witham – Bus improvements	£12,000
Remaining budget to allocate		£80,500

Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows –

- Q1 - Quarter 1 – April to June
- Q2 - Quarter 2 – July to September
- Q3 - Quarter 3 – October to December
- Q4 - Quarter 4 – January to March

The schemes shown as Next Financial Year will be delivered in 2026/27.

Due to the associated abortive costs, only schemes that can be delivered by the end of the 2026/27 financial year can be commissioned. As such the Panel are asked not to recommend funding towards Design Only Schemes or Feasibility Studies.

Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The Panel will be informed of any budget adjustments required

## Funded Schemes 2025-26

Total Value of Schemes	<b>£518,900</b>	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	The Street, Halstead - Zebra Crossing	Request received for a Zebra Crossing	Halstead	Gosfield CP	Traffic Management	Total Scheme	LBRA212019	£16,000	Total scheme for new sign sub-plate, lining refresh along Hall Road and removal of tactile paving and footway reinstatement Delivery Q4	Q4
2	Old Road, Surrex, Coggeshall - Quiet Lane	Quiet Lane be implemented so that residents feel safer when walking/cycling//riding horses and that people are aware that this is a quiet lane and to be respectful when entering.	Braintree Eastern	Coggeshall CP	Traffic Management	Total Scheme	LBRA232083	£10,100	Implementation of Quiet Lane. Parish contacted for location to hold in person consultation. Parish confirmed. Waiting on feedback from TRO team re advertising in newspaper	Next FY
3	The Street, Bulmer	Request for relocation of children crossing signage to make them more visible to children crossing the road	Hedingham	Bulmer CP	Traffic Management	Total Scheme	LBRA233004	£14,500	Completed	Completed
4	Hulls Mill Lane - Signage Review	Existing signage is conflicting and unclear - needs a cohesive set of signage to deter HGV's long and wide vehicles from using it	Hedingham	Great Maplestead CP	Traffic Management	Total Scheme	LBRA232089	£16,500	Signage review of the whole length of Hulls Mill Lane. Formal TRO review for any existing legal orders in place – with potential revocation of any deemed obsolete/unnecessary etc Potential new TRO for length restriction along Hulls Mill Lane. TRO drafting completed but awaiting RSA response.	Q4
5	Manor Street, Braintree - Parking Restriction Review	Since the restrictions have been in place, it has had a negative impact on the businesses along the parade. It is suggested that by allowing a brief window to drop off/pick up, this will not impact the bus movements due to the time of day that these businesses operate.	Braintree Town	Braintree	Traffic Management	Total Scheme	LBRA242009	£6,400	Amendment to parking restriction times, subject to Network Assurance approval beforehand and guidance to the parking times that would be acceptable.	Next FY

## Funded Schemes 2025-26

Total Value of Schemes	£518,900	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
6	Various Roads, Sible Hedingham - Horse Rider Signage	Investigation into horse rider aware signage in several locations in the Parish of Sible Hedingham (Prayers Hill, Brick Hill)	Hedingham	Sible Hedingham CP	Traffic Management	Total Scheme	LBRA242024	£14,500	Implementation of Horse Warning signage at various locations. Construction to start 30/01/2026.	Q4
7	Sparks Lane, Ridgewell - Signage	Investigation into weight limit and narrow road signage	Hedingham	Ridgewell CP	Traffic Management	Total Scheme	LBRA242029	£12,000	It wouldn't be supported to reduce the speed limit along the Lane, however, initial discussions with Network Assurance indicate a new 7.5t environmental weight restriction with exemption for access to properties along the lane would be supported. TRO drafting completed but awaiting RSA response.	Next FY
8	Wildflower Meadows, London Road - Traffic Calming	Councillor Playle would like an investigation into the possibility of having "Keep Clear" markings installed on the carriageway outside Wildflower Meadow to stop vehicles blocking the entrance to the estate.	Witham Northern	Black Notley CP	Traffic Management	Total Scheme	LBRA242031	£4,500	Completed	Completed
9	Windermere Drive, Great Notley - 20mph Speed Limit	Request for a 20mph zone/limit	Three Fields with Great Notley	Great Notley CP	Traffic Management	Total Scheme	LBRA202009	£11,800	Delivery of 20mph speed limit scheme as outlined in the completed design.	Next FY
10	Stoneham Street, Coggeshall - Traffic Management Improvements	Adjustment to parking lay out to improve traffic management	Braintree Eastern	Coggeshall CP	Traffic Management	Total Scheme	LBRA212027	£16,900	Adjustment to parking lay out to improve traffic management. TRO consultation taken place and objections received. CMA report to be drafted	Next FY
11	Coggeshall Road, Railway Street and Courtauld Road Crossing Improvements	Implementation of previously designed crossing improvement scheme	Bocking	Braintree	Traffic Management	Implementation	LBRA193006	£75,600	Implementation of previously designed scheme of crossing improvements	Next FY

## Funded Schemes 2025-26

Total Value of Schemes	£518,900	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
12	Kings Lane/Back Lane/Rector Lane - Signage	Investigation into possible 'Pedestrians in Road' signage	Braintree Eastern	Stisted CP	Traffic Management	Implementation	LBRA232090	£8,200	Completed	Completed
13	Nounsey Road - Ford Signage	Investigation into possibility of updated ford signage	Witham Southern	Hatfield Peverel CP	Traffic Management	Implementation	LBRA232087	£8,200	Completed	Completed
14	Lower Stoke Road, Ashen - Signage	Investigation into the possibility of having "Road Liable to Flooding" signage at both ends of Lower Stoke Road.	Hedingham	Ashen CP	Traffic Management	Implementation	LBRA242011	£8,200	Completed	Completed
15	East Street, Coggeshall - Dropped Kerbs	Design for dropped kerbs at all feasible locations.	Braintree Eastern	Coggeshall CP	Walking	Implementation	LBRA193004	£15,500	Total scheme for the Installation of dropped kerb crossing and facilitating waiting restrictions.. TRO has been advertised but objections received. CMA report to be drafted.	Next FY
16	Hatfield Road, Witham - Pedestrian Upgrade	Design for the upgrade of the existing pedestrian refuge to a signalised crossing	Witham Southern	Witham CP	Walking	Implementation	LBRA152140	£280,000	Complete design that was put on hold in 2024 and implement crossing. Email to chair to request funding following the cancellation of the Rickstones ped crossing scheme. Funded by Panel 26/09/2025	Next FY