

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

19 JUNE 2024, AT 11:00

COMMITTEE ROOM 1

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	<p>ECC Members Cllrs Blackwell, Reeves, May, and Egan (Vice Chairman)</p> <p>CPBC Members Jones, Dixon, Knott and Harvey</p> <p>CITC Members Cllr Anderson</p>
Officers:	<p>ECC: Daniel Maclean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer</p> <p>CPBC: Stuart Jarvis, Assistant Director - Environment</p>
Secretariat:	

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all present and opened the meeting.	Chairman
2.	Apologies for Absence & Declarations of interest: Apologies for absence were received from Stuart Jarvis, Cllr N Harvey, Dan Maclean – Highways Liaison Team Leader. There were no declarations of interest.	Chairman
3.	Minutes of meeting held on 17 April 2024 to be agreed as correct record: The minutes of the last meeting held on, 17 April 2024, were agreed as a correct record.	Chairman
4.	Matters Arising from Minutes of the previous meeting: No Secretariate Support Supplied Councillor Sheldon explained that due to lack of resources there was no secretariate available to take minutes for the meeting. HLO to make notes and compile some minutes. Councillor Sheldon apologised and said he would look into the matter and would look to have secretariate support at future LHP meetings	Chairman HLO

	<p>Decision on Budget Amount Cllr Knott requested information on the process of how the budget is decided for Castle Point. HLO to source the information and go back to the Member.</p> <p>Breakdown of Costs Allocated to Schemes Councillor Jones made another request to have a breakdown of the cost of schemes and how they are attributed to the scheme. HLO explained that every scheme is different and that every scheme is looked at and costed on individual merit. HLO to find evidence and report back to Member.</p> <p>LEPP232001 Sandringham Court & LEPP232003 Councillor Reeves requested an update on when the two schemes would be ready for installation. HLO to speak to design for an update and report back to Member.</p> <p>LEPP222028 Clifton Avenue, South Benfleet The Clifton Avenue scheme is awaiting funding but with limited budget cannot be funded through the LHP. Councillor Sheldon will look to fund the scheme through another source which may need to take some from the remaining LHP budget to top up the amount Cllr Sheldon can allocate.</p> <p>Chairs Schemes Awaiting Funding The members agreed to list the four schemes in order of priority for funding at the next Chairs Panel meeting.</p> <ol style="list-style-type: none"> 1. LEPP212003 – Greenacres, Hadleigh – Implementation - £39,000 2. LEPP202014 – Long Road j/w Thorney Bay Road, Canvey Island – Implementation - £98,000 3. LEPP222020 – Furtherwick Road j/w Foksville – Total Scheme - £148,500 4. LEPP212004 – St Michaels Road j/w Bramble Road – Implementation - £47,500. <p>Cllr Knott commented that he did not think the St Michaels Road scheme was still necessary and that there is the possibility it could be removed from the list. HLO will find the information from how the scheme originated and send to members to discuss as to whether the scheme needs to progress or be removed.</p> <p>LEPP222004 Thorney Bay Road, Canvey Island After much discussion the members agreed that the scheme could be removed from the report as the evidence did not suggest there was a speeding issue at the site. HLO to remove from the report.</p> <p>Site Visit Councillor Sheldon requested a site visit to St Marys Road in South Benfleet and the visit to include, Cllr Lillis, Cllr Knott, Cllr Dixon, Cllr Edwards and the HLO. HLO to arrange time and date for the site meeting.</p>	<p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO</p>

5. Report on Funded Schemes – Report 1:

This report provided an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2024/25 programme.

2024/25 Budget Summary		
LHP Funding		
1	LHP Budget 2024/25	£114,400
2	LHP Scheme Funding Recommendations at April 2024 Panel	£107,000
Remaining Budget to Allocate		£7,400
3	Chairmans Panel Funded Schemes	£91,000
Total		£91,000

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

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.

No further schemes were funded at the meeting.

6. Report on Schemes Awaiting Funding – Report 2:

The Schemes Awaiting Funding List identifies those scheme requests, which have been received for the consideration of the Castle Point Local Highways Panel (LHP).

The agreed Castle Point LHP Capital Budget for 2024/25 was £114,400. At the April 2024 Panel meeting Members made scheme funding recommendations to a value of £107,000. There remains £7,400 of the 2024/25 LHP Capital Budget which the panel can now use to make further scheme funding recommendations.

There are currently Schemes Awaiting Funding with an estimated cost of £453,500 as shown in the summary below.

Schemes Awaiting Funding List				
Ref	Scheme Type	Scheme Costs		
		Chairman's Panel Schemes	LHP Schemes	Total Value of Schemes
1	Traffic Management	£235,000	£104,000	£339,000
2	Walking	£0	£16,500	£16,500
3	Cycling	£0	£0	£0
4	Passenger Transport	£98,000	£0	£98,000
5	Public Rights of Way	£0	£0	£0
6	Total	£333,000	£120,500	£453,500

Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel.

The Schemes Awaiting Funding which would need to be transferred to the Chairmans Panel have an estimated cost of £333,000. There will then be Schemes Awaiting Funding with an estimated cost of £120,500 for the consideration of the panel.

Ref 1: LCAS202014 - Long Road jw Thorney Bay Road, Canvey Island – Traffic Management Improvements, £98,000

Recommended junction improvements as per design recommendation. This was proposed by the Chairman and seconded by Cllr May.

Ref 2: LCAS212003 – Greenacres, Hadleigh – Traffic Management - £39,000

Recommendation of Kerb and carriageway improvements as per design recommendations. As previously discussed, (above). Proposed by the Chairman and seconded by Cllr Reeves

Ref 3: LCAS212004 – St Michael's Road, Bramble Road, Hadleigh – Traffic Management Improvement - £47, 500

Recommendation to replace the existing benet junction with a T junction as per design Recommendation. Proposed by the Chairman seconded by Cllr Reeves

Ref 10: LCAS222020 – Furtherwick Road jw Folksville Road, Canvey Island – Zebra crossing (Phase 2) - £148,000

Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. This was proposed by the Chairman and seconded by Cllr Blackwell.

7.	<p>Any Other Business</p> <p>The HLO asked that the new members familiarise themselves with the Essex County Council website for information on the Local Highway Panel.</p>	<p>Chairman</p> <p>HLO</p>
8.	<p>Date of next meeting:</p> <p>Wednesday 18th September 2024 TBC</p> <p>The meeting ended at 12:50pm</p>	<p>Chairman</p> <p>HLO</p>