



CASTLE POINT LOCAL HIGHWAYS PANEL MEETING AGENDA

Date:	18 March 2026
Time:	10:00am
Venue:	Teams Meeting (Virtual)
Chairman:	ECC Member Andrew Sheldon
Panel Members:	Dave Blackwell, ECC Member Jill Reeves, ECC Member Peter May; ECC Member Beverly Egan (Vice Chairman) Cllr John Anderson (CTC), CPBC Member D Jones. CPBC Member Laurie Dixon, CPBC Member John Knott, CPBC Member Nick Harvey
Officers:	Essex Highways Dan Maclean Highway Liaison Team Leader Essex Highways Jennifer Boxall Highway Liaison Officer CPBC Stuart Jarvis - Contracts Manager
Secretariat:	Lianne Drake, Executive Assistant

Page	Item	Subject	Lead	Paper
	1	Welcome & Introductions	Chairman	Verbal
	2	Apologies for Absence & Declarations of Interest	Chairman	Verbal
2-5	3	Minutes of meeting held on 10 December 2025 agreed as a correct record	Chairman	
	4	Matters Arising from Minutes of the previous meeting	Chairman	Verbal
6-9	5	Report on Funded Schemes	HLO	Report 1
	7	Any other business	Chairman	Verbal
	8	Date of next meeting: TBC	Chairman	Verbal



CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

10 December 2025 at 10am

Teams Video Conferencing

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

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 Cllr Blackwell, Cllr Jones, Dan McClean and Stuart Jarvis. Cllr Anderson and Cllr Harvey absent.	Chairman
	There were no declarations of interest.	
3.	Minutes of meeting held on 17 September 2025 to be agreed as correct record:	
	The minutes of the last meeting are to be amended and recirculated and will be agreed at the next LHP meeting.	



The Chairman noted that Cllr May has heard and understood the message and trusts that this is satisfactory. The Chair is not comfortable with officers' asking members for their understanding in writing on such matter and asks for direct contact to the Chair if further clarification is required. The HLO will liaise with HLTL (Highway Liaison Team Leader) in relation to the matter and the Chair will consider following up directly with Cllr Cunningham.

Cllr Egan shares the frustrations that the system does not connect works to be completed concurrently as this is a recurrent issue that residents make complaints about.

Cllr Egan /HLO

6. Report on Schemes Awaiting Funding – Report 2:

Schemes Awaiting Funding List		
Ref	Scheme Type	Scheme Costs
		Total Value of Schemes
1	Traffic Management	£0
2	Walking	£240,400
3	Cycling	£0
4	Passenger Transport	£0
5	Public Rights of Way	£0
6	Total	£240,400

Clarification from HLO in response to a question from Cllr Knott confirms that schemes awaiting funding on the RAG report had not previously been funded. HLO confirms that items awaiting funding had not reached the design stage and therefore had not progressed and are not included in the funded schemes budget. Schemes have not been cancelled and are now on record to move forward once clarification has been given in relation to LGR (Local Government Reorganisation). Post LGR schemes will be moved to relevant new council.

Cllr Knott /HLO

Ref 1 - Roscommon Way – Investigation into extra horse rider signage. Some of the existing signage on the carriageway is covered by vegetation which was report to maintenance. HLO waiting for feedback from the design team in relation to sign clutter and cannot go forward. The Chair asks the HLO to obtain update before next meeting.



	<p>Ref 1 – Furtherwick Road, implementation of four raised tables and Ref 2 – West Crescent, Canvey Island, grasscrete. These are the only two outstanding for schemes for funding.</p> <p>Cllr Egan reminded the panel of the process that this panel conducted in June 2025 to approve schemes within the two-year rolling programme of works budget and the LGR transition. Castle Point LHP has performed extremely well in this area compared to other districts. CPBC (Castle Point Borough Council) and the LHP (Local Highway Panel) have been successful in delivering lots of schemes and no schemes will be removed. CPBC and the LHP must now wait for the new budget to move forward.</p> <p>The Chair and HLO hope for more information from the Government to be able to provide an update in Quarter One/Two next financial year.</p>	Cllr Egan
7.	<p>Any Other Business:</p> <p>There was no other business.</p>	
8.	<p>Date of next meeting: The next meeting to be held via Video Conferencing and will take place on 18 March 2026 at 10am.</p>	
	<p>The meeting ended at 10:30</p>	

CASTLE POINT HIGHWAY PANEL REPORT 1 - FUNDED SCHEMES LIST

At the June 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 Budget Summary		
LHP Funding		
1	LHP Budget	£343,200
1	LHP Scheme Funding recommendations 2025/26	£340,200
	Total	£3,000

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

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	£340,200	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	Badger Hall Avenue - Dropped Kerb	Investigation into the installation of a dropped kerb	Hadleigh	Castle Point Unparished	Walking	Total Scheme	LCAS222024	£17,600	Completed	Completed
2	Daws Heath Road - Signage	Recommendation of implementation of wildlife Signage on carriageway	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS222029	£12,700	Completed but problem with signage	Completed
3	Canvey Road - Northwich Corner Roundabout - Barriers	Investigation into having a form of barrier installed on the footpath which runs along Canvey Road following reports of motorcyclists and travellers using the path late at night	Canvey Island West	Canvey Island CP	Walking	Total Scheme	LCAS233006	£15,300	Installation of a type of barrier at the Russell Head Farm end of the footway. For the design engineer to provide options during detail design to stop vehicles driving up the footpath. Designer would need to ensure that the footway continues to meet DDA compliance with a minimum of 1.2m. Look to cut back the vegetation to provide better visibility through footpath where required.	Next FY
4	A13 High Street - Signage	Investigation into turn left signage or carriageway markings	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS242001	£13,600	Installation of 1x sign 606 'turn left' would not present any obvious issues in terms of design guidance and conformance to current highway standards. However, we would need to install the 'turn left' sign where the existing 'ahead only' sign is situated and due to that sign being lit, would incur a disconnection cost. We would then relocate the ahead only sign. Works programmed for 10/03/2026	Q4
5	Thisselt Road, Canvey Island - Signage	Investigation into wildlife signage around Canvey Lake.	Canvey Island West	Canvey Island CP	Traffic Management	Total Scheme	LCAS242002	£11,600	Completed	Completed

Funded Schemes 2025-26

Total Value of Schemes	£340,200	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	A13 Kiln Road j/w Bradley Avenue	Investigation into the installation of bollards to prevent vehicles parking on the footway	Hadleigh	Castle Point Unparished	Walking	Total Scheme	LCAS233007	£20,200	Installation of bollards outside the convenience store would not present any obvious issues in terms of design guidance and conformance to current highway standards. However, we would need to consider the knock on effect of vehicles parking further along the footway etc. Number of bollards to be decided during detail design by engineer. May nudge into Year2 Q2 but likely anyway due to the TRO.	Next FY
7	Shepherds Walk j/w Greenacres, Hadleigh - Signage	An investigation into ""GIVE WAY"" signage at the junction of Shepherds Walk with Greenacres following reports that drivers are failing to stop at the junction because they are not aware of the one way system on Greenacres	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	LCAS242011	£10,700	Completed	Completed
8	St Michael's Road j/w Bramble Road, Hadleigh - Traffic management improvement	Implementation of T junction	Hadleigh	Castle Point Unparished	Traffic Management	Implementation	LCAS212004	£51,900	Recommendation to replace the existing bennet junction with a T junction as per design Recommendation. Street lighting on going but require RSA response in order to finalise TRO proposal	Next FY
9	Long Road jw Thorney Bay Road, Canvey Island - Traffic management improvements	Implementation of junction improvements	Canvey Island West	Canvey Island CP	Passenger Transport	Implementation	LCAS202014	£112,900	Recommended junction improvements as per design Recommendation	Next FY

Funded Schemes 2025-26

Total Value of Schemes	£340,200	Completed	Update	Cancelled
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Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
10	Clifton Avenue - Traffic Calming	Calming table to prevent speeding/junction awareness	South Benfleet	Castle Point Unparished	Traffic Management	Implementation	LCAS222028	£73,700	Implementation of option outlines in previously completed design propose design start 02/02/26; currently shows October/November construction but likely needs to be school holidays due to site location/traffic situation. Query resource availability	Next FY