CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

10 December 2025 at 10am

Teams Video Conferencing

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	ECC Members Cllr Blackwell, Cllr Egan – Vice Chairman, Cllr May, Cllr Reeves CPBC Members Cllr Dixon, Cllr Harvey, Cllr Jones, Cllr Knott CITC Members Cllr John Anderson
Officers:	Dan MacLean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer CPBC: Stuart Jarvis, Assistant Director – Environment
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. There were no declarations of interest.	Chairman
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.	

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4.	**Matters arising from Minutes of previous meeting.**	
	As above.	
5.	**Report on Funded Schemes – Report 1:** 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 2025/6 and 2026/27. The panel prioritised those schemes they wished to see included in the works programme. This report provides an update on current position of all the schemes the Panel has recommended for inclusion of the two-year Rolling Programme **LHP Funding**	HLO

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

Withing 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.

The HLO confirmed that the Design Team have yet to clarify start dates for work on existing schemes and will ask again and report back to relevant members. — HLO

<u>Ref: 9 Long Road jw Thorney Bay Road, Canvey Island - Traffic management Improvements.</u>
The HLO (Highway Liaison Officer) has been asked to obtain written confirmation from Cllr May for their understanding that scheduled resurfacing works in the area to scheme Ref: 9 will go ahead. It is anticipated that Cllr May will receive questions and complaints from residents as to why the resurfacing works and scheme works will not be conducted concurrently. The HLO has had insight from the Design Team that the resurface works are likely to go ahead after the scheme has been delivered. The HLO will obtain more information and liaise directly with Cllr May. — Chairman /HLO

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	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.

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.

Cllr Knott /HLO

	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. 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. 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.	Cllr Egan
7.	**Any Other Business:** There was no other business.	
8.	**Date of next meeting:** The next meeting to be held via Video Conferencing and will take place on 18 March 2026 at 10am.	
	The meeting ended at 10:30	