

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

17 September 2025 at 10am

COMMITTEE ROOM 1

Chairman:	Cllr Andrew Sheldon (ECC) (AS) Cllr Beverly Egan (ECC) Vice Chairman (BE)
Panel Members:	ECC Members Cllrs Blackwell (DB), Reeves (JR), May (PM) CPBC Members Dixon, Harvey, Jones (DJ) & Knott (JK) CITC Members Cllr John Anderson (JA)
Officers:	ECC: Dan MacLean – Highway Liaison Team Leader (DM) Jennifer Boxall - Highway Liaison Officer (JB) CPBC: Stuart Jarvis, Assistant Director – Environment (SJ)
Secretariat:	Lianne Drake, CPBC Assistant

Item		Owner
1.	Welcome and Introductions:	
	Welcome	Chairman
2.	Apologies for Absence & Declarations of interest:	
	Apologies from Cllr Reeves, Cllr John Knott and Stuart Jarvis. There were no declarations of interest.	Chairman
3.	Minutes of meeting held on 18 June 2025 to be agreed as correct record: Cllr Egan kindly asks to note amendments to minutes from last meeting.	

4.	Matters arising from Minutes of previous meeting.	
	The HLO (Highway Liaison Officer) reminded the panel of the communication from the last LHP (Local Highways Panel) meeting where the HLTL (Highway liaison Team Leader) communicated on the future status of the LHP in relation to LGR (Local Government Reorganisation). The LHP are currently working on a two-year plan to deliver schemes that were agreed by the panel at the previous LHP meeting. Cllr Egan asked for clarification on the programme and what will happen with any remaining funds after this period. The HLO confirms that any funds that are not allocated to agreed listed schemes can be used elsewhere. Only schemes that are Total Schemes or Implementation Schemes can be delivered. HLTL reiterates that anything that is funded and not on the ground by the end of the two-year period will result in lost revenue costs. The panel must focus on the implementation of current schemes. Cllr Jones asked if there has been any insight since the last meeting into the LGR/proposed 5UAs and who would be responsible for highways. The HLO confirmed that they have not had any insight since the last LHP meeting.	

5. Report on Funded Schemes – Report 1:

**CASTLE POINT HIGHWAY PANEL
REPORT 1 - FUNDED SCHEMES LIST**

At the June Panel meeting Members were asked to recommend funding towards schemes they wish 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. These prioritisations were then circulated to all Panel Members to gain agreement.

This report provides an update on the 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	£343,200
2	LHP Scheme Funding Recommendations following June 2025 Panel	£320,300
	Remaining budget to allocate	£22,900

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 **£320,300**

Completed Update Cancelled

Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
1	Thicket Road, Canvey Island - Signage	Investigation into wildlife signage around Canvey Lake.	Canvey Island West	Canvey Island CP	Traffic Management	Total Scheme	ICAS240002	£11,600	Installation of 2x sign SS1.2 near habitat areas (Canvey Lake) where ducks, geese and other wild fowl are to be found, to make road users aware of the potential wild birds on the road. Designer to determine location during detailed design.	Q3
2	Bedge Hall Avenue - Dropped kerb	Investigation into the installation of a dropped kerb	Hadleigh	Castle Point Unparished	Walking	Total Scheme	ICAS220004	£17,600	Installation of an 'inset uncontrolled crossing point' to be installed to aid pedestrian crossing as per design recommendation.	Q4
3	Dave Heath Road - Signage	Recommendation of implementation of wildlife signage on carriageway	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	ICAS220029	£12,700	Installation of a warning sign (Diagram SS1 or SS1.2) and distance plate at either end of the stretch of road in question. Location to be determined by the engineer during the detailed design phase.	Q3
4	A13 High Street - Signage	Investigation into turn left signage or carriageway markings	Hadleigh	Castle Point Unparished	Traffic Management	Total Scheme	ICAS240001	£13,600	Installation of 2x 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. Q3 YR2	Next FY
5	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	ICAS240001	£10,700	Recommendation to install a "GIVE" to diagram SS14 (SS14.15, see Chapter 5) on the carriageway as vehicles approach the Greenacres junction and reflect being at the junction. Q3 YR2	Next FY

4. Castle Point Funded Scheme Report 17 September 2025

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Funded Schemes 2025-26

Total Value of Schemes **£320,300**

Completed Update Cancelled

Ref	Scheme name	Description	Division	Parish	Scheme Category	Scheme stage	Cost Code	Allocated Budget	Comments	Est Completion
6	Long Road by Thorney Bay Road, Canvey Island - Traffic management improvements	Implementation of junction improvements	Canvey Island West	Canvey Island CP	Passenger Transport	Implementation	ICAS200016	£112,900	Recommended junction improvements as per design Recommendation Q2 YR2	Next FY
7	St Michael's Road J/w Bramble Road, Hadleigh - Traffic management improvement	Implementation of T junction	Hadleigh	Castle Point Unparished	Traffic Management	Implementation	ICAS210006	£51,900	Recommendation to replace the existing T-junction with a T junction as per design Recommendation Q2 YR2	Next FY
8	Olton Avenue - Traffic Calming	Calming table to prevent speeding/junction awareness	South Benfleet	Castle Point Unparished	Traffic Management	Implementation	ICAS220028	£73,700	Implementation of option outlined in previously completed design Q2 YR2	Next FY
9	Bramble Road - Traffic Calming	Recommendation to install/upgrade footways and signage as per feasibility study	Hadleigh	Castle Point Unparished	Traffic Management	Design	ICAS210006	£8,300	Due to the associated abortive costs, only schemes that can be delivered by the end of the 2025/27 financial year can be commissioned	Cancelled
10	Dave Heath Road J/w Western Road - Traffic Calming	Investigation into a form of traffic calming at the junction of Dave Heath and Western Road	Hadleigh	Castle Point Unparished	Traffic Management	Design	ICAS240010	£7,300	Due to the associated abortive costs, only schemes that can be delivered by the end of the 2025/27 financial year can be commissioned	Cancelled

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6. Report on Schemes Awaiting Funding – Report 2:

**CASTLE POINT LOCAL HIGHWAY PANEL
REPORT 2 - SCHEMES AWAITING FUNDING LIST**

Following a review of the LHP process, the allocation of the LHP capital budget will be adjusted for the upcoming period. The Panel is requested to provide funding recommendations for a two-year rolling programme of work, for which a total funding of £343,200 has been agreed for the Castle Point LHP

Following the June 2025 Panel meeting, scheme funding recommendations to the value of £320,300 have been made. As such there remains £22,900 for the panel to make further scheme funding recommendations against.

Due to the associated abortive costs, only schemes that can be delivered by the end of the 2026/2027 financial year can be commissioned. As such the Panel are asked not to recommend funding towards Design Only or Feasibility Studies

The Schemes Awaiting Funding, as summarised below, have an estimated total cost of £275,900

Ref.	Scheme Type	Scheme costs	
			Schemes Awaiting Funding
1	Traffic Management		£240,400
2	Walking		£35,500
3	Cycling		£0
4	Passenger Transport		£0
5	Public Rights of Way		£0
6	Total		£275,900

On the Schemes Awaiting Funding List, the RAG column acknowledges the status of the scheme request as shown below:

RAG Status	Description of RAG status
G	The scheme has been validated as being feasible and is available for Panel consideration
A	The scheme has been commissioned for a feasibility study which needs completing before any Panel consideration
R	A scheme which is against policy or where there is no appropriate engineering solution
V	A scheme request has been received and is in the initial validation process

Schemes Awaiting Funding

Traffic Management

Total Value of schemes	£240,400
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Furthwick Road j/w Fosseville Road, Canvey Island - Zebras crossings (Phase 2)	Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings.	Canvey Island East	Canvey Island CP	Total Scheme	LCAS222020	£146,500	Implementation of remain four raised tables to increase vertical deflection and reduce vehicle speeds on the approaches to the crossings. Passed to the Chairs panel for funding by the panel 17/04/2024	G
2	West Crescent, Canvey Island - Grasscrete	Recommendation for the implementation of grasscrete to the verges	Canvey Island West	Canvey Island CP	Implementation	LCAS212006	£93,900	Implementation of grasscrete as per design recommendations.	G

Schemes Awaiting Funding

Walking

Total Value of schemes	£35,500
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Canvey Road - Northwick Corner Roundabout - Barriers	Investigation into having a form of barrier installed on the footpath which runs along Canvey Road following reports of motorcycles and travellers using the path late at night	Canvey Island West	Canvey Island CP	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. RAG to be discussed with Design before sending to member	G
2	A13 Kiln Road j/w Bradley Avenue	Investigation into the installation of bollards to prevent vehicles parking on the footway	Hadleigh	Castle Point Unparished	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.	G

Schemes Awaiting Funding

RAG R

Total Value of schemes	£0
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Ref	Scheme name	Description	Division	Parish	Scheme stage	Cost Code	Estimated Cost	Comments	RAG
1	Roscommon Way/Northwick Road - Horse Rider Signage	An investigation into the possibility of having extra horse riders signage erected on several locations along the length of Roscommon Way and Northwick Road	Canvey Island West	Canvey Island CP	Validation (Does not meet criteria)	LCAS24G004 (Traffic Management)	N/A	Design team recommend the scheme does not progress due to over use of signage resulting in sign clutter. Overgrown hedge reported to maintenance under ref 2507631	R

The Chairman raised to proposal to fund the two schemes on page 13, Schemes Awaiting Funding, Walking. The panel agreed to fund two further schemes to be included in the two-year rolling programme.

LCAS233006 Canvey Road- Northwick Corner Roundabout – Barriers - £15,300
LCAS233007 A13 Kiln Road j/w Bradley Avenue – Bollards - £20,200

The HLO confirmed that any unallocated funds allows for a contingency.

Cllr Peter May would like to highlight the issues on Northwick Road where a new care home and raised a proposal for signage to be installed for safety purposes. Cllr May will share more information and photographs with HLO.

	HLO referred to the scheme in which Cllr Blackwell's paid for wildlife signs out of CPBC funding. HLO will act and check signs with ECC and design engineer in relation to funds/compliance. Chairman concludes the report.	
7.	Any Other Business: Cllr Blackwell showed the LHP a short video in relation to a car accident relating to a stolen vehicle which crashed into a house causing significant damage to the property. Concerns are in relation to the location of the incident which is on a dangerous bend in the road and is causing a risk to life. The house has encountered three major accidents in the last five years which has caused serious damage to the resident's home. The most recent incident resulted in three persons in the vehicle sustaining injuries. Highways have been notified and the HLO has reported that there are no identified/evidential issues on this road. The resident has written to their MP and Highways have referred them back to their local councillors. Cllr Blackwell has liaised with local police and has met at the location with ECC, Mark Redgwell who is investigating further. The Chairmans understanding is that Safer Essex Roads Partnership Committee does not have funding available and advises that councillors are entitled to a surgery with Councillor Cunningham, ECC to address safety issues. HLTL recommends escalation to the Casualty Reduction Team to address safety issues. Cllr Blackwell raised concerns into VAS (Vehicle Activated Speed Signs) not working. The HLO confirmed that the VAS near Kingston school has recently been repaired. Cllr Blackwell reported that two VAS signs near to Thorney Bay are currently not working which could be in relation to overhanging vegetation which may affect the solar charger. Cllr Egan will investigate to have the vegetation cleared by ECC and CPBC Highway Rangers. Cllr Jones appreciated that there are no addition funds for new schemes but wanted to raise the concerns from a resident in relation to the crossing on the High Road opposite Lloyds pharmacy which is quite dangerous. The Chairman suggests that CPBC can share on social media their graphics on road safety. End of meeting.	
8.	Date of next meeting: The next meeting to be held via Video Conferencing will take place on 10 December 2025 at 10am.	
	The meeting ended at 10:56	