

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

27 APRIL 2023, AT 15:00

COUNCIL CHAMBER

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	ECC Members Cllrs Blackwell, Reeves, May, and Egan (Vice Chairman)
	CPBC Members Acott, Hart, Jones and Skipp
	CITC Members Cllr Anderson
Officers:	ECC: Dan MacLean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer
	CPBC: Trudie Bragg - Head of Environment Stuart Jarvis - Contracts Manager
Secretariat:	Loretta Hill – Civic Governance Officer

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all present and opened the meeting, members introduced themselves. JB apologised for late circulation of papers.	Chair
2.	Apologies for Absence & Declarations of interest: Apologies for absence were received from Councillor Blackwell and Reeves. There were no declarations of interest.	Chair
3.	Minutes of meeting held on 27th April 2023 to be agreed as correct record: The minutes of the last meeting held on, 27 th April 2023, were agreed as a correct record.	Chair
4.	Matters Arising from Minutes of the previous meeting:	

<p>The Chairman requested a site visit to take place at Clifton Avenue.</p>	<p>HLO</p>
<p><u>Benfleet High Road, Riley's Snooker Hall, Benfleet - Pedestrian Crossing</u> Request installation of railings to prevent dangerous crossing from the car park and a request for a zebra crossing by Holy Family Church. Pedestrian v Vehicle survey data did not meet criteria. However, there is a pedestrian crossing further down the road. The scheme has been removed from the list.</p>	
<p>There are issues with vehicles frequently mounting the pavement outside Riley's to cut through Tesco Express Car Park in order to avoid the traffic lights.</p>	
<p><u>Tesco Express and Harvester - Tarpots</u> There are problems with vehicles using the car park as a cut through to avoid waiting at the traffic lights. There are also safety concerns with vehicles turning right at the lights when exiting the car park, and also opposite from the Harvester, which is also dangerous.</p>	<p>Chair/ HLO</p>
<p>Railings are needed along the area near Riley's Snooker Hall/Tesco Express and this needs to be looked for feasibility. A pedestrian crossing is also necessary.</p>	
<p><u>Ref 1: LCAS213003 - Benfleet High Road, near Croft Road, Benfleet - Pedestrian Crossing</u> Design recommended a feasibility study to look at improving pedestrian safety. There is funding for this. To be completed Q3.</p>	
<p><u>Rushbottom Lane</u> There was request for a traffic island, however, it is unclear where this was need. Cllr Cole had previously raised this point. No request was submitted for this to go forward. There may be some confusion with this request and the request for railings, below.</p>	<p>HLO/ Egan</p>
<p><u>Ref: 2 - LCAS222006 - Rushbottom Lane, Benfleet – Bollards</u> Bollards to prevent vehicles mounting footpath. Work to start 11th July.</p>	
<p>Cllr May informed that this Item, listed on page 12 as reference 2, needed to be updated, the parish is not Canvey Island and should be non parished.</p>	<p>HLO</p>
<p><u>Ref: 3 - LCAS222013 - Rushbottom Lane Montgomerie Primary School.</u> Installation of guardrails outside the school entrances as per design.</p>	
<p><u>Ref: 14 – LCAS222010 - Rushbottom Lane, outside Woodham Ley Primary School</u> Maintenance issue. This has been reported to maintenance.</p>	
<p><u>Ref 4: LCAS222015 – Primrose Close, Canvey Island.</u> Implementation of guardrails. Completed Q2.</p>	
<p><u>Ref: 17 – LCAS212012- Church Road, Hadleigh – Bollards</u> The scheme for bollards has been completed.</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 2022/23 programme.

HLTL

Budget Summary	
1. Potential carry forward schemes from 2022/23 (Subject to Approval from ECC Finance)	
1.1. Potential carry forward schemes from 2022/23	£51,500
Sub-total	£51,500
2. Footway Improvements 2023/24	
2.1. Additional footway schemes	£114,400
2.2. Additional footway minor works	£114,400
Sub-Total	£228,800
3. LHP Funding 2023/24	
3.1. LHP funding 2023/24	£114,400
3.2. Budget for Countywide Casualty Reduction Schemes	£33,462
3.3. Budget for Carriageway improvements	£80,938
Sub-Total	£228,800

HLO

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 estimates 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.

Funding for this financial year was £114,400.

There were 2 slipped schemes from the previous financial year, which was agreed to fund from the last panel and are in the programme to be delivered. The total for these schemes is £51,500.

Another 4 schemes were also funded, totalling £40,500. Leaving £22,400 remaining

We are currently awaiting an update to find out about the money for slipped schemes. Once the money is returned there will be £73,900 approximately (including £22,400 mentioned above). This would be the allocation for schemes coming up in Report 2, panel members to recommend schemes to the value of £73,900 for programming.

HLO

<p>Terms of Reference have not yet come through, they are currently going through a CMA process, they will be shared prior to the next meeting. Under Report 1 there is additional footway schemes for repairs and works.</p>	<p>Chair/ HLO</p>
<p>It would be helpful for members to have a better understanding of what certain defects cost, clarity around costs or kerbstones and works undertaken for repairs. How far will our money go?</p>	<p>HLTL</p>
<p>DM provided clarity around the two new Footway Lists, the work that will be included and the differences between them: -</p>	<p>HLTL</p>
<p>1. Footway Schemes List, the aim of this is to address those foot ways that are in a poor condition that are in a good enough condition that we can carry out general repairs, to bring up to a level where they can then be slowly sealed as part of a future programme.</p>	
<p>2. Footway Minor Works List. The main focus of this list is to address those sites where we have damage on the footway, that have been left for a long period of time and that could cause injury to residents. It is hoped wherever possible to be able to pick up specific footwear defects along that road whilst on site.</p>	
<p>Footway repairs and maintenance issues to be reported to ECC so that this can be picked up. Footways to become standing item under AOB in future, as this is a new power given to us.</p>	<p>ALL/ HLO</p>
<p>Cllr May mentioned an enquiry from a resident in Clinton Way, who reported road damage that has been ongoing for over 20 years.</p>	<p>Cllr May</p>
<p>Reference numbers to be forwarded to ECC and arrange costings.</p>	
<p>Cllr Egan visited along with ECC highway buddy, footpaths at, Stansfield Road/Court and Arundel Road, these were highlighted for work to be done. This is the 3rd time this has been raised at these meetings, but no reference numbers have been given. JB/DM will investigate.</p>	<p>HLTL/ HLO</p>
<p>Members were invited to ask questions regarding Report 1.</p>	
<p>There were none.</p>	
<p>There are 2 schemes carried over and due to start in July are: -</p>	
<p><u>Ref 1: LCAS212002 - Broughton Road, Hadleigh – Traffic Management</u> Due to commence in Q3.</p>	
<p><u>Ref 2: LCAS222006 - Rushbottom Lane, Benfleet – Bollards</u> Due to start 11 July.</p>	
<p>4 schemes were funded the design team are preparing the works to be carried out between October - December in Q3, they are: -</p>	

	<p><u>Ref 1: LCAS213003 - Benfleet High Road near Croft Road, Benfleet - Pedestrian Crossing</u></p> <p><u>Ref 2: LCAS202007 - Manor Road, Thundersley – Signing</u></p> <p><u>Ref 3: LCAS222013 - Rushbottom Lane, Montgomerie Primary School</u></p> <p><u>Ref 4: LCAS222015 - Primrose Close, Canvey Island - Handrail</u> Implementation of guardrails as per design. Due to be completed Q2 July/September.</p>									
<p>6.</p>	<p>Report on Schemes Awaiting Funding – Report 2:</p> <p>The Schemes Awaiting Funding list identifies those scheme requests, which have been received for the consideration of the Castle Point Local Highways Panel (LHP).</p> <p>The Panel were asked to review the schemes on the attached Schemes Awaiting Funding List and consider their further scheme funding recommendations for those they wish to see delivered in 2023/24. The remaining 2023/24 budget to allocate is £22,400.</p> <p>The Panel may also remove any schemes they would not wish to consider for future funding.</p> <p>There are currently Schemes Awaiting Funding with an estimated cost of £314,000 as shown in the summary below: -</p> <table border="1" data-bbox="199 1272 1369 1451"> <thead> <tr> <th>Scheme Category</th> <th>Total Estimated Costs</th> </tr> </thead> <tbody> <tr> <td>Traffic Management</td> <td>£314,000</td> </tr> <tr> <td>Walking</td> <td>£0</td> </tr> <tr> <td>Total</td> <td>£314,000</td> </tr> </tbody> </table> <p>The allocation for schemes coming up, amounts to £73,900, which panel members can recommend schemes to that value for programming.</p> <p>Potentially members would have enough to fund one big scheme and a smaller one, keeping some money back for contingencies.</p> <p>The HLO suggested the following schemes for consideration: -</p> <p>References 8 or 9 as a big scheme. (See page 15)</p> <p><u>Ref 8: LCAS212003 - Greenacres, Hadleigh – Traffic Management</u> Kerb and carriageway improvements as per detailed design. Cost £39,000.</p>	Scheme Category	Total Estimated Costs	Traffic Management	£314,000	Walking	£0	Total	£314,000	<p>HLO</p>
Scheme Category	Total Estimated Costs									
Traffic Management	£314,000									
Walking	£0									
Total	£314,000									

<p><u>Ref 9: LCAS212004 – St Michael’s Road j/w Bramble Road, Hadleigh – Traffic Management improvement</u> Replace the existing bennet junction with a T junction as per design. Cost £46,500</p> <p>Along with a smaller one as per panel decision.</p> <p>Members discussed the following schemes for consideration: -</p> <p><u>Ref 6: LCAS202014 – Long Road j/w Thorney Bay Road, Canvey Island, Traffic Management.</u> Junction improvements as per design recommendation. This is currently with Passenger Transport, awaiting their feedback. Cost £98,000.</p> <p><u>Ref 7: Knightswick Road jw Elder Tree Road, Canvey Island - Junction improvements</u> As per design recommendation. This is currently with Passenger Transport, awaiting their feedback. Cost £48,500</p> <p><u>Ref 17: LCAS212006 - West Crescent, Canvey Island Grasscrete Installation</u> As per design recommendation. This is currently with Passenger Transport, awaiting their feedback. Cost £77,000.</p> <p>There is not currently enough to fund the 3 items, 6, 7 and 17 above at the present time.</p> <p>Chairman of the LHP requested the HLO to email the Passenger Transport Manager, regarding the 2 schemes above, which have been outstanding for a considerable amount of time, requesting a meeting and in order to progress the schemes that are in validation.</p> <p>Cllr Reeves arrived 3.35pm</p> <p>Scheme reference 8 and 13 totalling £44k were suggested for consideration.</p> <p><u>Ref 8: LCAS212003 - Greenacres, Hadleigh – Traffic Management</u> Kerb and carriageway improvements as per detailed design. Cost £39,000.</p> <p><u>Ref 13: LCAS222009 - Gowan Brae Junction with Benfleet High Road</u> Request to make the central junction to the High Road access road that leads straight on to Gowan Brae entrance only. Cost £5,000.</p> <p>Members were invited to ask questions and to put forward any other suggestions.</p> <p>Members discussed Northwick Road, Roscommon Way and Haven Road there are stables in this area, there is concern surrounding the speed of traffic and horse riders have requested there be horse-riding signage. These are in validation at the moment and will appear on the next LHP list.</p>	<p>HLO</p> <p>HLO</p> <p>HLO</p> <p>HLO/Chair</p> <p>HLO</p>
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	<p>Roscommon Way/Haven Road does not have enough room for horses to turn around and also the speed of traffic. Members discussed the need for a turning circle. This needs to be submitted as a scheme request in order for it to be considered.</p> <p>Members were invited to ask questions and to discuss any other schemes.</p> <p>There were none.</p> <p>Scheme references 8 and 13 (as detailed above) were agreed to be funded.</p> <p>The Chairman invited members again to ask any further questions on other schemes in validation, final comments.</p> <p>There were none.</p> <p>Trudie Bragg left the meeting.</p>	
<p>7.</p>	<p>Any Other Business</p> <p>Cllr May asked regarding Northwick Road, Care Home Development and Roscommon Way. There is no footpath or zebra crossing to get to Lidl's, only on the other side of the road, this is needed for safety. There is also a bus stop in this area. A site visit is required and check if any footpaths are included in the site developments, check also with the Planning Officers.</p> <p>Cllr Jones requested an update regarding, page 3 of the previous minutes, raised previously by Cllr Cole; 20mph speed limits to be implemented for all schools and requested an update on this. There is also a query from Thundersley Ward Councillors regarding 20mph speed limits on certain rat-runs as well.</p> <p>DM explained there is a blanket approach to the 20mph schemes outside of schools. Referred to as '20 is plenty' schemes, each site has to be checked on an individual basis. They are checked whether they are suitable but keen to see these promoted. They are cheap to implement and can be done quickly, the school is involved, and school children design the sign, through a competition and can win a £25 book voucher. There are other 20mph schemes for other roads, these should be raised with county member, and it will be taken through to validation.</p> <p>Cllr Egan mentioned that it would be useful if information be shared with members regarding 20mph '20 is plenty' scheme, it helps to have the schools on board. Active Travel may be useful as well. JB to arrange a brief on this to be sent to members.</p> <p>Some members felt this scheme should be a standard practice outside all schools for safety of our next generation. This can be taken to main Essex Highways, for them to look at. This also has to come from wider policy, People and Family's Chairman. Cllr May was advised to speak with the relevant Chairman of the Committee.</p>	<p>HLO/ May</p> <p>HLTL/ Jones</p> <p>HLTL</p> <p>HLO /Egan</p> <p>HLO/ May</p>

	<p>Roscommon Way. Ongoing issues and nuisance with boy racers. A meeting took place with Rebecca Harris MP and the police recently whereby they requested extra speed signage. A scheme request needs to be submitted. JB may be able to assist regarding the wording for the sign and will discuss with Cllr May. Castle Point BC Legal Team may also be able to assist.</p> <p>PSPO legal obligation to advertise it, need to check for consideration at next meeting.</p> <p>A site visit will be taking place on Kents Hill Road, Clifton Avenue, located after Holy Family and Kents Hill Schools (20 is plenty zone), this is a very tight junction to turn out of. Looking at feasibility, to make this one way from, Kents Hill. Speed watch sessions are also being carried out.</p> <p>Cllr Jones raised concerns on behalf of Ward Councillors for Thundersley, reporting an incident near Virgin Active Gym on Rayleigh Road, a car failing to stop as a lady was crossing the road on a crossing. Councillors have expressed concerns, as the lolly pop people have been withdrawn from duty. DM explained there are some improvements that can be made to crossings. Issues are to be reported to County Member and it can be looked at. Highways Officers to look into this.</p>	<p>HLO/ May</p> <p>HLTL/ HLO</p> <p>HLO/ HLTL</p> <p>HLO/ Jones</p>
<p>8.</p>	<p>Date of next meeting:</p> <p>Monday, 18th September 2023. Members agreed the date and were informed this meeting is to be held in person.</p> <p>Cllr Skipp gave advance notice of apologies for absence; he will be on holiday.</p> <p>Upcoming meetings to be confirmed, provisionally: -</p> <p>Monday, 18th December 2023 Monday, 18th March 2024</p> <p>Cllrs Anderson & Acott requested hard copies of Agenda/Papers be sent out to them.</p> <p>The meeting ended at 4.15pm</p>	<p>ALL</p> <p>LH</p>