

MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 10 SEPTEMBER 2021 at 09:15hrs

REMOTE MEETING

Chairman:	Councillor M F L Durham
Panel Members:	Essex County Council – Councillor J Fleming, Councillor W Stamp Maldon District Council – Councillor M R Edwards, A L Hull, R H Siddall Parish Council Representative – Mr J Anderson
Officers:	Sonia Church - Highways Liaison Manager Charlotte O’Connell - Highway Liaison Officer
Secretariat:	Charlotte Elderton

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all Members to the remote meeting of the Maldon District Local Highways Panel and advised on the protocol for today’ meeting.	Chairman
2.	Apologies for absence: Councillor A L Hull was absent for the meeting.	All
3.	Minutes of Previous Meeting: The minutes of the meeting held on 11 June 2021 were received and confirmed.	All
4.	Matters Arising from Minutes of the previous meeting: 11 June 2021 Training sessions are still to be arranged. All other actions complete.	All
5.	VAS Presentation Sonia Church provided members with a presentation on the changes to the VAS policy. This policy had changed under Cllr Bentley but due to the election period had not been rolled out.	

<p>Some the main changes include:</p> <ul style="list-style-type: none"> • Parishes can now choose to buy their own VAS or SID • Non Parished areas can continue to use the LHP process • The LHP can only fund if the speeding issue is significant (10mph over the average speed limit) and confirmed by a speed survey. • Any signs on the network that fall into disrepair can be replaced by the Parishes if they wish to (licenced). • Any signs beyond serviceable repair will be removed from the network. <p>The process for apply for the licence was explained:</p> <ul style="list-style-type: none"> • Requestor to check website criteria • Requestor can ask their HLO for advice • Send licence application • Licence to be approved by Essex Highways • Parish to engage with approved contractor • Installation of the sign • Advise when complete <p>Maldon currently has 47 signs in Parished areas, however it should be noted that Maldon does have a VAS rotation.</p> <p>The idea of the changes is that it will give more flexibility on where you wish to see the signs. Sonia Church is in the process of creating a page on the website which will give guidance on where the signs can be installed along with a link to the approved contractors.</p> <p>Questions:</p> <p>Q – The scheme is very much welcomed. If we had previously applied to the LHP and it was turned down, can we now reapply in the place it was originally requested?</p> <p>A – Yes, as long as the place is suitable, you are welcome to reapply. The application form will be available on the website shortly.</p> <p>Q – Are they solar powered?</p> <p>A – The stipulation is that the ones the Parish get approval for as battery only or battery and solar powered. It will be Parish choice which they decide.</p> <p>Q – Maldon is small in population but has a huge geographical area. Whose asset will it be once installed?</p> <p>A – Have worked with the legal department and it has been confirmed that it will be the Parish asset who will be responsible for ensuring they have insurance in place / guarantee. As it will be licenced on the network if it becomes unsafe, ECC will have ultimate responsibility.</p>	
---	--



	<p>Q – In Little Totham we share a VAS and the post is already in place, can we apply for our own VAS to be installed in that post? A – Yes, the process to apply for a VAS on an existing post is very easy, you would just be applying for the licence.</p> <p>Q – Southminster Parish Council have had a SID for 10-15 years; can we replace it with a smaller one? A – Yes, you would just need to reapply for the licence.</p> <p>The process will work very well especially if Parishes work together and rotate them themselves. The signs can range in price but as you would not be paying ECC for their time, it is likely that you could have one installed for approximately £3,500.</p>	
6.	<p>Report on Funded Schemes – 2021/22:</p> <p>The Highways Liaison Officer drew Members attention to page 10 of the report.</p> <p>Budget Summary 2021/22 Capital Budget - £200,000 Additional Capital Funding - £200,000 Safer Roads Schemes - £35,250 Estimated Value of other Commissioned Schemes - £179,500 Remaining Budget to Allocate £185,250</p> <p>For ease of reference those schemes shaded green denoted completed. Where an update had been provided by Officers, this was shaded yellow, schemes that had been cancelled were shaded grey and those for removal were red.</p> <p>Members noted those schemes completed and the estimated completion timeline for the remainder.</p> <p><u>Item 3 – Maldon Road A414 – HGV Signage Improvements –</u> The works for this scheme were completed in August 2021.</p> <p><u>Item 7 – High Street, Maldon – 20mph –</u> The CMA has been written to the Cabinet Member to consider the decision.</p> <p><u>Item 8 – Maypole Road, j/w Back Lane, Great Totham – Casualty Reduction scheme –</u> Cllr Durham confirmed that he met the designer the other day who was commissioned with the study and design. Highways and the Casualty Reduction Team have undertaken some comprehensive investigations including surveys and analysis of routes and have come up with a proposed temporary solution, a copy of which was shared at the meeting. Members still have concerns, although continual reviews will be undertaken while the temporary measures are in place.</p>	

	<p><u>Item 14 – Woodrolfe Road, Tollesbury – Surface Improvements –</u> It was suggested this could be considered under the Local Streets Improvement scheme which was agreed.</p> <p>Action: Member agreed for this to be considered under the Local Streets Improvement scheme.</p> <p><u>Item 16 – A4141 Maldon Road, Woodham Mortimer – Pedestrian Refuge –</u> The design has not yet started for this scheme and it is likely the design / feasibility study will commence in Q4.</p> <p>The remaining schemes are estimated to completed in quarters 2, 3 or 4. Question was asked why none of the schemes are completed in quarter 1 and it was confirmed that any scheme that was designed last year would be scheduled for completion in quarter 1. Maldon did not have any.</p>											
7.	<p>Report on Schemes Awaiting Future Funding:</p> <p>For ease of reference those schemes shaded green denoted they had been validated as being feasible and were available for consideration. Those shaded amber were awaiting the results of a feasibility study and red denoted schemes that were against Essex County Council (ECC) policy or there was no appropriate engineering solution. Finally, white was where a request has been received and was in the initial validation process.</p> <p>The Highways Liaison Officer drew the Panel’s attention to page 14 of the report.</p> <p>Budget Summary</p> <table data-bbox="284 1406 734 1585"> <tr> <td>Traffic Management</td> <td>£20,000</td> </tr> <tr> <td>Walking</td> <td>£45,000</td> </tr> <tr> <td>Passenger Transport</td> <td>£0</td> </tr> <tr> <td>Public Rights of Way</td> <td>£0</td> </tr> <tr> <td>Total</td> <td>£65,000</td> </tr> </table> <p>Traffic Management</p> <p>Those schemes awaiting the outcome of the Essex Speed Management Strategy have been shaded amber, Councillor Scott is unable to say when the strategy is due to be finalised.</p> <p><u>Item 1 – Blackhouse Farm Cottages, Steeple Road, St Lawrence – TMI –</u> The validation has recommended that it is not possible to install a vehicle restraint system.</p>	Traffic Management	£20,000	Walking	£45,000	Passenger Transport	£0	Public Rights of Way	£0	Total	£65,000	Highways Liaison Officer
Traffic Management	£20,000											
Walking	£45,000											
Passenger Transport	£0											
Public Rights of Way	£0											
Total	£65,000											

<p>Action: Members agreed for this item to be removed, however a meeting should be arranged to explain to residents why this is not possible.</p> <p><u>Item 3 – Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) – Footpath</u> – The feasibility study recommended not to proceed as the installation if the footway is not possible without land acquisition and relocation of utility apparatus. It was confirmed that the landowners were contacted with no response. Cllr Fleming confirmed that she had reviewed the housing development plan which indicated a kink in the land which may be owned by ECC. Cllr Fleming had also discussed with the Parish Clerk who confirmed that permission had been granted by the landowner for a permissive path from the pub to footpath 1 in Hazeleigh.</p> <p>Action: Item to remain on the list. Cllr Fleming will share the plans with the LHP Liaison Officer and will arrange a meeting to discuss.</p> <p><u>Item 9 – Little Totham Parish – Gateway Features</u> – The validation recommends now to proceed with the request, suggestion made to update the current gateway features. It was discussed that this could be part of the Local Street Improvement scheme.</p> <p>Action: Charlotte O’Connell to respond to the design team to confirm how the current gates could be updated.</p> <p><u>Item 10 – Hackman’s Lane, Cock Clarks – VAS</u> – This scheme is in validation. To remain on the list.</p> <p><u>Item 15 – Basin Road, Heybridge Basin – Gateways</u> – A site visit was conducted by the HLO and it was concluded that there is insufficient verge width available to install gateways.</p> <p>Action: Speed surveys to be carried out with the intention to look to implement a 20mph zone along the high traffic areas with no verges.</p> <p><u>Item 18 – North End, Southminster</u> – Awaiting speed and volume survey information.</p> <p><u>Item 19 – Woodham Road, Stow Maries – 40mph buffer</u> – Whilst the validation recommends not to proceed it was agreed to wait for the review of the Speed Management Strategy.</p> <p>Action: To remain on the list, shaded amber for the outcome of the Speed Management Strategy to be confirmed.</p> <p><u>Item 20 – Woodham Road, Stow Maries – TMI</u> - This scheme is not recommended by safety engineering specialists due to the lack of</p>	
--	--

	<p>evidence of a problem within the area not covered by the double white line system. The removal of the existing double white lines even for a short stretch, could cause a potential change in collision patterns.</p> <p>Action: Members agreed for the scheme to be removed.</p> <p><u>Item 23 - Fambridge Road, North Fambridge – Speed surveys</u> have been requested and these will be completed now that the summer holidays are over as this would not have given a true reflection.</p> <p>Schemes 24 – 31 are all in validation.</p> <p>Cllr Siddall requested that the Beckingham Business Park – B1022 in Great Totham be put onto the list.</p> <p>Action: Cllr Siddall to forward all previous correspondence to Charlotte O’Connell who will look into this scheme.</p> <p>Walking</p> <p><u>Item 1 – Wycke Hill, Maldon – Crossing Improvements</u> - The Strategic Development team have advised that works to provide crossing facilities at this location will be undertaken as part of the South Maldon Relief Road. Whilst members appreciate the reasons, this road is not likely to be built for some years and would therefore like to know what the costings would be to implement the road. Sonia Church also advised that it would be useful to understand the numbers that cross that road, to undertake a survey for this purpose would be £900.</p> <p>Action: Members agreed for this scheme to remain on the list and to fund the survey.</p> <p><u>Item 2 – Blacksmiths Lane, Wickham Bishops – Footway Improvements</u> - The validation recommends that the LHP in agreement with the County Member could fund further patching works. This could be considered as Local Streets Improvements schemes.</p> <p>Action: Members agreed to look at this scheme under the Local Streets Improvement Scheme.</p> <p><u>Item 3 – Marsh Road and Larkswood Estate, Tillingham – Footway Improvements</u> - The validation recommends that these types of works are usually carried out by the Maintenance Teams, however due to the unsophisticated nature of such works, the LHP may desire to prioritise these as Local Streets Improvements.</p>	
--	--	--

	<p>Action: Members agreed to look at this scheme under the Local Streets Improvement Scheme.</p> <p>Schemes 4 – 6 are all in the validation stage.</p> <p>Passenger Transport</p> <p><u>Item 1 – Mundon Road, Maldon – PT Improvements -</u> The validation has recommended to proceed with a letter drop to the properties fronting the bus stop to see if the disabled parking bay is still in use. HLO to undertake informal consultation.</p> <p>This led to a discussion if disabled bays outside of premises are removed at anytime following a change of circumstance. It was confirmed that there is no process for this to be taken away and any disabled badge holder is permitted to use any marked disabled badge spaces.</p> <p>Members continued the discussion with bus shelters and Sonia Church confirmed that she had chased the team again this morning. A new contractor is to be brought on board in the Autumn, until this time as do not know what scoring system they will use to confirm whose responsibility it would be to install / maintain.</p>	
<p>8.</p>	<p>Any Other Business</p> <p>Discussion was held on the Local Street Improvement Scheme and Charlotte O’Connell confirmed that she had received a couple of emails with suggestions but noted that these need to come through to the request form but advised that she would be happy to meet with members on site to look at any areas they think may be suitable.</p> <p>Cllr Durham confirmed that if there are any schemes put forward before the next meeting in December, County Members could meet to discuss these in the interim.</p> <p>Members all had ideas which they were encouraged to submit on the appropriate form and members were advised that anyone including Parishes are able to submit requests, it doesn’t have to be the LHP members.</p> <p>Cllr Durham noted that Highways are finding it very difficult to locate areas of defects that have been reported to them and advised members of the ‘What Three Words’ app which pins down the location to a three-metre square and gives a reference.</p> <p>Action: Cllr Durham will circulate information to Parishes on using the ‘What Three Words’ app.</p>	

	Members were advised that following a discussion with Councillor Scott, the LHP process is being reviewed and part of that reorganisation will be the attendees of the LHP. No changes to the Maldon LHP will be made until the review has been completed although it was noted that training is key to members.	
9.	Date of next meeting Friday 10 th December 2021 commencing at 09:15 a.m.	

The meeting closed at 11:00 a.m.