

MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 11 JUNE 2021 at 09:15hrs

REMOTE MEETING

Chairman:	Councillor M F L Durham
Panel Members:	Councillors J Anderson, Councillor J Fleming, Councillor W Stamp, Councillor M R Edwards, Councillor R H Siddall, Councillor A L Hull
Officers:	Sonia Church, Highways Liaison Manager, Charlotte O'Connell, Highway Liaison Officer, Thomas Eng, Assistant Highways Liaison Officer
Secretariat:	Charlotte Elderton

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>The Chairman welcomed all Members to the remote meeting of the Maldon District Local Highways Panel and advised on the protocol for today' meeting.</p> <p>Councillor Durham explained the purpose of the Local Highways Panel, and how the process for applications to the Local Highways Panel works.</p> <p>It has been agreed that the panel will now meet face to face once a year and the other 3 meeting will be held virtually.</p> <p>Councillor Durham nominated Councillor Fleming as deputy chair.</p>	Chairman
2.	<p>Apologies for absence:</p> <p>Apologies have been received from Councillor J Anderson.</p>	All
3.	<p>Minutes of Previous Meeting:</p> <p>The minutes of the meeting held on 12 March 2021 were received and confirmed with the following update to be made:</p> <p>Page 2, stated we are delivering against 6 million, this should read 6.4 million.</p>	All

	Action: Thomas Eng will revise the meeting notes of 12.03.21.	
4.	<p>Matters Arising from Minutes of the previous meeting: 12 March 2021</p> <p>All actions are complete.</p>	All
5.	<p>Discussion on Local Streets Improvements</p> <p>A new form has been created which has a generic email for the highways panel.</p> <p>Action: Sonia Church to arrange for the link to the new form to be circulated to members of the panel.</p> <p>The LHP does not deal with revenue maintenance such as pot holes and resurfacing of roads / footpaths are capital funding. The idea of the scheme is that each LHP can submit improvements for local streets within the District. The suggestion would be for each member to come up with the worse sites, to improve signs, refreshing of lines, street furniture or benches. One of the main reasons of the suggestion to Maldon is that there is currently a lack of schemes ready for delivery and the budget to could be allocated to this work.</p> <p>Bus shelters are not included within the scheme as there is no contractor who is able to carry out this work.</p> <p>The schemes in validation will continue to be worked upon.</p> <p>It was agreed that the panel makes recommendations and that that agreement can be made outside of the meetings via the chairman. The 3 County members will be empowered to agree projects on an adhoc basis between the quarterly meetings.</p>	
6.	<p>Report on Funded Schemes – 2020/21:</p> <p>The Highways Liaison Officer drew Members attention to page 10 of the report.</p> <p>Budget Summary 2020/21 Capital Budget - £200,000 Additional Capital Funding - £200,000 Safer Roads Schemes - £35,250 Estimated Value of other Commissioned Schemes - £64,250 Remaining Budget to Allocate £300,500</p> <p>For ease of reference those schemes shaded green denoted completed. Where an update had been provided by Officers, this was</p>	

	<p>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 1 - Woodrolfe Road, Tollesbury – Surface Improvements –</u> Approximate costs have now been received and are waiting for the official target costings. Likely to be in the region on £80-90,000. This has been on / off the schedule for a long time and is a real concern due to the amount of traffic that area receives. Will be discussed within the funded schemes for 2021/22.</p>											
<p>7.</p>	<p>Report on Schemes Awaiting 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 border="0"> <tr> <td>Traffic Management</td> <td>£16,500</td> </tr> <tr> <td>Walking</td> <td>£0</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>£16,500</td> </tr> </table> <p>There is one additional scheme that is not in the paperwork. Should members support the proposals, they can be moved into the funded list for the 2021/22 financial year.</p> <p>There are a few schemes which are waiting for the review of the speed management strategy, these should remain on the list until the policy review has taken place.</p> <p><u>Traffic Management</u></p> <p><u>Item 1 – Blackhouse Farm Cottages, Steeple Road –</u> The validation has recommended that it is not possible to install a vehicle restraint barrier.</p> <p>Action: Agreed for a site meeting to be arranged, if it is not feasible following the visit, this scheme can be removed.</p>	Traffic Management	£16,500	Walking	£0	Passenger Transport	£0	Public Rights of Way	£0	Total	£16,500	<p>Highways Liaison Officer</p>
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<p><u>Item 3 – Mill Lane J/W Beckingham Street</u> – Members agreed that there was enough signage in the area and for this to be removed from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 4 – Woodham Road/The Street, Stow Maries - Traffic management improvements</u> – Investigating other measures such as a 40mph buffer and reviewing the no over taking along the stretch of road. The road narrowing was not deemed feasible, therefore members agreed for this to be removed.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 5 - Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) – Footpath</u> – Discussions are taking place with the landowners and this fits in with the ECC climate strategy. Cllr Fleming has some further information relating to the land owner. Members agreed to keep this on the list pending those discussions.</p> <p><u>Item 6 – Steeple Road, Mayland</u> – To remain on the list pending a review of the speed management policy.</p> <p><u>Item 7 - Limebrook Way, Maldon - Speed reduction</u> – Cllr Fleming to have a surgery with the cabinet member. To remain on the list pending the outcome of the surgery.</p> <p><u>Item 8 - Wantz Road, Maldon - Parking Improvements</u> – To be passed to South Essex Parking Partnership and be removed from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 9 - The Street, Purleigh – TMI</u> – Speed and volume surveys have been carried out and they show good compliance with the speed limit, being an average of 26.7 mph. Based on the results, members agreed for this to be removed from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 10 - Maypole Road, Great Totham - Speed Reduction</u> – Subject to the experimental change to the junction working, this may not be required. Agreed for this to remain on the list pending this change.</p> <p><u>Item 11 – Maypole Road, Landford – Signage Improvements</u> – Validation has recommended the design and implementation of the horse warning signage. Members agreed to move to the funded list.</p> <p>Action: Members agreed to move to the funded list.</p>	
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<p><u>Item 12 – Basin Road, Heybridge Basin</u> – South Essex Parking Partnership should be involved with parking restrictions. Therefore, it was agreed for this scheme to be removed from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 15 – Tiptree Road, Great Braxted – Gateway Features</u> – The validation identified that there was insufficient available verge width to install gateway features. For that reason, members agreed to remove this from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p>Councillor Stamp gave her apologies and left the meeting.</p> <p><u>Item 16 – The Street & School Road, Little Totham – TMI - Validation</u> recommends to proceed with the design and implementation of carriageway roundels, and carry out vegetation clearance around the existing repeater signage. The Parish have requested approval for a permanent flashing speed sign. Sonia Church has recently written a new policy for vehicle activated signs and explained the new process. Members agreed to move to the funded list.</p> <p>Action: Members agreed to move to the funded list.</p> <p><u>Item 19 – Wood Road, Heybridge</u> – Members agreed to move this to the funded list.</p> <p>Action: Members agreed to move to the funded list.</p> <p><u>Item 21 – Tillingham Road, Tillingham – Speed Limit Reduction</u> – This item should remain on the list pending a review of the speed management strategy.</p> <p><u>Item 24 – Basin Road, Heybridge Basin – Gateways</u> – Following a site visit it has been established that there is insufficient verge width to install the gateway. Members therefore agreed to remove this from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 27 – Waterworks Road, Tollesbury – Surface Improvements</u> – The section of road in question is a private road and does not form part of the public highway, therefore no measures can be implemented by Essex Highways. Members agreed for this to be removed.</p> <p>Action: Members agreed for this to be removed.</p> <p>Members noted those schemes that are awaiting validation.</p>	
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<p><u>Walking</u></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. Discussion to take place with the development team on timescales for this work. To remain on the list pending those conversations.</p> <p><u>Item 2 – High Street, Maldon – Footway Improvements -</u> Further investigation has concluded that the properties adjacent to the walkway have vehicular rights, and therefore this cannot be revoked. For this reason, it is not possible to raise the kerb at this location. Members agreed to remove this from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 3 – Broad Street Green Road, Heybridge – Pedestrian Crossing –</u> The validation recommends not to proceed due to the low pedestrian demand. Whilst it was acknowledged that this pedestrian demand may increase in the future, the surveys can only be carried out on the current volumes. May need to reconsider when the development completes. Members agreed for this to be removed.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 4 – Holloway Road, Heybridge –</u> Advised that there was insufficient pedestrian volumes. May need to reconsider this scheme when the development completes. Members agreed to remove this scheme from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 5 – Great Totham Road & Maypole Road, Wickham Bishops – Guard Railings and Signage –</u> The validation concluded that the site does not meet the criteria highlighted in HPN50. For this reason, members agreed to remove this scheme from the list.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 7 – Snows Corner, Wickham Bishops – Footway Improvements –</u> The engineering team have concluded that this work can be undertaken in conjunction with scheme LMAL 182022. Members agreed for this to be removed providing the pavement is not removed.</p> <p>Action: Members agreed for this to be removed.</p> <p><u>Item 9 – B1010 Maldon Road, Burnham on Crouch – Zebra Crossing –</u> The pedestrian surveys do not meet the criteria for a zebra</p>	
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	<p>crossing. There is an existing crossing in place, further along the road. Members agreed to keep this scheme on the list for the next meeting.</p> <p><u>Item 11 – A414 Maldon Road, Woodham Mortimer – Pedestrian Refuge</u> – Since the 50mph limit / signs were installed and further site visits have taken place, the engineer understands this scheme may be possible but further investigatory work is required to take this forward. Recommend undertaking an outline design which would cost £9,500. Members support the decision to proceed for the outline design and move to the funded schemes.</p> <p>Action: Members agreed to move to the funded list.</p> <p>Members noted the schemes that were still in the validation stage.</p> <p><u>Passenger Transport</u></p> <p>Members noted the schemes, both of which are awaiting validation.</p> <p><u>Public Rights of Way</u></p> <p>Members noted the scheme that was still awaiting validation. Councillor Fleming declared an interest in this item (Byway 32 Purleigh (Roundbush Road to Howe Green Road) as part owner of the land.</p> <p>Councillor Durham referred members back to Funded Schemes and Item 12 on page 13 of the reports pack (Woodrolfe Road, Tollesbury – Surface Improvements). It was proposed by Councillor Durham that members agree to proceed with this scheme up to £90,000 and if further information is received following validation that it is discussed by members in between these quarterly meetings. Members agreed with the proposal.</p> <p>Action: Members agreed to proceed with this scheme up to £90,000.</p>	
<p>8.</p>	<p>Any Other Business</p> <p>Totham North / Great Braxted should come back onto the list for the next meeting. This scheme has Councillor Durham’s approval and can be picked up within the next meeting.</p> <p>Action: The LHP Officer to ensure this scheme is on the list for the next meeting.</p> <p>There has been a broad misunderstanding with what are acceptable LHP suitable schemes and this creates some descent with Parish Councils. It is very important to communicate with Parish Council’s</p>	

	<p>around what the panel can / cant do and Sonia Church suggested a training session with the LHP representatives whereby they can be briefed on the application process. Members supported this.</p> <p>Action: Sonia Church to arrange a training session, the date to be circulated to Parish Councils.</p>	
<p>9.</p>	<p>Date of next meeting</p> <p>Friday 10th September 2021 commencing at 09:15 a.m.</p>	

The meeting closed at 11:15 a.m.