

BRAINTREE LOCAL HIGHWAYS PANEL MINUTES – 12th January 2023 at 5.00pm

Meeting held 'Virtually'

Chairman:	Councillor C Siddall (Chairman)	(ECC)
Panel Members:	Councillor Mrs L Bowers-Flint	(ECC)
	Councillor G Butland	(ECC)
	Councillor T Cunningham	(ECC)
	Councillor D Louis	(ECC)
	Councillor R Playle	(ECC)
	Councillor Mrs M Cunningham	(BDC)
	Councillor P Euesden	(BDC)
	Councillor R van Dulken	(BDC)
	Councillor Mrs S Wilson	(BDC)
	Councillor P Rawlinson	(BALC)
Officers:	Dan Maclean – Highway Liaison Team Leader (EH) Samir Pandya – Operations Strategy and Policy Manager (BDC)	
	Also in Attendance:- Lisa Hinman – Area Manager (North Essex Parking Partnership)	
Secretariat:	Alison Webb – Governance and Members Officer (BDC)	
	(EH – Essex Highways) (ECC - Essex County Council) (BDC - Braintree District Council) (BALC - Braintree Association of Local Councils)	

Item		Owner
1.	Welcome and Introductions: Councillor C Siddall welcomed everyone to the meeting. Councillor C Siddall announced that Councillor D Gronland had resigned from Halstead Town Council and that he would no longer be able to attend meetings of Braintree Local Highways Panel as a representative of (BALC). (BALC) would be required to appoint a replacement representative to the Panel.	
2.	Apologies for Absence, Declarations of Interest and Public Questions:	

	<p>Apologies for Absence:</p> <p>Apologies for absence were received from Councillor K Barnes (BALC) and Kandice Louis - Highway Liaison Officer (EH).</p> <p>Declarations of Interest:</p> <p>There were no interests declared.</p> <p>Public Questions:</p> <p>There were no questions asked, or statements made.</p>	
3.	<p>Minutes:</p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 3rd October 2022 were approved as a correct record and signed by the Chairman.</p>	
4.	<p>Matters Arising from the Minutes of the Meeting Held on 3rd October 2022:</p> <p><u>Minute 6 - 'Schemes Awaiting Funding'</u></p> <p>Reference was made to five action points which had been recorded in the Minutes of the Panel's last meeting and the following updates were provided for each of them:-</p> <p><u>Speed Surveys</u> <u>Action:</u> - Dan Maclean, Essex Highways, had been requested to circulate to the Members of the Panel a copy of a document explaining how Essex Highways assesses speed limits. <u>Update:</u> It was reported that unfortunately there had been a delay, but that the guidance document would be circulated in the near future.</p> <p><u>'Tru-Cam' Automated Speed Checking Device</u> <u>Action:</u> - Dan Maclean, Essex Highways, had been requested to circulate details of the 'Tru-Cam' automated speed checking device and its cost to the Members of the Panel. <u>Update:</u> - It was reported that a meeting had taken place between Essex County Council's Cabinet Member for Highways and Transportation and the Chairmen of North Essex Parking Partnership and South Essex Parking Partnership regarding this matter and it was hoped that an update would be available at the end of January 2023.</p> <p><u>Possible Introduction of 20mph Speed Limit Zones Across Essex</u> <u>Action:</u> - Dan Maclean, Essex Highways, had been requested to circulate to Members of the Panel a copy of an article published</p>	

	<p>in The Times newspaper on 30th September 2022 regarding the experience of other towns and cities across the Country where a 20mph speed limit had been introduced. <u>Update:</u> - The article had been circulated on 20th October 2022.</p> <p><u>Overgrown Vegetation Along Rayne Road, Braintree</u> <u>Action:</u> - Dan Maclean, Essex Highways, had been requested to investigate if the cutting back of overgrown vegetation along Rayne Road (between Rayne village and Springwood Drive), Braintree may be assigned to the Highway Rangers Team. <u>Update:</u> - It was reported that it would not be possible for the Highway Rangers Team to carry out this work and the issue would be passed to the Essex Maintenance Team. In discussing this matter, reference was made to a proposal that Essex County Council should cease funding the Highway Rangers Team with effect from 1st April 2023. It was proposed that the Rangers would continue to be employed by Braintree District Council carrying out related duties, but they would not do work which was a function of Essex County Council.</p> <p><u>Minute 7 - 'Any Other Business' – 'Damaged and Outdated Directional Signs'</u></p> <p>At the last meeting of the Panel, reference had been made to a number of road signs across the District which were damaged, obscured, or out of date and which reflected poorly on the image of the area, particularly on entry to and exit from the District.</p> <p>Dan Maclean, Essex Highways, had been requested to investigate if a proactive approach towards the replacement and maintenance of road signs in the Braintree District might be implemented and how a sum of approximately £100,000 allocated by Braintree District Council for such work in Braintree town might be utilised.</p> <p>It was reported that a joint meeting between Essex County Council and Braintree District Council would be taking place soon to discuss this matter. Dan Maclean undertook to contact Alan Lindsey of Essex Highways to obtain the details.</p>	
5.	<p>Funded Schemes 2022/23:</p> <p>Consideration was given to a report on the Panel's Funded Schemes for 2022/23, which had been recommended for approval. The report provided an update on the current position of all schemes in the 2022/23 programme of work.</p> <p>Members of the Panel were reminded that funding of £407,600 had originally been allocated to Braintree Local Highways Panel</p>	

	<p>for the year 2022/23. Subsequently, further sums of £100,000 in 2021/22 and £200,000 in 2022/23 had been allocated, together with a sum of £177,594 following the re-profiling of schemes in 2021/22. It was reported that £656,000 of the Panel's budget had been allocated to various schemes within the programme of work and that £59,612 had been allocated specifically to casualty reduction schemes. This meant that a total of £169,582 was available for expenditure in 2022/23.</p> <p>In an update to the report, Members of the Panel were advised that the allocation of £200,000 in 2022/23 might not be available as Essex County Council was considering if this could be identified as a saving when setting the budget for 2023/24. No decision had been made to date. If supported, the proposal would result in the Panel's budget being overspent by approximately £30,500, but it would still be possible to deliver all the schemes in the 2022/23 programme.</p> <p>In discussing this Item, it was noted that the report referred to the estimated completion time for the following schemes as 'Quarter 3'. It was agreed that Kandice Louis and Dan Maclean, Essex Highways would clarify if the report should refer to 'Quarter 4' instead and amend the report if required.</p> <p>LBRA185004 – (Passenger Transport) Raised kerbs and hardstanding, East side bus stop, Grooms Lane, Western Road, Silver End Estimated Cost:- £22,500</p> <p>LBRA185005 – (Passenger Transport) Raised kerbs, West side bus stop, Grooms Lane, Western Road, Silver End Estimated Cost:- £10,000</p> <p>LBRA185008 – (Passenger Transport) Raised kerbs, Co-Op store, West side bus stop, Broadway, Silver End Estimated Cost:- £11,500</p> <p>LBRA185009 – (Passenger Transport) Raised kerbs, bus stop, Silver Street, Silver End Estimated Cost:- £11,500</p> <p>LBRA185011 – (Passenger Transport) Raised kerbs, Boars Tye Road bus stop, Boars Tye Road, Silver End Estimated Cost:- £11,500</p> <p>LBRA212039 – (Traffic Management) Provision of signage (roundels) at entrances to the village, Stisted Estimated Cost:- £6,000</p>	
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	Action By: Kandice Louis and Dan Maclean - Essex Highways. To clarify if schemes listed on the Funded Schemes 2022/23 report for estimated completion in 'Quarter 3' should be categorised for completion in 'Quarter 4', and to amend the report if necessary.	D Maclean (HLO Team Leader) and K Louis (HLO)
6.	<p>Schemes Awaiting Funding:</p> <p>Consideration was given to a 'Schemes Awaiting Funding' report, which included details of requests received for funding from the Panel's budget for the year 2022/23. It was noted that a sum of £169,582 remained in the capital budget for 2022/23 and that the total value of unallocated schemes on the 'Schemes Awaiting Funding' list was £90,500. Members of the Panel were not required to recommend which schemes should be included in the Panel's programme of work at this time, as this would be considered at a future meeting of the Panel. However, it was proposed that Members should endorse removal from the list of potential schemes some which had been assessed as having a 'red' status as they did not meet Essex County Council's criteria.</p> <p>In discussing this Item, specific reference was made to salt bins and it was agreed that information setting out Essex Highways' criteria for the provision of salt bins should be circulated to Members of the Panel.</p> <p>Action By: Dan Maclean - Essex Highways. To circulate to Members of the Panel information setting out Essex Highways' criteria for the provision of salt bins.</p> <p>Reference was also made to schemes for the provision of bus shelters, which were currently on hold pending the completion of a County-wide audit. Essex Highways' Passenger Transport Team had indicated that terms were being finalised with a bus shelter contractor and it was anticipated that the contractor would start delivering schemes with effect from 1st April 2023.</p> <p>DECISION:</p> <p>(1) That it be recommended that the following schemes, the status of which have been assessed as 'red' as they do not meet the criteria, are removed from the list of potential schemes:-</p> <p><u>Traffic Management</u></p> <p>LBRA212055 - Vehicle Activated Sign (VAS), Gages Road, Belchamp St Paul Estimated Cost:- Not known</p>	D Maclean (HLO Team Leader)

	<p>LBRA222043 – Pedestrian crossing, East Street, Coggeshall Estimated Cost:- Not known</p> <p>LBRA202023 – HGV signage, Elms Hall Road, Colne Engaine Estimated Cost:- Not known</p> <p>LBRA202002 – Traffic management improvements, Ashes Road, Cressing Estimated Cost:- Not known</p> <p>LBRA212042 – Parking, Jeffreys Road, j/w Claud Ince Avenue, Cressing Estimated Cost:- Not known</p> <p>LBRA192052 - Traffic calming measures, London Road, Feering Estimated Cost:- Not known</p> <p>LBRA212002 - Provision of salt bin, Vicarage Road, Finchingfield Estimated Cost:- Not known</p> <p>LBRA212013 – ‘Concealed entrance’ signage, The Street, Foxearth Estimated Cost:- Not known</p> <p>LBRA202020 – Traffic management improvements, Braintree Road, Gosfield Estimated Cost:- Not known</p> <p>LBRA222031 – Reduction in speed limit on leaving the village, Church Road (heading towards Gosfield lake), Gosfield Estimated Cost:- Not known</p> <p>LBRA202016 – Traffic management improvements, Braintree Road (close to Deer Park View), Great Bardfield Estimated Cost:- Not known</p> <p>LBRA212047 – Speed limit compliance, Bridge End Lane, Great Notley Estimated Cost:- Not known</p> <p>LBRA202018 - Traffic calming in the vicinity of Holy Trinity Church, Mount Hill, Halstead Estimated Cost:- Not known</p>	
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LBRA202029 – Signage, Chapel Hill, Halstead
Estimated Cost:- Not known

LBRA202031 – Traffic calming, Blue Bridge, Halstead
Estimated Cost:- Not known

LBRA212016 – 20mph zone, Churchill Avenue, Halstead
Estimated Cost:- Not known

LBRA222055 – Speed reduction measures, Mashey Road, Little Yeldham
Estimated Cost:- Not known

LBRA222036 – Signage request (cul de sac), Brise Close, Braintree
Estimated Cost:- Not known

LBRA222044 - Street scheme (planters), London Road, Feering
Estimated Cost:- Not known
(Note:- (Classified as 'red'). This scheme is within Braintree Eastern Division, not Braintree Town Division. K Louis to update the 'Schemes Awaiting Funding' report)

LBRA222048 – Salt bin, Tilbury Road, near Halstead in Hedingham Division
Estimated Cost:- Not known
(Note:- (Classified as 'red'). This scheme is not in Braintree. K Louis to update the 'Schemes Awaiting Funding' report)

LBRA202034 – Measures to reduce speeding, Long Gardens, Wickham St Paul
Estimated Cost:- Not known

LBRA212009 – Traffic management improvements, Blunts Hall Road, Witham
Estimated Cost:- Not known

LBRA212018 – 7.5 tonne weight restriction, Maltings Lane, Witham
Estimated Cost:- Not known

LBRA222039 – Speed reduction, Maltings Lane, Witham
Estimated Cost:- Not known

LBRA222045 – Speed reduction, Holst Avenue, Witham
Estimated Cost:- Not known

	<p>LBRA222052 – Speed reduction measures, Forest Road, Witham Estimated Cost:- Not known</p> <p><u>Walking</u></p> <p>LBRA223001 – Footway and safety measures for school children, Water Lane and Bridge Hall Road, Stisted Estimated Cost:- Not known</p>	
(2)	<p>That the following schemes be subject to the specific comments denoted:-</p> <p><u>Traffic Management</u></p> <p>LBRA172010 – Dedicated left hand lane and junction improvements from Colne Road to the Colchester bound carriageway of the A120, Coggeshall Estimated Cost:- Not known (Note:- (Classified as 'red'). D Maclean and K Louis to discuss this scheme with Councillor C Siddall, the Chairman of the Highways Panel, regarding a possible alternative option)</p> <p>LBRA202009 – 20mph zone/speed limit, White Court, Great Notley Estimated Cost:- Not known (Note:- (Classified as 'amber'). Councillor G Butland, Essex County Councillor for Three Fields with Great Notley Division, indicated that the location of this proposal was the crescent shaped entrance to the White Court estate, adjacent to London Road, Great Notley. Councillor Butland stated that he would confirm this in writing to D Maclean)</p> <p>LBRA222030 – Reduction to 50mph speed limit, bypass A131, Great Notley Estimated Cost:- Not known (Note:- (Classified as 'red'). The scheme relates to the route taken by pedestrians to The Astronomer Public House. As an alternative, it was suggested that 'pedestrians' warning signs could be erected on the approaches to the Public House. K Louis to revise the scheme and update the 'Schemes Awaiting Funding' report)</p> <p>LBRA212023 – Request to investigate speeding in the area, Maldon Road, Witham (Witham Southern Division) Estimated Cost:- Not known</p>	

	<p>(Note:- (Classified as 'red'). D Maclean to advise Councillor R Playle, Essex County Councillor for Witham Northern Division, if this scheme incorporates a similar proposal for the section of Maldon Road, Witham which falls within Witham Northern Division. The scheme requests for both stretches of road had been submitted at the same time)</p> <p>LBRA212036 – Local street improvements, St Mary's Square, High Street, Kelvedon Estimated Cost:- Not known (Note:- (Classified as 'in validation'). This scheme is in Kelvedon and within Braintree Eastern Division, not Braintree Town Division. K Louis to update the 'Schemes Awaiting Funding' report)</p> <p>LBRA192056 – Traffic calming on approach to zebra crossing, Church Road, Rivenhall Estimated Cost:- Not known (Note:- (Classified as 'red'). K Louis to clarify the current position and to advise Councillor R Playle, Essex County Councillor for Witham Northern Division, if anything can be done to slow down traffic on the approach to the zebra crossing eg. the provision of signage)</p> <p>LBRA212025 – Request for salt bins, junction of Crow Pond Road, Church Green and Old Dairy Hill, Hatfield Peverel Estimated Cost:- Not known (Note:- (Classified as 'green'). D Maclean to check the details of this scheme and whether the salt bins have already been replaced)</p> <p>LBRA202022 – Traffic calming, A1124, Colneford Hill, White Colne Estimated Cost:- Not known (Note:- (Classified as 'red'). K Louis to check whether or not this scheme is in validation and, if necessary, to update the 'Schemes Awaiting Funding' report)</p> <p>LBRA192062 – Improvements to road layout close to mini-roundabout, B1018 Braintree Road, Witham Estimated Cost:- £10,000 (Note:- (Classified as 'green'). K Louis to discuss the purpose of this scheme with Councillor R Playle, Essex County Councillor for Witham Northern Division)</p> <p><u>Walking</u></p>	
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	<p>LBRA213002 – Provision of footway from B1053 River Pant to just beyond Boydell's Farm, Shalford Estimated Cost:- Not known (Note:- (Classified as 'amber'). K Louis to send details of this scheme to Councillor G Butland, Essex County Councillor for Three Fields with Great Notley Division, for comment)</p> <p>Action By: Kandice Louis and Dan Maclean - Essex Highways, as indicated.</p>	<p>D Maclean (HLO Team Leader) and K Louis (HLO)</p>
7.	<p>Any Other Business:</p> <p><u>Kandice Louis - Highway Liaison Officer</u></p> <p>At the close of the meeting, Councillor C Siddall and other Members of the Panel wished to record their appreciation for the work being carried out by Kandice Louis - Highway Liaison Officer in processing scheme requests, which was having a significant impact.</p>	
8.	<p>Date of Next Meeting:</p> <p>It was noted that the next meeting of Braintree Local Highways Panel would take place in March 2023 on a date and at a time to be agreed. Members of the Panel would be advised of the date and time of the meeting via E-Mail.</p> <p>The meeting commenced at 5.00pm and closed at 5.56pm.</p> <p>Councillor C Siddall (Chairman)</p>	