

## BRAINTREE LOCAL HIGHWAYS PANEL MINUTES - 25th March 2021 11.00am

### Virtual Meeting (not held in public)

<b>Chairman:</b>	Councillor R Mitchell (Chairman) (ECC)
<b>Panel Members:</b>	Councillor J Abbott (ECC) Councillor Mrs J Beavis (ECC) Councillor G Butland (ECC) Councillor S Canning (ECC) Councillor Mrs W Schmitt (ECC)  Councillor Mrs M Cunningham (BDC) Councillor P Horner (BDC) Councillor R van Dulken (BDC) Councillor Mrs S Wilson (BDC)  Councillor J Bendall (BALC) Councillor D Gronland (BALC)
<b>Officers:</b>	Sonia Church - Highways Liaison Manager, Essex Highways Rissa Long – Highways Liaison Officer, Essex Highways Samir Pandya – Operations Strategy and Policy Manager (BDC)  Also in Attendance:-  Lisa Hinman (Area Manager, North Essex Parking Partnership)
<b>Secretariat:</b>	Alison Webb – Governance and Members Officer (BDC)  (ECC - Essex County Council) (BDC - Braintree District Council) (BALC - Braintree Association of Local Councils)

Item		Owner
1.	<b>Welcome and Introductions:</b>  Councillor R Mitchell welcomed everyone to the meeting.	

<p><b>2.</b></p>	<p><b>Apologies for Absence, Declarations of Interest and Public Questions:</b></p> <p><b>Apologies for Absence:</b></p> <p>Apologies for absence were received from Councillor D Finch (ECC)</p> <p><b>Declarations of Interest:</b></p> <p>There were no interests declared.</p> <p><b>Public Questions:</b></p> <p>The meeting was not held in public. There were no questions asked, or statements made.</p>	
<p><b>3.</b></p>	<p><b>Minutes:</b></p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 28th January 2021 were approved as a correct record.</p>	
<p><b>4.</b></p>	<p><b>Matters Arising from the Minutes of the Previous Meeting:</b></p> <p>There were no matters arising from the Minutes of the previous meeting.</p>	
<p><b>5.</b></p>	<p><b>Funded Schemes 2020/21:</b></p> <p>Consideration was given to a report on the Panel's Funded Schemes for 2020/21, which had been recommended for approval. The report provided an update on the current position of all schemes in the 2020/21 programme of work.</p> <p>In discussing this Item, Members were reminded that the Panel had previously agreed to four approved schemes being transferred from the programme of work for 2020/21 to the programme for 2021/22 due to an overspend within the programme for 2020/21. Members of the Panel were advised that it would be necessary to transfer a further four schemes from the programme of work for 2020/21 to the programme for 2021/22 due to unavoidable delays.</p> <p><b>DECISION:</b></p> <p>(1) That the report be noted.</p> <p>(2) That the following schemes, which had previously been included in the 2020/21 programme of work, be</p>	

	<p>transferred to the 2021/22 programme of work due to an overspend within the programme for 2020/21:-</p> <p>LBRA162022 - 20's Plenty, Valentine Way and School Road, Silver End Estimated Cost: - £4,500</p> <p>LBRA182030 - Gateway features, Hatfield Road, Terling Estimated Cost: - £6,000</p> <p>LBRA192012 – Installation of two bollards to protect a fire hydrant, Colchester Road, Bures Hamlet Estimated Cost: - £4,500</p> <p>LBRA198001 – Creation of a public right of way, Church Road, Rivenhall Estimated Cost: - £3,000</p> <p>(3) That the following schemes, which had previously been included in the 2020/21 programme of work, be transferred to the 2021/22 programme of work due to unavoidable delays.</p> <p>LBRA152140 - Upgrade of the existing pedestrian refuge to a signal crossing, B1389 Hatfield Road, Witham Estimated Cost:- £6,500 ('Walking') <i>Reason for delay:- An arboricultural assessment has identified issues with tree roots and it is recommended that trial holes should be dug to establish if installing connections is viable. Further funding is required to continue the feasibility study in 2021/22.</i></p> <p>LBRA175001 - Raised kerbs, High Street, Halstead Estimated Cost:- £27,500 ('Passenger Transport') <i>Reason for delay:- The works are 50% complete, but the presence of scaffolding is preventing completion of the scheme.</i></p> <p>LBRA162029 - Quiet Lane, Water Lane, Shalford Estimated Cost:- £5,000 ('Traffic Management') <i>Reason for delay:- The outline design has been completed, but consultation will not take place until Covid-19 restrictions have been lifted.</i></p> <p>LBRA204001 - Request to assess and determine the provision of a cycle route / walk way from Kelvedon to Earls Colne Estimated Cost:- £5,000 ('Cycling') <i>Reason for delay:- The complexity of the study.</i></p>	
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<p><b>6.</b></p>	<p><b>Schemes Awaiting Funding:</b></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 2021/22. Members of the Panel were requested to determine which of these schemes should be recommended for inclusion in a forthcoming programme of works. The total value of unallocated schemes on the potential schemes list was £1,055,500.</p> <p>It was reported that £407,789 had been allocated to Braintree Local Highways Panel for the year 2021/22. In addition, it was anticipated that a further £200,000 would be allocated to the Panel in June 2021 for expenditure in 2021/22.</p> <p>In discussing this Item, Members were reminded that on 17th September 2020 the Panel had agreed that four previously approved schemes should be transferred from the Panel’s programme of work for 2020/21 to the programme for 2021/22. These schemes were LBRA162022 - 20's Plenty, Valentine Way and School Road, Silver End, Estimated Cost £4,500; LBRA182030 - Gateway features, Hatfield Road, Terling, Estimated Cost £6,000; LBRA192012 – Installation of two bollards to protect a fire hydrant, Colchester Road, Bures Hamlet, Estimated Cost £4,500; and LBRA198001 – Creation of a public right of way, Church Road, Rivenhall, Estimated Cost £3,000.</p> <p>In addition, a further four schemes would be transferred from the programme of work for 2020/21 to the programme for 2021/22 due to unavoidable delays. These schemes were LBRA152140 - Upgrade of the existing pedestrian refuge to a signal crossing, B1389 Hatfield Road, Witham, Estimated Cost £6,500 (‘Walking’); LBRA175001 - Raised kerbs, High Street, Halstead, Estimated Cost £27,500 (‘Passenger Transport’); LBRA162029 - Quiet Lane, Water Lane, Shalford, Estimated Cost £5,000 (‘Traffic Management’); and LBRA204001 - Request to assess and determine the provision of a cycle route / walk way from Kelvedon to Earls Colne, Estimated Cost £5,000 (‘Cycling’).</p> <p>Funding for all eight schemes, which amounted to approximately £40,000 would be met from the Panel’s budget of £407,789 for 2021/22.</p> <p>It was also reported that funding would be required from the Panel’s budget for 2021/22 for a ‘safer roads’ scheme at Hatfield Peverel, the cost of which was estimated to be £5,000.</p> <p>Members were reminded that scheme LBRA182040 - Gateway features, Cressing village, Estimated Cost £16,000 would be</p>	
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	<p>funded by Cressing Parish Council and that it had been included on the schedule of 'Schemes Awaiting Funding' inadvertently.</p> <p>In considering this report, it was proposed that the majority of 'Traffic Management' schemes listed, which had been designated as 'green' and therefore met the criteria for implementation should be supported, with the exception of scheme LBRA142006- Carriageway widening, installation of a footpath and new kerbing, B1018 Braintree Road, Cressing, Estimated Cost £245,000 as this was likely to be implemented by other means. It was also proposed that only one of the proposed 'Quiet Lanes' schemes should be supported at this time.</p> <p>It was also proposed, that with the exception of scheme LBRA198001 – Creation of a public right of way, Church Road, Rivenhall, Estimated Cost £3,000 referred to above and scheme LBRA 173005 – Zebra crossing, Templars School, Cressing Road, Witham, Estimated Cost £67,000, none of the schemes which had been categorised on the schedule under 'Walking', 'Public Transport' and 'Public Rights of Way' should be recommended for approval at this stage. Instead, it was proposed that the anticipated additional budget sum of £200,000 should be allocated to these schemes and that Members of the Panel should recommend at the next meeting which schemes they considered should be given priority.</p> <p>A list of the schemes which had been recommended for approval in 2021/22 would be circulated to the Members of the Panel. The Members would also be requested to start identifying which of the 'Walking', 'Public Transport' and 'Public Rights of Way' schemes they would wish to be funded from the additional budget allocation of £200,000 in order that these could be recommended for approval at the next meeting of the Panel.</p> <p><b>DECISION:</b></p> <p>(1) As agreed at the Braintree Local Highways Panel meeting held on 17th September 2020, the following schemes which had previously been included in the 2020/21 programme of work, be transferred to the 2021/22 programme of work:-</p> <p>LBRA162022 - 20's Plenty, Valentine Way and School Road, Silver End Estimated Cost: - £4,500</p> <p>LBRA182030 - Gateway features, Hatfield Road, Terling Estimated Cost: - £6,000</p>	
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	<p>LBRA192012 – Installation of two bollards to protect a fire hydrant, Colchester Road, Bures Hamlet Estimated Cost: - £4,500</p> <p>LBRA198001 – Creation of a public right of way, Church Road, Rivenhall Estimated Cost: - £3,000</p> <p>(2) That the following schemes which had previously been included in the 2020/21 programme of work, be transferred to the 2021/22 programme of work due to unavoidable delays.</p> <p>LBRA152140 - Upgrade of the existing pedestrian refuge to a signal crossing, B1389 Hatfield Road, Witham Estimated Cost:- £6,500 ('Walking') <i>Reason for delay:- An arboricultural assessment has identified issues with tree roots and it is recommended that trial holes should be dug to establish if installing connections is viable. Further funding is required to continue the feasibility study in 2021/22.</i></p> <p>LBRA175001 - Raised kerbs, High Street, Halstead Estimated Cost:- £27,500 ('Passenger Transport') <i>Reason for delay:- The works are 50% complete, but the presence of scaffolding is preventing completion of the scheme.</i></p> <p>LBRA162029 - Quiet Lane, Water Lane, Shalford Estimated Cost:- £5,000 ('Traffic Management') <i>Reason for delay:- The outline design has been completed, but consultation will not take place until Covid-19 restrictions have been lifted.</i></p> <p>LBRA204001 - Request to assess and determine the provision of a cycle route / walk way from Kelvedon to Earls Colne Estimated Cost:- £5,000 ('Cycling') <i>Reason for delay:- The complexity of the study.</i></p> <p>(3) That funding of approximately £5,000 be allocated from the Panel's budget for 2021/22 for a 'safer roads' scheme at Hatfield Peverel.</p> <p>(4) That, as noted at the Braintree Local Highways Panel meeting held on 17th September 2020, the following scheme be removed from the schedule of 'Schemes Awaiting Funding' and not included in the 2021/22 programme of work as it is being funded and implemented by Cressing Parish Council:-</p>	
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	<p>LBRA182040 - Gateway features, Cressing Estimated Cost: - £16,000</p> <p>(5) That the following schemes be recommended for approval and included in the programme of work for 2021/22:-</p> <p><u>Traffic Management</u></p> <p>LBRA162033 - Quiet Lane, Woolpits Road, Great Saling Estimated Cost:- £8,000</p> <p>LBRA162064 - 20mph speed limit, Francis Way j/w Broadway, Silver End Estimated Cost:- £10,000</p> <p>LBRA182003 - Junction improvements, Manor Street, Braintree Estimated Cost:- £6,500</p> <p>LBRA182014 - Grasscrete / harden verge overrun works, B1024 Coggeshall Road, j/w Upper Holt Street, Earls Colne Estimated Cost:- £8,500</p> <p>LBRA182021 - Pedestrian guard railing / layby, School Road, Silver End Estimated Cost:- £14,500</p> <p>LBRA182025 - Gateway improvements at entrance and exit to village, A1017 Rowley Hill, Sturmer Estimated Cost:- £3,500</p> <p>LBRA182005 – Grasscrete, School Road, Silver End Estimated Cost:- £30,000</p> <p>LBRA182042 - Grasscrete / harden verge / parking, Church Road, Wickham St Paul Estimated Cost:- £5,500</p> <p>LBRA162074 – Improved Street lighting / Zebra crossing upgrade, Church Lane, Bocking Estimated Cost:- £10,500</p> <p>LBRA192003 – Fingerposts, Greenstead Green and Halstead Rural Estimated Cost:- £22,500</p>	
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	<p>LBRA192008 - Repeater signs and carriageway roundels, White Notley Estimated Cost:- £11,500</p> <p>LBRA192009 - 20's Plenty, Hall Drive, Gosfield Estimated Cost:- £4,000</p> <p>LBRA192013 – Provision of a box junction, Lawn Chase, Witham Estimated Cost:- £2,500</p> <p>LBRA192018 - Request to make a Bennett island one way, Park View leading to Patten Farm Road, Blackmore End Estimated Cost:- £6,500</p> <p>LBRA192044 – Assessment of improvements to the road layout, Feering Estimated Cost:- £6,500</p> <p>LBRA162020 – Layby, Finchingfield Road, Steeple Bumpstead Estimated Cost:- £26,000</p> <p>LBRA192046 - Junction improvements, Witham Road j/w Church Road, Black Notley Estimated Cost:- £6,500</p> <p>LBRA192048 - Road narrowing signage, Head Street, Halstead Estimated Cost:- £6,000</p> <p>LBRA192049 - Road narrowing signage, Tidings Hill, Halstead Estimated Cost:- £5,000</p> <p>LBRA192050 - 20's Plenty, Park Road, Earls Colne Estimated Cost:- £3,500</p> <p>LBRA192053 - Signage improvements, Parley Beams, Greenstead Green Estimated Cost:- £4,000</p> <p>LBRA192054 - Signage improvements, Great Maplestead Estimated Cost:- £7,500</p> <p>LBRA192055 - Directional signage for the village hall, museum and public toilets, Stoneham Street, Coggeshall Estimated Cost:- £3,000</p>	
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	<p>LBRA192057 - 20's Plenty, Beridge Road, Halstead Estimated Cost:- £5,000</p> <p>LBRA192058 - Grasscrete / verge protection measures, Temple Lane, Silver End Estimated Cost:- £5,500</p> <p>LBRA192059 - Grasscrete / verge protection measures, Broadway, Silver End Estimated Cost:- £5,000</p> <p>LBRA192062 - Request to look at improvements to the road layout close to the mini-roundabout, B1018 Braintree Road, Witham Estimated Cost:- £10,000</p> <p><u>Walking</u></p> <p>LBRA 173005 – Zebra crossing, Templars School, Cressing Road, Witham Estimated Cost:- £67,000</p> <p><b>Action By: Rissa Long, Essex Highways. To circulate a list of the schemes which have been recommended for approval in 2021/22 to the Members of the Panel and to request Members to identify which 'Walking', 'Public Transport' and 'Public Rights of Way' schemes they would wish to be funded from the additional budget allocation of £200,000 in order that these may be recommended for approval at the next meeting of the Panel.</b></p>	(HLO)
7.	<p><b>Any Other Business:</b></p> <p>There was no other business.</p>	
8.	<p><b>Date of Next Meeting:</b></p> <p>It was noted that the next meeting of Braintree Local Highways Panel was scheduled to take place on Thursday, 24th June 2021. The start time is to be confirmed.</p> <p>It was agreed that virtual meetings of the Panel should be held via 'Zoom' rather than 'Microsoft Teams.' As Essex Highways did not hold a licence with 'Zoom', it was agreed that meeting invitations should in future be sent by Braintree District Council which was licensed to do so.</p> <p>The meeting commenced at 11.00am and closed at 1.00pm.</p> <p style="text-align: center;">Councillor R Mitchell (Chairman)</p>	



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