

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

Meeting held ‘In Person’

Chairman:	Councillor C Siddall (Chairman) (ECC)
Panel Members:	<p>Councillor T Cunningham (ECC) Councillor R Playle (ECC) Councillor P Schwier (ECC) Councillor P Thorogood (ECC)</p> <p>Councillor J Ayten (BDC) Councillor M Cunningham (BDC) Councillor G Spray (BDC) Councillor R van Dulken (BDC)</p> <p>Councillor K Barnes (BALC)</p> <p>Councillor G McCoyd of Halstead Town Council was also in attendance as a prospective representative of (BALC).</p>
Officers:	<p>Kandice Louis - Highway Liaison Officer (EH) Dan Maclean – Highway Liaison Team Leader (EH) Samir Pandya – Operations Strategy and Policy Manager (BDC)</p> <p>Also in Attendance:- Lisa Hinman – Area Manager (North Essex Parking Partnership) Neil Jones – Lead Principal Planner (BDC)</p>
Secretariat:	<p>Alison Webb – Governance and Members Officer (BDC)</p> <p>(EH – Essex Highways) (ECC - Essex County Council) (BDC - Braintree District Council) (BALC - Braintree Association of Local Councils)</p>

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>Councillor C Siddall welcomed all attendees to the meeting and he invited everyone to introduce themselves.</p>	
2.	<p>Apologies for Absence, Declarations of Interest and Public Questions:</p>	

	<p>Apologies for Absence:</p> <p>Apologies for absence were received from Councillor L Bowers-Flint Councillor (ECC), G Butland (ECC), Councillor D Louis (ECC) and Councillor P Rawlinson (BALC).</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>	
<p>3.</p>	<p>Minutes:</p> <p>The Minutes of the meeting of Braintree Local Highways Panel held on 19th April 2023 were approved as a correct record and signed by the Chairman.</p> <p>Although it was stated that the apologies for absence of Councillor K Barnes (BALC) had not been recorded in the Minutes of the meeting held on 19th April 2023, it transpired subsequently that they had (Minute 2 page 2 refers). No amendments were therefore required to the Minutes.</p>	
<p>4.</p>	<p>Matters Arising from the Minutes of the Meeting Held on 19th April 2023:</p> <p><u>Minute 4 - 'Matters Arising'</u></p> <p>Reference was made to three action points which had been recorded in the Minutes of the Panel's previous meetings 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. It had also been reported that the guidance document was being updated. <u>Update:</u> It was reported that the revised version of the Speed Management Strategy was still awaited and that it would be circulated to the Members of the Panel when available. In the meantime, Dan Maclean indicated that he would circulate a copy of the existing document to the Members of the Panel.</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' mobile, automated speed</p>	<p>D Maclean (HLTL)</p>

<p>checking device and its cost to the Members of the Panel. ‘Tru-Cam’ incorporated number plate recognition which enabled fines to be imposed. The system could also be self-funding if Parish Council’s purchased capacity.</p> <p><u>Update:</u> - It was reported that the ‘Tru-Cam’ automated speed checking device was not being progressed at this time. It was understood that North Essex Parking Partnership (NEPP) had been asked to take the scheme forward. However, Lisa Hinman, Area Manager for NEPP indicated at the meeting that NEPP would not be able to do so as its remit was to deal with parked vehicles, not the speed of vehicles.</p> <p><i>In a post meeting note, Lisa Hinman indicated that NEPP’s Head of Parking had confirmed that no-one from Essex County Council, or elsewhere, had approached NEPP about the ‘Tru Cam’ initiative. Furthermore, a scheme operated by Maldon District Council, which had been referred to at the meeting, appeared to be in partnership with Essex Police, not Essex County Council.</i></p> <p>It was noted that the scheme in the Maldon District had been successful and that Parish Councils were keen for it to be implemented in the Braintree District.</p> <p>It was agreed that Councillor C Siddall the Chairman of the Panel, and Dan Maclean of Essex Highways should discuss the matter with Councillor L Scott, Essex County Council’s Cabinet Member for Highways and report back to the Panel.</p> <p><u>Damaged and Outdated Directional Signs</u></p> <p>At a previous 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><u>Action:</u> - 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; how a sum of approximately £100,000 allocated by Braintree District Council for such work in Braintree town might be utilised; and to ascertain the outcome of a joint discussion between Essex County Council and Braintree District Council on this matter.</p> <p><u>Update:</u> - It was reported that Essex County Council and Braintree District Council were liaising on this matter. It was also understood that the funding which had been made available should be used to repair/replace damaged signs working from Braintree town centre outwards. An update on progress would be provided to Members of the Panel as soon as possible.</p>	<p>Cllr C Siddall/D Maclean (HLTL)</p>
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<p><u>Minute 6 - Schemes Awaiting Funding</u></p> <p>Updates were provided on the following four schemes:-</p> <p>LBRA202030 – Safety measures, High Street, Earls Colne Estimated Cost:- Not known (Classified as ‘red’) It was reported that K Louis had investigated this scheme as requested and that following reconsideration, the classification remained as ‘red’. K Louis to discuss this scheme with Councillor C Siddall, Essex County Councillor for Halstead Division.</p> <p>LBRA212036 – Local street improvements, St Mary’s Square, High Street, Kelvedon Estimated Cost:- Not known (Classified as ‘red’) It was reported that K Louis had discussed this scheme with Councillor P Thorogood, Essex County Councillor for Braintree Eastern Division, as requested, and that the scheme had been reclassified as ‘green’ design only - cost £6,500.</p> <p>LBRA222055 – Speed reduction measures, Mashey Road, Little Yeldham Estimated Cost:- Not known (Classified as ‘red’) It was reported that K Louis had discussed this scheme with Councillor P Schwier, Essex County Councillor for Hedingham Division, as requested, and that the scheme had been reclassified as ‘in validation’.</p> <p>LBRA202022 – Traffic calming, A1124, Colneford Hill, White, Colne Estimated Cost:- Not known (Classified as ‘red’) It was reported that K Louis had discussed this scheme with Councillor C Siddall, Essex County Councillor for Halstead Division, as requested, and that the classification of the scheme remained as ‘red’.</p> <p><u>Minute 7 – Any Other Business</u></p> <p><u>Earls Colne to Kelvedon (EC2K) Cycleway Project</u></p> <p>Councillor C Siddall, the Chairman of the Panel, provided an update on the Earls Colne to Kelvedon (EC2K) Cycleway Project, which had been renamed ‘Greenway North Essex’.</p>	<p>K Louis (HLO)</p>
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	<p>Braintree Local Highways Panel had provided funding for two studies to be prepared by Sustrans. These had identified that the scheme could cost between £1.6 - £1.8m.</p> <p>As part of the cycleway would run through the Marks Hall Estate, Coggeshall, the newly appointed Trustees of the Estate had asked to review the scheme. This review had taken place and a Memorandum of Understanding had been agreed between Marks Hall Estate and 'Greenway North Essex'. It was reported that the extant planning permission for the route would expire in September 2023.</p> <p>The scheme was part of a larger project to provide a cycleway between Halstead and Kelvedon.</p>	
<p>5.</p>	<p>Funded Schemes 2023/24:</p> <p>Consideration was given to a report on the Panel's Funded Schemes for 2023/24, which had been recommended for approval. The report provided an update on the current position of all schemes in the 2023/24 programme of work.</p> <p>Members of the Panel were reminded that funding of £407,600 had been allocated to Braintree Local Highways Panel for the year 2023/24. This included a sum of £203,800 for improvement schemes, £144,189 for carriageway improvements and £59,611 for casualty reduction schemes.</p> <p>In discussing this Item, it was reported that the following scheme had been omitted from the report – 'LBRA195001 (Passenger Transport) Raised kerbs, Halstead Road, Gosfield Estimated Cost:- £9,500, Estimated Completion – Quarter 2'. As such, a total of £195,000 of the Panel's budget for improvement schemes had been allocated and £8,800 remained unspent.</p> <p>It was also reported that schemes which had a value of £63,500 could potentially be carried forward from the Panel's programme of work for 2022/23. This was subject to approval by Essex County Council.</p> <p>In discussing this Item, Councillor C Siddall the Chairman of the Panel, wished to record his thanks to Dan Maclean, Highway Liaison Team Leader, Essex Highways and Kandice Louis, Highway Liaison Officer, Essex Highways for their work in ensuring that the Panel's budget had been allocated.</p>	

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 2023/24.</p> <p>As discussed under the previous Item, Members of the Panel were reminded that funding of £407,600 had been allocated to Braintree Local Highways Panel for the year 2023/24, which included a sum of £203,800 for improvement schemes, £144,189 for carriageway improvements and £59,611 for casualty reduction schemes. As a total of £195,000 of the Panel’s budget for improvement schemes had been allocated and £8,800 remained unspent, it was not proposed that Members of the Panel should recommend any more schemes for approval.</p> <p>However, it was proposed that Members should endorse removal from the list of potential schemes those schemes which had been categorised as ‘red’ as they did not meet Essex County Council’s criteria.</p> <p>DECISION:</p> <p>(1) That it be recommended that the following schemes, the status of which has 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>LBRA212048 – Gateway signage, Sheepcot Road and various roads, Castle Hedingham Estimated Cost:- Not known</p> <p>LBRA212041 – Junction safety measures, Tey Road j/w Colne Road, Coggeshall Estimated Cost:- Not known</p> <p>LBRA202019 – ‘20’s Plenty’ scheme, Colne Engaine Primary School, Colne Engaine Estimated Cost:- Not known</p> <p>LBRA212054 – Pathway resurfacing, Benton Close, Cressing Estimated Cost:- Not known</p> <p>LBRA212028 – Kerbing works, Colneford Hill/ Colne Park Road, White Colne Estimated Cost:- Not known</p>	
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	<p>advise Councillor R Playle, Essex County Councillor for Witham Northern Division of the situation).</p> <p>Action By: Kandice Louis - Essex Highways, as indicated.</p>	
<p>7.</p>	<p>Revenue Spend – Traffic/Speed Survey Requests 2023/24</p> <p>Consideration was given to a report on requests which had been submitted for traffic/speed surveys to be carried out and funded from Braintree Local Highways Panel’s revenue budget for 2023/24.</p> <p>It was reported that the Panel’s total revenue budget for 2023/24 amounted to £5,000 and that 15 schemes had been submitted for funding, which had a total value of £5,812. It would not be possible therefore to accept any more requests, or to fund all the schemes submitted. A decision would be required as to which schemes should be supported. It was noted that one of the schemes, LBRA192018, would be funded as this was a re-commissioned scheme.</p> <p>As a way forward, it was proposed that the £5,000 budget allocation should be divided equally between the eight Essex County Council Divisions within the Braintree District and that the County Councillors representing those Divisions should advise Officers within the Essex Highways Team as to which schemes, if any, they wished to be considered.</p> <p>It was proposed that the position should be reviewed at the next meeting of the Panel and that a decision should be made at the Panel’s meeting to be held in January 2024 regarding expenditure of any unallocated funds. It was also agreed that Dan Maclean of Essex Highways should circulate details of the cost of undertaking traffic/speed surveys to the Members of the Highways Panel.</p> <p>Action By: Dan Maclean - Essex Highways. To circulate details of the cost of undertaking traffic/speed surveys to Members of the Panel and to request Essex County Councillors to indicate prior to the next meeting of the Panel which schemes within their respective Divisions they wished to progress, if any.</p>	<p>Dan Maclean (HLTL)</p>
<p>8.</p>	<p>Any Other Business:</p> <p><u>40mph Speed Restrictions on A120 Braintree</u></p> <p>A Member of the Panel referred to a 40mph speed restriction which was currently in place along the stretch of the A120 between Marks Farm roundabout and Galleys Corner</p>	

	<p>roundabout, Braintree due to roadworks taking place daily between the hours of 8.00pm and 6.00am.</p> <p>The Member questioned whether the speed restriction was in force at all times of the day and night, or just between the hours that roadworks could potentially be taking place. It was reported that this stretch of road was managed by National Highways and that the speed restriction was enforceable at all times due to the central safety barrier not being present along parts of the road.</p> <p><u>Kandice Louis - Highway Liaison Officer, Essex Highways</u></p> <p>At the close of the meeting, the Chairman announced that Kandice Louis - Highway Liaison Officer, Essex Highways would be stepping down from her responsibilities for Braintree Local Highways Panel. On behalf of Members of the Panel, the Chairman expressed thanks to Kandice for her work, which had helped to secure the implementation of a number of highway schemes. The Chairman wished Kandice well for the future and success in her new role.</p> <p>Kandice thanked the Chairman and the Members of the Panel for their support during her time in the role of Highway Liaison Officer, which she had enjoyed. Kandice was pleased to report that her new role would involve project management work within Essex Highways, which would include assisting the Braintree Panel.</p>	
<p>9.</p>	<p>Date of Next Meeting:</p> <p>It was noted that the next meeting of Braintree Local Highways Panel would take place 'in person' on Thursday, 21st September 2023 at Causeway House, Bocking End, Braintree starting at 5.00pm.</p> <p>The meeting commenced at 5.00pm and closed at 6.00pm.</p> <p style="text-align: center;">Councillor C Siddall (Chairman)</p>	