

**MALDON DISTRICT LOCAL HIGHWAYS PANEL
AGENDA - FRIDAY 15 MARCH 2019 AT 9.15 AM
COUNCIL CHAMBER - COUNCIL OFFICES, PRINCES
ROAD, MALDON**

Chairman	Councillor M F L Durham, CC
Vice-Chairman	Councillor R Pratt, CC
Panel Members	Councillors Mrs B F Acevedo H M Bass Mrs P A Channer, CC M S Heard Parish Councillor John Anderson
Officers	Sonia Church, Jon Simmons
Committee Clerk	Berna Casey

1. **Welcome and Introductions**
2. **Apologies for Absence**
3. **Minutes of the last meeting** (Pages 3 - 12)

Minutes of the last meeting held on 14 December 2018, to be agreed as a correct record, (copy enclosed).

4. **Matters Arising**

Matters arising from the Minutes of the previous meeting.

5. **Approved Works Programme Update - March 2019**

To consider the report of the Highways Liaison Officer, (copy enclosed).

6. **Potential Schemes List (Version 31)**

To consider the report of the Highways Liaison Officer, (copy enclosed).

7. **Section 106 Programme 2018/19**

To consider the report of the Highways Liaison Officer, (copy enclosed).

8. **Maldon District Highway Rangers - Works Summary to December 2018 and Revenue Spend Update 2019/20**

To consider the report of the Highways Liaison Officer, (copy enclosed).

9. **Any other business**

To agree the dates of the meetings for 2019/20: -

- Friday 14 June 2019,
- Friday 6 September 2019,
- Friday 6 December 2019
- Friday 6 March 2020.

MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 14 DECEMBER 2018 at 09:15hrs

COUNCIL CHAMBER, PRINCES ROAD, MALDON

Chairman:	Councillor M Durham
Panel Members:	Councillors Mrs B F Acevedo, J Anderson, H Bass, Mrs P A Channer and R Pratt
Officers:	Sonia Church – Highways Liaison Manager Jon Simmons – Highways Liaison Officer
Secretariat:	Berna Casey

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>The Chairman welcomed all to the meeting. He asked that, for the benefit of the new Committee member, Parish Councillor John Anderson, all present introduce themselves clarifying their role in the meeting.</p>	Chairman
2.	<p>Apologies for absence:</p> <p>There were none.</p>	All
3.	<p>Minutes of meeting:</p> <p>The Minutes of the meeting held on 28 September 2018 were Received and Confirmed.</p>	Chairman
4.	<p>Matters Arising from Minutes of the previous meeting:28 September 2018</p> <p>Councillor Mrs P A Channer raised the issue of a Local Highways Panel (LHP) scheme for Coleridge Road. The Highways Liaison Officer advised that he would deal with this under Agenda Item 7 today as it was on the Potential Schemes List.</p> <p>Councillor Heard expressed thanks to Mr Simmons for his assistance with both the repairs in Orchard Road and the signage for the Police Station.</p>	Jon Simmons



<p>5.</p>	<p><u>2019/20 Casualty Reduction Scheme - B1018 Burnham Road j/w Green Lane – Intervention works: Provision of upgraded chevron signing, stick on road studs and improvements to signage.</u></p> <p>The Highways Liaison Officer gave a verbal briefing on the above and provided all Panel members with a hardcopy schematic of the location.</p> <p>He took the panel through the findings of the study relating to personal injury collisions at the location which showed a pattern of vehicles losing control in either direction along 1018 Burnham Road. Upgrading the chevron signing would help motorists negotiate the bend in both directions. The provision of reflective stick-on road studs would further highlight the bend during hours of darkness. Improving the signage on the approaches to, and on the bend, would ensure motorists are adequately warned of the bend and its layout.</p> <p>He informed the Panel that costings on this work would be available for the March meeting of the Panel and outlined the remedial measures to be taken as follows:</p> <ul style="list-style-type: none">• Remove existing chevron signs from the bend and provide a number of single, double backed chevron signs with yellow borders around the extents of the bend, to better guide motorists;• Provide reflective stick-on road studs around the extents of the bend, to further highlight the bend during the hours of darkness;• Provide a ‘Junction on the outside of the bend ahead’ warning sign to TSRGD 512.1 along the northbound approach to the bend with a ‘SLOW’ road marking;• Provide a ‘SLOW’ road marking at the existing ‘Junction on the outside of a bend ahead’ warning sign (see Image 1, above) along the eastbound approach to the bend;• Replace damaged direction signing at junction and on northbound approach to the bend. <p>Councillor Pratt, in addition to the findings, said that vehicles turning right from Althorne experienced great difficulty due to raised kerbs. It was agreed that this was considered for inclusion within the proposed remedial measures and an update would be provided at the March meeting.</p> <p>Councillor Mrs Acevedo said that this would be a great improvement and save money as it would ensure signage was not constantly knocked down by vehicles having to reverse at difficult angles.</p>	
<p>6.</p>	<p>Approved Works Programme Update 2018/19:</p> <p>Received the Approved Work Programme, an updated version of which was circulated to Panel Members, that contained scheme descriptions and allocated budgets for schemes.</p>	



It was noted that those schemes shaded green were completed. Where an update had been provided by Officers, this was shaded in yellow and schemes that had been cancelled were shaded grey.

The Highways Liaison Officer took the Panel through the list:-

Item 1 - LMAL162104 - B1010 Lower Burnham Road, Althorne – Traffic Management Improvements – Noted that this scheme was completed. Councillor Mrs Acevedo reported that this work had caused a lot of upset in the village. Complaints that the gateway treatment was in the wrong place and would have been more effective at the entrance or exit to the village.

The Highways Liaison Officer advised that the request for improvement was originally in the 40mph section. Following speed surveys the compliance with the 40mph was reasonable to good whilst within the 30mph in the built-up area of Althorne compliance was poor. The scheme validation recommended improvements to the size and frequency of the 30mph repeater signs and suggested that the gateway treatment be positioned at the juncture of the 40 to 30mph speed limits to slow people down as they enter the 30mph.

A number of Panel Members noted that this work was not very visible. The Highways Liaison Officer advised that they would let the scheme bed-in for now but should it continue to be problematic they could look at further measures.

The Highways Manager reminded Members that the scheme specification had been agreed by the Panel. Furthermore, it may require submission of a new scheme proposal to rectify the situation. In the meantime, given that some Panel Members local to the area did not notice the measures, she would visit the site and re-assess the situation. It was agreed that findings from the Highways Manager assessment and a budget update be reported back to Panel Members prior to the next meeting.

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Item 5 - LMAL172002 - B1010 Fambridge Road, Haze leigh - Village Gateways – Noted that this scheme was now completed.

Item 6 - LMAL152049 Four sites Hybridge - Village Gateways –Noted that these 3 scheme designs have been completed and one is being finalised with the Parish.

Item 7 – LMAL 172003 – The Causeway/The Square/The Street, Hybridge – Roundabouts improvements – Noted that this scheme was moved from the Potential Schemes list to the Approved Works Programme at the September 2018 meeting as a result of savings from the Direct Delivery Gang (DDG).



Item 9 LMAL 162088 – Witham Road j/w Lea Lane, Little Bracted – HGV Signage – Noted that this was scheme was brought into the Approved Works Programme through savings from the DDG. It was suggested that given the HGV problems, it would be worth including discussions with the Commodity Centre in the feasibility study. This was agreed.

Item 10 LMAL162069 - Wants Road (Between j/w Queens Street to j/w High Street), Maldon - One-way/Residents Parking Scheme – Scheme was implemented in October 2018.

Noted that the issue of light pollution, which impacted on one residential property, had been reported to the design engineer and the Highways Liaison Officer would report back. The scheme had been through a road safety audit and this picked up some issues re signage. The parking partnership was also implementing additional parking signs in Wantz Chase advertising the parking zone. It was clarified that specific parking bays had not been provided in order to allow residents to park safely within the parking zone itself.

Item 12 LMAL172028 Keats Close, Maldon – Bollards – Noted that this was another scheme agreed for inclusion at the September 2018 meeting funded from savings through the DDG. These are retractable bollards and to ensure it is acceptable the design is with Councillors and colleagues from the Parks Department for feedback.

Item 13 LMAL185002 - Fambridge Road near Wallace Binder Close, Maldon - Bus cages – Noted agreed at the September 2018 meeting and funded through savings from the DDG.

Item 17 LMAL152017 Church Street, Tolle bury - Dropped kerbs & Item 18 LMAL162093 - Parish Rooms, Church Street, Tollesbury - Pedestrian access improvements – Noted that these will be delivered together as a package of works.

Item 19 LMAL162039 - Witham Road/The Street, Wickham Bishops - Priority Working/Build Outs/Village Gateways – Noted this was a feasibility study and the recommendation was a gateway treatment in the first stage. There was now a scheme on the Potential Schemes List for gateway treatments in Wickham Bishops and subject to the panel approving the funding this could be a scheme on the 2019/20 Approved Works Programme.

Item 20 LMAL152057 - Herbage Park Road/Church Hill/Rectory Road, Woodham Walter - Speed limit repeater sign improvements – Noted as completed

Item 21 LMAL172015 - West Bowers Road j/w Stay's Road, Woodham Walter Rolling Programme – Noted that there was a lack of signage for national cycling network 1. A design was produced and



	<p>shared with parish councillors. They favoured road marking which was not appropriate for a cycle route. It was agreed that a wooden post with a small marker be put in place. This was in line with national cycling network signage in a rural environment.</p> <p>The Highways Liaison Officer, addressing the issue of the 3 rolling programme schemes with a total cost of £20,000, clarified the options for the Panel. These were to consider leaving the schemes on the Rolling Programme, moving them to the Potential Schemes List 2019/20 or bringing them onto the Approved Works Programme 2019/20.</p> <p><u>Item 22 LMAL158004 - Footpath 4 (Clevedon Road to Goat Lodge Road), Great Tatham – Prow</u> – Agreed that this remain on the Rolling Programme.</p> <p><u>Item 23 LMAL162071 - Lime brook Way j/w Wants Road, Maldon - Traffic Management Improvements</u> – Agreed that this was a priority scheme going forward.</p> <p><u>Item 24 LMAL165017 - Outside The Lower Plume School, Mill Road, and Maldon -Passenger Transport</u> – Agreed that this was a priority scheme that impacted on the perception of the area. It was also suggested that the Town Council be approached to see if they could support part funding the work.</p> <p>It was further noted that the Highways Liaison Officer would add a column to both the Approved Works Programme 2019/20 and the Potential Schemes List 2019/20 indicating with a 'P' those schemes previously prioritised by the Panel, for ratification at the meeting on 15 March 2019.</p>	
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7.	<p>Potential Schemes List for consideration of Panel in 2018/19:</p> <p>The Highways Liaison Officer advised that the County Council will be setting budgets at their February 2019 Full Council meeting and that it was expected the Maldon District Local Highways budget would be similar to that set last financial year, a capital budget of £200,000. The safer road scheme costings would be known in March 2019, but today the Panel could make some decisions in the region of this budget to be ratified at the March meeting, together with schemes suitable for delivery by the DDG. It was agreed that schemes impacting on public safety be prioritised.</p> <p>Public Rights of Way – Total value of schemes £100,500</p> <p><u>Item 1 - Byway 32 Purling (Round bush Road to Howe Green Road) Improve drainage, rebuild surface, install heavy duty removable bollards</u> – Agreed that the Highways Liaison Officer would investigate the level of byway usage and importance with the Public Rights of Way Team and report back to the Panel at the next meeting.</p> <p><u>Item 2 - Handley's Lane, between Clevedon Road and Handley's Lane roadway, Wickham Bishops - Surface improvements to byway to allow all year round usage</u> – Noted that the Highways Liaison Officer would bring a report on the middle section to the next meeting for consideration by the Panel.</p> <p>Passenger Transport – Total value of schemes £49,000</p> <p>The Panel noted that there were a large number of bus tops without shelters and discussed whether this was the best way to spend the Local Highways Panel budget.</p> <p>The Chairman reported that Councillor Bentley, Cabinet Member for Infrastructure, was looking to Councils to identify issues that can be devolved down to Parish and Town Council level and that this met the brief. The Panel agreed that some intelligence gathering take place with Passenger Transport to use as supporting evidence when writing to Councillor Bentley.</p> <p>Walking – total value of schemes £12,000</p> <p>Noted that this was another area that could be devolved to Parish and/or Town Councils.</p> <p><u>Item 1 - B1010 Chelmsford Road (Spar Lane to Edge ware Veterinary Practice), Purleigh - Extension of existing footway</u> – Agreed that information be sought from Purleigh Parish Council prior to coming to a decision.</p>	Jon Simmons
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Item 2 - Church Road (Holt Drive to Blacksmiths Lane) and Arbour Lane (Blacksmiths Lane to Grange Road), Wickham Bishops – Noted and agreed that this remain on the list for now.

Traffic Management –total value of schemes £179,00

The Highways Liaison Officer took the Panel through some updates as follows:-

Item 8 - Maldon Road/Hall Road/Walden House Road/Prince of Wales Road, Great Tatham Parking improvements at junctions - Noted that this came under the remit of the Parking Partnership and be removed from the list.

Item 11- O/s 1-8 Luting Road, Langford - Request for 40mph speed – Noted that the speed data results showed the scheme was not required. The Panel agreed that this be removed from the list.

Item 15 - Market Hill j/w High Street, Maldon - Improved signage to Car Parks - Noted that this scheme be removed from the list as it did not represent a safety issue. This was agreed.

Item 16 - Fambridge Road, near j/w Granger Avenue, Maldon -Traffic management improvements – Noted that this scheme be removed from the list as it did not constitute a safety issue and this view was supported by the speed survey results. This was agreed by the majority of the Panel. Councillor Mrs P A Channer wished it recorded that she did not agree with removing the scheme from the list as other factors can impact.

Item 17 - Near 20 Coleridge Road, Maldon - Measures to stop vehicles parking on footway and adjust fall of footway away From the property – Noted that as a result of the validation the suggestion was to put in bollards. This was agreed.

Item 23 - Old Heath Road, Southminster - Traffic management improvements and request for Quiet Lane status – Noted that the policy for this status is that the existing 85th percentile speeds are under 35mph. However speeds recorded were above this level therefore 'Quiet Lane' status cannot be granted. The Panel agreed to remove the scheme from the list

Item 26 - Woodrolfe Road, Tollesbury - Surfacing in front of seawall Noted that this is a Highways matter and the scheme is still in validation.

Item 29 – Beckingham Street/Tolleshunt D'Arcy Road, Tolleshunt Major - Junction improvements –Noted that this scheme was not a safety issue and removal of the Bennet Junction could increase

	<p>speeds. The Panel agreed that this scheme be removed from the list</p> <p><u>Item 32 - B1018 Langford Road, Wickham Bishops - Carriageway improvements</u> - Noted that this scheme could be considered by the Panel for a funding recommendation at the March meeting..</p> <p><u>Item 33 - Tiptree Road, Wickham Bishops - Footway to link new development to Witham Road</u> – Noted that this scheme be brought forward as a priority to be ratified at the March meeting.</p> <p><u>Item 34 - Near 25 Wellands, Wickham Bishops - Bend warning sign & SLOW road marking-</u> Noted that this was not a safety issue. The Panel agreed to remove the scheme from the list.</p> <p><u>Item 35 - Ravello, Maypole Road, Wickham Bishops - Signage improvements to improve sight lines</u> – Noted that this scheme was not in Wickham Bishops and that the property owner had approached Essex Highways Solutions to implement as a Third Party scheme. The Panel agreed that this scheme be removed from the list.</p> <p>On a procedural matter the Panel requested that the name of the Councillor making the scheme request be recorded. This was agreed.</p> <p>It was noted that all final scheme decisions, including outstanding studies, would be ratified at the 15 March Panel meeting.</p>	
<p>8.</p>	<p>Section 106 Schemes Update: 2018/19</p> <p>The Panel noted the update.</p>	<p>Jon Simmons</p>
<p>9(a).</p>	<p>Highways Rangers Update and Revenue Budget 2018/19:</p> <p>Councillor Mrs Acevedo asked if the rangers could deal with signage that required re-aligning. The Highways Manager said that, as it was a liability issue, it would be the decision of the rangers themselves to decide which jobs are suitable.</p> <p>The Highways Liaison Officer, in response to a query, said that at the moment the Direct Delivery Gang (DDG) only implement some minor highway schemes and that these are recorded on the Approved Works Programme 2019/20.</p> <p>Councillor John Anderson reported that the rangers were very supportive in their area cutting back hedges etc.</p> <p>The Panel noted the content of the report and the excellent work to date.</p>	



9(b)	Revenue Spend Update The Highways Liaison Officer took the Panel through the Revenue spend to date. The Panel noted the Revenue Spend Update.	
10.	Any Other Business: <u>Signage</u> The Highways Liaison Officer, in response to previous signage queries, advised the panel that he would re-circulate to all Members the Maldon Signage Review report from Mr M Row, Highways Design Engineer. <u>Changes to Highways Panels Terms of Reference</u> The Highways Manager advised the Panel that under the new arrangements, going forward, all schemes would be filtered through the County Member and require their support. It was noted that this was not a major departure from the current arrangements at Maldon District Council Highways Panel. <u>Communication</u> Cllr heard raised concerns around road works on Washington Road and the nearby area. It was noted that the communication around street works was outside the remit of the Local Highways Team. This was a statutory undertaking that would require a work permit from the Essex Highways Street Works Team. Information and updates on this type of work can be found at the website www.roadworks.org All road works under the Road Traffic Regulation Act 1984 – Section 14(1) were notified to Members via Committee Services. In response to a query regarding difficulties experienced by refuse trucks on narrow roads, the Highways Liaison Officer advised that this be referred to the South Essex Parking Partnership for any necessary parking restrictions. Councillor Bass asked that at the next meeting the Panel consider giving access to the public at future meetings. It was noted that the new draft terms of reference were awaiting final approval by Councillor Bentley prior to uploading to the website. However the general consensus was that each panel choose how to manage their own local arrangements. It was noted that Panel Members were there to represent the public and that decisions will still be down to Panel members alone going forwards. The Chairman said that it was best to wait until the meeting on 15 March 2018 to discuss this issue in more detail. He then asked	JS

	<p>Councillor Anderson if he reported back to the Essex Association of Local Councils (EALC). In response Councillor Anderson said that he would report back to both the EALC and the Dengie Hundred Parish Councils. He added that he had learnt a lot from both this meeting and his meeting with the Highways Liaison Officer.</p> <p>The general consensus was that the work of the Panel was good; priorities had been made and worked progressed efficiently.</p>	
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The meeting closed at 11:25am