

BRAINTREE LOCAL HIGHWAYS PANEL MINUTES – 19th April 2023 at 5.00pm

Meeting held ‘In Person’

Chairman:	Councillor C Siddall (Chairman)	(ECC)
Panel Members:	Councillor Mrs L Bowers-Flint	(ECC) (from 5.08pm)
	Councillor T Cunningham	(ECC)
	Councillor D Louis	(ECC)
	Councillor R Playle	(ECC) (until 6.32pm)
	Councillor P Schwier	(ECC)
	Councillor Mrs M Cunningham	(BDC)
	Councillor P Euesden	(BDC)
	Councillor R van Dulken	(BDC)
	Councillor Mrs S Wilson	(BDC)
	Councillor G Warren	(BALC)
Officers:	Kandice Louis - Highway Liaison Officer (EH). 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.	<p>Welcome and Introductions:</p> <p>Councillor C Siddall welcomed all attendees to the meeting and he invited everyone to introduce themselves.</p> <p>In particular, Councillor Siddall was pleased to welcome Councillor G Warren who had recently been appointed to Braintree Local Highways Panel as a representative of (BALC).</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 K Barnes (BALC), Councillor G Butland (ECC), N Jones (BDC) 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 12th January 2023 were approved as a correct record and signed by the Chairman.</p>	
<p>4.</p>	<p>Matters Arising from the Minutes of the Meeting Held on 12th January 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 two 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. <u>Update:</u> It was reported that the guidance document was being updated and it would be circulated when available.</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 an update on this matter was awaited.</p> <p><u>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><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 proposed that a list of damaged and outdated signs should be prepared.</p>	
<p>5.</p>	<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 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 £689,000 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 £136,582 would have remained in the 2022/23 capital budget. However, it was noted that as the £200,000 additional funding for all 12 Local Highways Panels had not been released, the actual budget position was minus £63,418.</p> <p>In discussing this Item, it was reported that the following six schemes, including the funding allocated to them, would be carried over for completion in 2023/24.</p> <p>LBRA193004 – (Walking) Design for dropped kerbs, East Street, Coggeshall Estimated Cost:- £2,000</p> <p>LBRA193006 – (Walking) Design for improvements to crossings at Coggeshall Road, Railway Street and Courtauld Road, Braintree Estimated Cost:- £10,000</p> <p>LBRA212039 – (Traffic Management) Provision of signage (roundels) at entrances to the village, Stisted Estimated Cost:- £6,000</p>	

	<p>LBRA192018 – (Traffic Management) Design for provision of Bennett island one way, Park View leading to Patten Farm Road, Blackmore End Estimated Cost:- £6,500</p> <p>LBRA193005 – (Walking) Design for zebra crossing, Rickstones Road, Witham Estimated Cost:- £6,500</p> <p>LBRA152140 – (Walking) Design for upgrade of existing pedestrian refuge to a signalised crossing B1389 Hatfield Road, Witham Estimated Cost:- £32,500</p> <p>It was also reported that the following schemes had been cancelled. It was not known how much of the funding allocated to these schemes would be carried over to the 2023/24 financial year as this was dependent on how much had already been spent on them.</p> <p>LBRA192046 – (Traffic Management) Design for junction improvements, Witham Road j/w Church Road, Black Notley Estimated Cost:- £6,500</p> <p>LBRA193009 – (Walking) Dropped kerbs, Jefftrey’s Road, j/w Mill Lane, Cressing Estimated Cost:- £6,500</p> <p>LBRA198001 – (Public Rights of Way) Feasibility study into the creation of a Public Right of Way, Church Road, Rivenhall Estimated Cost:- £3,000</p> <p>LBRA185010 – (Passenger Transport) Raised kerbs, Boars Tye Road bus stop, Silver Street, Silver End Estimated Cost:- £9,000</p> <p>LBRA185011 – (Passenger Transport) Raised kerbs, Boars Tye Road bus stop, Boars Tye Road, Silver End Estimated Cost:- £11,500</p> <p>LBRA163006 – (Walking) Provision of footway, Boars Tye Road, Silver End Estimated Cost:- £45,500</p> <p>LBRA168003 – (Public Rights of Way) Public Right of Way improvements, Byway 43, Steeple Bumpstead Estimated Cost:- £45,500</p>	
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<p>6.</p>	<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>Members of the Panel were advised that Essex County Council had agreed that funding for all Local Highways Panels should remain the same as in 2022/23. This amounted to £407,600 for the Braintree Panel. As in 2022/23, a proportion of the Panel’s fund, amounting to £59,612, would be allocated to casualty reduction schemes. In addition, in 2023/24 part of the Panel’s fund would be set aside for carriageway improvement schemes. This would amount to £144,189. This would reduce the budget available to the Panel. However, for 2023/24 an additional £203,800 had been allocated to the Panel for footway schemes and a further £203,800 had been allocated to the Panel for footway minor works.</p> <p>It was reported that details of proposed carriageway improvement schemes; footway schemes; and footway minor works would be sent to Members of the Panel, who would be asked to prioritise the schemes that they wished to be undertaken in 2023/24.</p> <p>As referred to when considering the previous Item, Members of the Panel were reminded that six schemes programmed for completion in the financial year 2022/23, including the funding allocated to them, would be carried over for completion in 2023/24. However, as Essex County Council would be required to sign off these schemes before they could progress it was unlikely that this would occur until June 2023. In the circumstances, it was proposed that the Panel should agree to recommission these schemes so that funding would be available for re-allocation when available. These schemes had a total value of £63,500.</p> <p>It was also proposed that the schemes listed on the ‘Schemes Awaiting Funding’ report which had been categorised as ‘green’, with the exception of the following three schemes, should be recommended by the Panel for approval and included in the Panel’s programme of work for 2023/24.</p> <p>LBRA203002 – (Walking) Design for new footway, Water Lane, Steeple Bumpstead Estimated Cost:- £26,000</p> <p>LBRA225001 – (Passenger Transport) Design for extension of double yellow lines, Colchester Road, Halstead Estimated Cost:- £6,500</p>
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	<p>LBRA225004 – (Passenger Transport) Design for bus stop improvements, Braintree Road, Witham Estimated Cost:- £6,000</p> <p>It was also proposed that Members should endorse removal from the list of potential schemes some of 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 the following schemes be recommended for approval and included in the programme of work for 2023/24:-</p> <p><u>Traffic Management</u></p> <p>LBRA212035 – Hardened verge, 43-53 Kelvedon Road, Coggeshall Estimated Cost:- £6,500</p> <p>LBRA192051 – Quiet lane, Oak Road, Halstead Estimated Cost:- £5,000</p> <p>LBRA212015 – Safety measures, Station Road/Terling Road, Hatfield Peverel Estimated Cost:- £4,500</p> <p>LBRA212022 – 20mph speed limit, Church Road, Hatfield Peverel Estimated Cost:- £5,500</p> <p>LBRA212029 – Gateway features at main entrances to Hatfield Peverel/Nounsley Estimated Cost:- £8,000</p> <p>LBRA212020 – Restoration and preservation of metal fingerpost signage, Station Road, j/w High Street, Kelvedon Estimated Cost:- £4,000</p> <p>LBRA222001 – Safety measures, Rayne Road, Braintree Estimated Cost:- £12,000</p> <p>LBRA192042 – Refurbishment/replacement of fingerposts, Fairstead Estimated Cost:- £10,000</p>	
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	<p>LBRA192062 – Improvements to road layout close to mini-roundabout, B1018 Braintree Road, Witham Estimated Cost:- £10,000</p> <p>LBRA222034 – Replacement, repositioning and illumination of signage, Powers Hall End and Chipping Hill, Witham Estimated Cost:- £6,500</p> <p><u>Walking</u></p> <p>LBRA223002 – Installation of tactile paving on dropped kerbs at crossing point, Bridge End Lane, Great Notley Estimated Cost:- £16,000</p> <p>LBRA213006 – Provision of dropped kerb, A1017/Crunch Croft, Sturmer Estimated Cost:- £14,500</p> <p>(2) That it be recommended that the following schemes, including the funding allocated to them, be carried over from the Panel's programme of work for 2022/23 to the programme of work for 2023/24:-</p> <p>LBRA193004 – (Walking) Design for dropped kerbs, East Street, Coggeshall Estimated Cost:- £2,000</p> <p>LBRA193006 – (Walking) Design for improvements to crossings at Coggeshall Road, Railway Street and Courtauld Road, Braintree Estimated Cost:- £10,000</p> <p>LBRA212039 – (Traffic Management) Provision of signage (roundels) at entrances to the village, Stisted Estimated Cost:- £6,000</p> <p>LBRA192018 – (Traffic Management) Design for provision of Bennett island one way, Park View leading to Patten Farm Road, Blackmore End Estimated Cost:- £6,500</p> <p>LBRA193005 – (Walking) Design for zebra crossing, Rickstones Road, Witham Estimated Cost:- £6,500</p> <p>LBRA152140 – (Walking) Design for upgrade of existing pedestrian refuge to a signalised crossing B1389 Hatfield Road, Witham Estimated Cost:- £32,500</p>	
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	<p>(3) 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 subject to the specific comments denoted:-</p> <p><u>Traffic Management</u></p> <p>LBRA212055 - Vehicle Activated Sign (VAS), Gages Road, Belchamp St Paul Estimated Cost:- Not known</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</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, Jeffrey's Road, j/w Claud Ince Avenue, Cressing Estimated Cost:- Not known</p> <p>LBRA212043 – Installation of barriers to prevent parking, Braintree Road and Hawbush Green, Cressing Estimated Cost:- Not known</p> <p>LBRA202032 – Footway improvements, High Street, Earls Colne Estimated Cost:- Not known</p> <p>LBRA192052 - Traffic calming measures, London Road, Feering Estimated Cost:- Not known (K Louis to send the speed survey results to Councillor P Thorogood, Essex County Councillor for Braintree Eastern Division, again).</p> <p>LBRA212032 – Traffic management improvements (visibility), junction of Coggeshall Road/London Road, Feering Estimated Cost:- Not known</p>	<p>K Louis (HLO)</p>
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	<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>LBRA212047 – Speed limit compliance, Bridge End Lane, Great Notley Estimated Cost:- Not known</p> <p>LBRA222030 – ‘Pedestrians’ warning signs, bypass A131, Great Notley (duplicate of LBRA212003) Estimated Cost:- Not known</p> <p>LBRA202018 - Traffic calming in the vicinity of Holy Trinity Church, Mount Hill, Halstead Estimated Cost:- Not known</p> <p>LBRA202029 – Signage, Chapel Hill, Halstead Estimated Cost:- Not known</p> <p>LBRA212016 – Introduction of 20mph speed limit, Churchill Avenue, Halstead Estimated Cost:- Not known</p> <p>LBRA222035 – Speed reduction survey, East Street, Braintree Estimated Cost:- Not known</p> <p>LBRA222036 – Signage request (cul de sac), Brise Close, Braintree Estimated Cost:- Not known</p> <p>LBRA222044 - Street scheme (planters), London Road, Feering Estimated Cost:- Not known</p> <p>LBRA222048 – Salt bin, Tilbury Road, Great Yeldham Estimated Cost:- Not known</p> <p>LBRA192056 – Traffic calming on approach to zebra crossing, Church Road, Rivenhall Estimated Cost:- Not known</p>	
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	<p>LBRA202014 – HGV alternative route signage, Rivenhall Estimated Cost:- Not known</p> <p>LBRA202008 – Traffic management improvements, A1017 Swan Street, Sible Hedingham Estimated Cost:- Not known</p> <p>LBRA222042 – Provision of footway, Piccotts Lane, Great Saling Estimated Cost:- Not known (Note:- (Classified as ‘red’). This scheme is in Great Saling, not Braintree. K Louis to update the ‘Schemes Awaiting Funding’ report)</p> <p>LBRA202034 – Measures to reduce speeding, Long Gardens, Wickham St Paul Estimated Cost:- Not known</p> <p>LBRA212009 – Traffic management improvements, Blunts Hall Road, Witham Estimated Cost:- Not known</p> <p>LBRA212018 – 7.5 tonne weight restriction, Maltings Lane, Witham (To be incorporated with LBRA222047) Estimated Cost:- Not known</p> <p>LBRA222039 – Speed reduction, Maltings Lane, Witham Estimated Cost:- Not known</p> <p>LBRA222045 – Speed reduction, Holst Avenue, Witham Estimated Cost:- Not known</p> <p>LBRA222051 – Speed reduction measures, Guithavon Valley/Mill Lane, Witham Estimated Cost:- Not known</p> <p>LBRA222052 – Speed reduction measures, Forest Road, Witham Estimated Cost:- Not known</p> <p>LBRA222056 – Speed reduction measures, Avenue Road, Witham Estimated Cost:- Not known</p> <p>LBRA222058 – ‘Horses’ warning signage, Park Road, Church Road and Old Road, Wickham St Paul Estimated Cost:- Not known</p> <p>LBRA222060 – Provision of safety barrier, Spa Road. Witham</p>	<p>K Louis (HLO)</p>
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	<p>Estimated Cost:- Not known</p> <p>LBRA222064 – 20mph speed reduction measures, St Peters Road, Coggeshall Estimated Cost:- Not known</p> <p>LBRA222065 – Additional signage to provide direction to the school, Church Lane, Ridgewell Estimated Cost:- Not known (Note:- (Classified as 'red'). This scheme is within Hedingham Division, not Braintree Eastern Division. K Louis to update the 'Schemes Awaiting Funding' report)</p> <p>LBRA222069 – Additional pedestrian guard railings, Park Lane, Earls Colne Estimated Cost:- Not known (Note:- (Classified as 'red'). This scheme is within Halstead Division, not Braintree Town Division. K Louis to update the 'Schemes Awaiting Funding' report)</p> <p><u>Walking</u></p> <p>LBRA213004 – Footway improvements, High Street, Kelvedon Estimated Cost:- Not known</p> <p>LBRA223001 – Footway and safety measures for school children, Water Lane and Bridge Hall Road, Stisted Estimated Cost:- Not known</p> <p>LBRA173003 – Footway improvements, Hill Lane, j/w the A1017, Sturmer Estimated Cost:- Not known</p> <p><u>Passenger Transport</u></p> <p>LBRA195005 – Design for hardstanding at bus stops, B1508 Colchester Road, Bures Hamlet Estimated Cost:- Not known</p> <p><u>Cycling</u></p> <p>LBRA194001 – Cycleway directional signage, St Johns Avenue, Braintree Estimated Cost:- Not known</p> <p>(4) That the following schemes be subject to the specific comments denoted:-</p> <p><u>Traffic Management</u></p>	<p>K Louis (HLO)</p> <p>K Louis (HLO)</p>
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	<p>LBRA202030 – Safety measures, High Street, Earls Colne Estimated Cost:- Not known (Note:- (Classified as ‘red’). K Louis to investigate).</p> <p>LBRA212028 - Kerbing works to prevent HGV overrun, Colneford Hill/Colne Park Road, White Colne Estimated Cost:- Not known (Note:- (Classified as ‘red’). This scheme should be classified as ‘amber’. K Louis to update the ‘Schemes Awaiting Funding’ report).</p> <p>LBRA202031 - Traffic calming, Blue Bridge, Halstead Estimated Cost:- Not known (Note:- (Classified as ‘red’). K Louis to discuss the speed survey results 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 (Note:- (Classified as ‘red’). K Louis to discuss this scheme with Councillor P Thorogood, Essex County Councillor for Braintree Eastern Division).</p> <p>LBRA222055 – Speed reduction measures, Mashey Road, Little Yeldham Estimated Cost:- Not known (Note:- (Classified as ‘red’). K Louis to discuss this scheme with Councillor P Schwier, Essex County Councillor for Heddingham Division).</p> <p>LBRA222041 – Speeding, Piccotts Lane, Great Saling Estimated Cost:- Not known (Note:- (Classified as ‘in validation’). This scheme is in Great Saling, not Braintree. K Louis to update the ‘Schemes Awaiting Funding’ report).</p> <p>LBRA202022 – Traffic calming, A1124, Colneford Hill, White Colne Estimated Cost:- Not known (Note:- (Classified as ‘red’). K Louis to discuss this scheme with Councillor C Siddall, Essex County Councillor for Halstead Division).</p> <p>LBRA222066 – Relocation of 30mph sign, Finchingfield Road, Steeple Bumpstead Estimated Cost:- Not known</p>	<p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p> <p>K Louis (HLO)</p>
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	<p>(Note:- (Classified as 'in validation'). This scheme is within Heddingham Division, not Braintree Eastern Division. K Louis to update the 'Schemes Awaiting Funding' report).</p> <p>LBRA222067 – Speed reduction, Water Lane, Steeple Bumpstead Estimated Cost:- Not known (Note:- (Classified as 'in validation'). This scheme is within Heddingham Division, not Braintree Eastern Division. K Louis to update the 'Schemes Awaiting Funding' report).</p> <p>Action By: Kandice Louis - Essex Highways, as indicated.</p>	<p>K Louis (HLO)</p> <p>K Louis (HLO)</p>
7.	<p>Any Other Business:</p> <p><u>Earls Colne to Kelvedon (EC2K) Cycleway Project</u></p> <p>At the close of the meeting, Councillor C Siddall referred to the Earls Colne to Kelvedon (EC2K) Cycleway Project and to the feasibility study prepared by Sustrans. It was reported that the design of the proposed scheme had been amended slightly and that more detail would be submitted to the next meeting of the Panel.</p>	
8.	<p>Date of Next Meeting:</p> <p>It was noted that the next meeting of Braintree Local Highways Panel would take place 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 6.35pm.</p> <p>Councillor C Siddall (Chairman)</p>	