

# Great Waltham Parish Council

Clerk, W J Adshead-Grant, The Parish Office, Great Waltham Village Hall (Houlton Hall), South Street, Great Waltham, Essex CM3 1DF Telephone 07880717329  
E Mail: clerk@greatwalthamparishcouncil.co.uk Website: <https://e-voice.org.uk/greatwalthamparish>

---

The Minutes of the meeting of the Highways and Transport Committee of Great Waltham Parish Council held in the Pavilion, South Street, Great Waltham on Wednesday 7<sup>th</sup> September 2022 at 7.30pm.

1. Election of the committee Chair.  
Cllr Gilbert was elected as Chair of the Committee.
2. Chair's Welcome:
  - Welcome to the inaugural meeting of the Highways & Transport Committee.
  - Members will be asked to champion items and areas of the Committee's work so that they can become subject matter experts. Typically, one or two members will need to drive an individual item through to completion.Chair: Gilbert  
Councillors: McDevitt, Lockwood, Palmer, and Martin
3. Apologies for Absence.  
Cllr Dunn.
4. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.  
There were no declarations of interest.
5. Public Participation session - items do not need to on the agenda.  
There were no members of the public in attendance.
6. Agree the vision and purpose of the Committee.  
The Committee's terms of reference were noted. They are available on the website for reviewing. The following vision statement was agreed:

*In accordance with its agreed terms of reference, the Committee will strive to ensure that all of its planned objectives, goals and actions protect and enhance quality of life and well-being in the parish. It will consider all highways and transport related issues brought to its attention and initiate necessary investigations to determine whether action is required, making recommendations to the Parish Council when appropriate. It will fully document its ongoing activities and the outcomes from its actions.*

7. Discuss and agree which of Council's current ongoing activities now come within the remit of the Committee.  
Cllr Palmer is the Parish Council Public Transport Representative. The existing items listed on the action tracker to be reviewed and validated (see below). The Parish Transport representative to consider a monthly report for the Parish News.  
  
**Resolution: Clerk to investigate if the Public Transport forum of Essex County Council plans to hold meetings where the Committee can be represented.**  
  
**Resolution: Cllr Palmer to prepare a draft of the role of the Parish Council Public Transport Representative.**  
  
**Resolution: Cllr Gilbert to be the point of contact for all transport related matters.**
8. Review and validate outstanding items on the Highways tab on Tracker document.
  - 21/1028 (Contact First Essex Bus) – It was agreed to move the ongoing contact with First Essex action to the Highways tab.

**Resolution Add a column to the tracker to indicate if items are capital items, maintenance, or ongoing issues.**

- Ford End Speed Cameras – 2016 project started. It was noted that in 2018/2019 Cllr Bentley supported average speed cameras as a one off, with costs to be match funded by Highways and the Parish Council. This was then passed to the Local Highways Panel (LHP). All grant funding bodies regard this as a local authority issue. Additional sources of funding were to be supported by Cllr Bentley however with Covid pandemic this has stalled.

As things stand, the item will remain for consideration in the Parish Council review in October 2022 for the financial year 2023-2024. The Chelmsford Northeast bypass scheme may create additional funding opportunities, given that it will likely create additional traffic issues.

The Parish Council may wish to consider requesting the list of suppliers of Essex County Council to enable it to seek donations to the project. It was noted that potentially the Parish Council could consider taking out a loan to part fund the average speed cameras.

**Resolution:** **Recommendation to the Parish Council to confirm its commitment to installing average speed cameras through Ford End.**

**Resolution:** **Recommend to the Parish Council that the Committee writes to Cllr Scott (ECC Highways Maintenance and Sustainable Transport cabinet member) and explain its initiation and to request a meeting to discuss how strategic projects will influence the situation in Ford End in particular, and the parish in general.**

- 22/1133 (Quiet Lane – Ringtail Green) – A low speed lane normally a single lane with vehicle and pedestrian shared access. This is a low traffic area. This LHP application is in validation.

**Resolution:** **Discuss with Cllr Scott at the proposed meeting.**

- 21/705 (Reduction of pavement width in Ford End) – Affects the footway from Ford End village to Kings Farm and from Dunmow Lane to Ford End village. Highways rangers are unable to undertake any work in these areas as the footway is not to current standards. These requests were passed to Highways. Consider adding to the LHP list subject to priority.

**Resolution:** **Consider adding to a list of potential LHP projects.**

- 21/860 (Perceived speeding in Howe Street) – A SID survey has been undertaken. No issues raised in the data.

**Resolution:** **Close this item.**

- Speed watch volunteers for each village – Consider a regular report into the Committee to raise awareness and showcase their work.

**Resolution:** **Cllr Martin to invite Ford End speed watch to the next meeting to raise the profile and discuss how the Committee can support speed watch initiatives.**

- South Street double yellow lines – The Parish Council has been monitoring the situation for some time. No issues reported to the Council.

**Resolution:** **Close this item.**

- Variety of Highways references for reported defects.

**Resolution** **Clerk to review the references and update with latest information from Essex Highways website.**

- 40MPH buffer zone at the North end of Ford End.  
The Committee discussed the recently issued LHP plans.

**Resolution:** **The Committee has no objection and supports the introduction of the northern 40MPH buffer . Were there any technical reasons why the 40MPH zone does not begin earlier?**

**Resolution:** **Clerk to write to the LHP and share the resolution of the committee.**

**Resolution** **Update the action tracker so that the Highways tab includes items on the current LHP project list.**

9. Identify new activities the Committee should look to initiate.

A number of possible initiatives and areas of involvement were discussed. These are listed below. Some are already in progress; others may be developed into new workstreams.

- Introduction of 40mph speed limit in the area of the Butchers Arms and Green Farm turning, North End.
- Consider working with Barnston Parish Council to champion linking up the two villages with a 40 or 50mph limit to reduce traffic speeds/volumes on the B1008.
- Consider submitting regular bus network times and news articles to the Parish News.
- Engage with the 20's *Plenty* campaign.
- Request that the Council (via the Committee) should be a consultee for Essex County Council's speed management policy review.
- Digigo – Travel Zones have been merged. Continue to monitor.
- SID – Ensure regular rotation addresses changing priorities.
- SID – Supply regular output of data.
- Sheepcotes roundabout signs – maintain awareness of opportunities for these to be changed.
- Monitor bus shelter maintenance programme.
- Monitor streetlighting issues.
- Monitor speed and efficiency of pothole and pavement repairs.

10. Agree ownership (within the Committee) and prioritisation of new and existing activities.

Defer until the next meeting.

11. Discuss and agree the Committee's approach to initiating engagement with other councils/organisations.

The Committee agreed that, with approval, establishing contacts with external stakeholders will be important, and that initially it should look to engage with:

- Essex Highways Cabinet member – Councillor Scott.
- 20's *plenty* campaign.
- Other Parish Councils with their own Highways & Transport committee, e.g., Writtle.

**Members:**

Dunn, McDevitt, Lockwood, Palmer, Gilbert, and Martin.

21:34 Meeting closed.