

ROCHFORD LOCAL HIGHWAYS PANEL MINUTES 14 JUNE 2021 AT 10.00AM

REMOTE MEETING

Chairman:	Cllr Mrs J R Lumley (ECC)
Panel Members:	Cllr Michael Hoy (ECC), Cllr Cheryl Roe (RDC), Cllr Laureen Shaw (ECC), Cllr Phil Shaw (RDC), Cllr Carole Weston (RDC)
Officers:	S Church – Highway Liaison Manager T Eng – Assistant Highway Liaison Officer
Secretariat:	L Morris – RDC Democratic Services Officer

Item		Owner
1.	<p>The Chairman welcomed all to the meeting and invited Tom Eng as the new Highway Liaison Officer to introduce himself to all Members.</p> <p>All other Members and officers introduced themselves to the new panel.</p>	
2.	<p>No apologies for absence were received.</p> <p>It was noted that Cllr Angelina Marriot, Cllr Craig Cannell and Cllr Ian Ward were not present at the meeting.</p> <p>Cllr Mike Steptoe declared a non-pecuniary interest as a Member of Barling Magna Parish Council. Cllr June Lumley and Cllr Cheryl Roe declared a non-pecuniary interest as Members of Rayleigh Parish Council. Cllr Phil Shaw declared a non-pecuniary interest as Chairman of Stambridge Parish Council.</p>	
3.	<p>The Minutes of the meeting held on 15 March 2021 were agreed as a correct record, subject to a correction being made on page 1 which indicated that Cllr Ian Ward was a Member of Barling Magna Parish Council. This would be changed to Cllr Mike Steptoe.</p>	
4.	<p>Pointers Lane, j/w Wakering Road, Great Wakering - this has been highlighted with the CR team who will be including the vegetarian clearance as part of the project.</p>	

	<p>Hall Road j/w Ashingdon Road and West Street – responsibility for the area had been identified as the adjacent landowner which was not the highway authority.</p> <p>Sonia Church confirmed that the panel would be able to allocate the additional £200k that had been allocated to the LHP to what the panel saw fit.</p> <p>Cllr Mike Steptoe stated that he was still awaiting a response on where responsibility for maintaining village gates lay and was advised by Sonia Church that the maintenance of vegetation around village gateways would lie with the highway authority, while the maintenance of the village gate itself would depend upon if it was the highway authority who had installed this or if the Parish Council had a license to install this. Sonia Church advised that this was a maintenance issue that could be raised through Member Enquiries.</p> <p>Cllr Mike Steptoe further advised that the highway rangers were not able to work outside the 30mph speed limit and as the village gate lay on the boundary of the 30mph speed limit, the rangers had stated that they would only be able to tend to one side of the gate. Cllr Mike Steptoe further advised that the village gate had been installed by the local highway, so therefore this would be their responsibility to maintain. Sonia Church advised that the 30mph restriction had been placed upon the rangers by Essex Highways and that traffic management would have to be implemented outside of a 30mph zone.</p> <p>Cllr Michael Hoy advised that the Hullbridge Road was always maintained by highways rangers, which was a 40mph zone.</p>	
5.	<p>Sonia Church advised that a new Members Guide had been created during lockdown, which explained in layman’s terms what the County Policy was and what the remit of LHP was. Sonia confirmed that the LHP could improve anything that is a capital project.</p> <p>Sonia felt that she had seen Councillors under pressure for various maintenance related issues that could not be allocated to the maintenance team and therefore came up with an idea that Councillors could, if they chose to, look at improving an area – this was named Local Streets Improvements which could include repairing signs, replacing them, cleaning, improving footways etc.</p> <p>Sonia advised that all scheme requests would need to be put in via an application form and go through the relevant County Councillor. Sonia suggested that the County</p>	

	<p>Councillor pick one or two per area for the year which could then be taken away and evaluated.</p> <p>Cllr June Lumley asked if this would come out of the existing funding pot, which was confirmed by Sonia Church.</p> <p>Cllr Mike Steptoe stated that he was not convinced that they would be able to pick up on maintenance issues under the terms of the LHP and also raised concern that this would take money away from safety schemes. It was also raised that this would be difficult in rural areas, so to select a particular street would be difficult. Cllr June Lumley responded that she also would have difficulties in picking a particular street, even in an urban setting. Sonia Church advised that the schemes could be packaged as a capital improvement project rather than a maintenance scheme and emphasised that this was completely optional, and Members could choose not to fund any schemes under this remit. Cllr Mike Steptoe responded to query if this meant that maintenance would not be picking up on certain signs and therefore if LHP would need to pick up on this themselves in order for the issues to be rectified. Sonia Church responded to confirm that the maintenance team would be picked up on in order of importance under the maintenance strategy, and therefore if Members felt that something was urgent or taking too long to be picked up on, they could choose to fund this.</p> <p>Cllr Carole Weston raised concern that schemes would have to be passed through County Councillors and queried if this was the best way to do this, as County Councillors could choose to disregard applications that did not fall within their specific area. Cllr June Lumley recognised the concerns raised, but pointed out that the LHP was a County Council panel.</p> <p>Sonia Church confirmed that the terms of reference for the panel meant that all requests go through the County Councillor, which had always been the case. Sonia Church advised that the request could be escalated to the Cabinet Member should there be anything that Parish or District Council's, or any member of the public were unhappy with. Cllr Michael Hoy encouraged Cllr Weston to speak to him should she feel at any point that he was being bias towards Hullbridge.</p>	
6.	Sonia Church explained that the LHP was split into funded schemes and schemes awaiting funding. The	

latter consisted of schemes that were awaiting agreement from the panel.
Sonia confirmed that the remaining budget to be allocated was around £94,000.

PROW 285, Hockley – Surface Improvements – Sonia Church advised that the scheme had gone over budget, and as this happened in the middle of elections, she had to make a judgement call and advised the team to progress with the scheme. The increase on the initial estimation was £14,000.

Cllr Mike Steptoe pointed out that the funding for this scheme had not come from the LHP, but instead from SEPP and queried if the £16,000 of allocated budget was the money from SEPP, which was confirmed by Sonia Church but advised that the scheme had gone over budget (which had been estimated by the Public Rights of Way scheme) and asked if the panel would be willing to fund the additional amount. Cllr June Lumley queried if this would come out of the £94,000 to be allocated today, which was again confirmed by Sonia Church who further advised that if the LHP did not decide to fund the overspend from their budget of this year, she would approach the Cabinet Member to get a decision on this. Cllr Mike Steptoe asked if this scheme had already been delivered which was confirmed by Sonia Church. Cllr Mike Steptoe further stated that it should be up to Ringway Jacobs to take the responsibility for this as the project spend had been underestimated.

Cllr Michael Hoy raised concern as a previous project in the past had been hugely underestimated which had resulted in the project being unable to be completed and queried how it would be possible to know if the other schemes had been correctly estimated.

Cllr Lauren Shaw felt that as the project had been largely underestimated and therefore, that the Cabinet Member should be responsible for finding funding for this. The panel made the decision to refer this back to the Cabinet Member.

The Chase, Rayleigh – Speed Table – Sonia Church advised that the feasibility study was still being awaited and that she would share this with the relevant County Councillor when it arrived.

Sonia Church ran through the Funded Schemes for 2021/22 on a page-by-page basis.

Wakering Road, Great Wakering – 40mph Speed Limit
– Cllr Mike Steptoe pointed out that this scheme and Item

SC

25, Poynters Lane/Great Wakering Road – Casualty Reduction scheme were the same stretch as road, and he had previously asked if these schemes could be delivered at the same time. Sonia Church advised that the Casualty Reduction team had decided to push on with the latter scheme as if not, this would be delayed by the 40mph speed limit which needed to go through a lengthy consultation period and therefore, would be being delivered in isolation.

Little Wheatley Chase, Rayleigh – 20 When Lights Flash – Sonia Church advised that this scheme was interlinked with Item 20, Little Wheatley Chase, Rayleigh – Pedestrian Crossing. The two schemes had been advised slightly incorrectly previously, as Little Wheatley chase is outside of the County Policy and could not install two sets of flashing lights within close proximity of each other. However, as the zebra crossing itself was also outside of County Policy because it did not meet the criteria, a Cabinet Member action was going through the process and seeking agreement for the scheme to go ahead which would result in the latter scheme being cancelled. If this was disagreed and the Cabinet Member asked for the initial scheme to be cancelled, the latter scheme would go forward.

PROW 71, Rayleigh – Street Lighting – Sonia Church advised that this came under the Public Right of Way team, however the maintenance of the PROW was the responsibility of RDC. Therefore, the street lighting department advised that they could not install the lights as it was not publicly maintainable highway. Sonia Church had a meeting scheduled with RDC to discuss passing the funding over to RDC to deliver themselves. Sonia Church advised that she would report back to the panel to confirm this. Cllr June Lumley advised that the Portfolio Holder for Environment and the senior officer for Open Spaces would be in attendance, and advised that it had been discovered that the bridleway should be 4m wide.

Little Wakering Road, Barling – Wig-Wag – Sonia Church advised that they were currently awaiting an implementation date from contractors. Cllr Mike Steptoe advised that he had spoken to Tom Eng with regards to the location of the Wig-Wag and queried if this issue had been resolved. Tom Eng advised that he was currently in the process of having a discussion with the team who deal with these issues and was not aware

SC

	currently as to if the location had changed. Tom Eng would investigate this.	TE
7.	<p>Sonia Church advised that the figure of £24,500 was awaiting funding by the panel, and also confirmed that the budget available was higher than this, so they may wish to agree additional schemes in between this meeting and the September meeting, as September would be too late to implement new schemes. Sonia Church also advised that she could ask the Cabinet Member to allocate the funding to the following year so that the LHP did not lose this.</p> <p>Stambridge Road, Stambridge – 20mph outside Stambridge Primary School – Sonia Church advised that the vehicle speed average at this area was too high to warrant a 20mph speed limit and therefore did not meet county policy.</p> <p>Cllr Phil Shaw advised that there were two signs at the location which was a recommended 20mph, but the signs were not working. Tom Eng would take this away as an action. Cllr Laureen Shaw advised that she would take a photo and send this to Tom Eng.</p> <p>Cllr Mike Steptoe advised that he had a similar issue with a VAS sign and found that the company who had originally supplied them was no longer functioning and therefore, spare parts could not be ordered to repair the sign.</p> <p>Sonia Church advised that she had been writing a new policy on VAS signs and had found that this was a common reoccurrence. She advised that any sign that was no longer working should be taken down unless it met the new criteria, but that the Parish Council could pay for a sign themselves to on the existing pole which was a cheaper and faster option. If the Parish Council did not want to fund this, the sign would be removed and not replaced unless it met the new criteria agreed by the Cabinet Member in March of a significant speeding problem or a collision issue.</p> <p>Sonia Church advised all Members to send through any VAS issues on an application form which would be reviewed.</p> <p>Cllr Mike Steptoe asked for a traffic speed survey to be carried out where VAS signs were not working and advised other Members to request this when they put forward an application. Cllr June Lumley asked if this would add up to a large amount over all the sites, and Sonia Church advised that additional funding had been supplied.</p> <p>The panel agreed to remove this scheme from the list.</p>	TE

<p>Stambridge Road, Stambridge – 20mph outside Mini Marvels Pre-School – The panel agreed to remove this scheme from the list.</p> <p>Cheapside West, Rayleigh – The estimated value was £8,000 for a small section of parking to allow residents to park on Cheapside West. A site visit was planned which would provide further information. The panel agreed that this scheme should be funded.</p> <p>Thorpe Road, Hockley – Vehicular Access Restriction – Cllr Michael Hoy declared an interest in this item as he was associated with a resident on the road who had been instrumental in requesting funding for this item. Cllr Laureen Shaw also advised that she had been speaking to the Cabinet Member on this item. Sonia Church advised that this had been included because all third party requests all use the LHP validation process, therefore it would not be for the panel to fund. It was suggested that the estimated cost be changed to ‘not applicable’ rather than ‘to be confirmed’ to avoid confusion.</p> <p>Barling Road, Great Wakering – Speed Limit – A blanket speed limit would not be adhered to following study, therefore, recommended for no further action. Sonia Church advised that she would be happy to take this away to discuss with the relevant County Councillor. Cllr Mike Steptoe requested that this stay on the list, but further discussions be had offline.</p> <p>Maltings Villas Road, Rochford – One Way System – Request to introduce a one way system. Sonia Church advised that the introduction of this would create a lengthy diversion for residents which may result in the scheme not being adhered to and causing oncoming collisions between cars. A proposed option of restricting parking sessions alongside the southern edge of the carriageway. Cllr Mike Steptoe advised that he would take this offline to speak to SEPP and District Councils on how to proceed with this item. The panel agreed to remove this scheme.</p> <p>Fountain Lane, Hockley – Unsuitable for HGVs sign – Recommended to proceed with signage. The panel agreed to fund this scheme.</p> <p>Church Road, Hockley – Narrow Road Signage – The panel agreed to fund this scheme.</p>	<p>SC</p> <p>SC & MS</p> <p>MS</p>
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Stambridge Road, Stambridge – 20's Plenty (both schemes) – Sonia Church advised that there was insufficient space for the signage outside of the primary school and did not meet the criteria required outside of the pre-school. The panel agreed to remove this scheme from the list.

Thorpe Road, Hockley/Main Road, Hawkwell – HGV Restriction – currently in validation, would update County Member once this had been received. Cllr Michael Hoy declared an interest in this item through being associated with a resident.

Paglesham Road, Paglesham – Ducks in Road Signs – currently in validation, would update County Member once this had been received.

High Road/Brook Road – Signing – currently in validation, would update County Member once this had been received.

Orchard Close, Great Wakering – Parking Improvements – The only option would be to provide parking restrictions, which the LHP are unable to enforce. The panel agreed to remove this from the list and refer to SEPP.

High Road/Brook Road, Rayleigh Weir – Junction Improvements – currently in validation, would update County Member once this had been received.

Stambridge Road, Stambridge – 30mph – The section of road does not meet the criteria for a 30mph limit, however, Sonia Church advised that the Speed Management Strategy was due to be reviewed and therefore, it may be possible to bring this request back following this.

Cllr June Lumley asked if the schemes would be brought back by the officer or if the Members would need to bring them back. Sonia Church advised that they would be brought back by the officers.

Cllr Laureen Shaw advised that the speed limit was consistently changing and felt that it was very important for this to be brought back as soon as possible.

Daws Heath Road, Rayleigh – Horse Warning Signs – currently in validation, would update County Member once this had been received.

MS

Pedestrian Crossing – London Road, Rayleigh – Sonia Church advised that this was linked with a developer, so was being held on the list.

Anchor Lane, Canewdon – Pedestrian Crossing – Sonia Church advised that they were currently awaiting the PV2 for this location.

Brinkworth Close, Hockley – Staggered Barrier – Sonia Church advised that this was ready for funding. The panel agreed to fund this scheme.

Brays Lane, Rochford – Zebra Crossing – Sonia Church advised that she was awaiting to attend site and would advise the relevant County Council Member when she had further information.

Cllr Mike Steptoe advised that he was currently waiting for an appointment with the school to discuss this and queried if Sonia Church would be willing to attend when this was organised.

Castle Road, Rayleigh – Zebra Crossing upgrade – PV2 was needed at this location.

Bradley Way, Rochford – Crossing point – Could not be considered for a zebra crossing due to location, but further actions were being investigated.

Cllr Mike Steptoe queried why this could not be implemented due to the proximity to the mini-roundabout as there was a zebra crossing close to a mini-roundabout nearby. Sonia Church advised that this was due to a rule change in certain years and the other location would be implemented under the previous rules. Sonia Church advised that she would check the legislation and liaise with Cllr Mike Steptoe outside of the meeting.

Anchor Lane, Canewdon – Bus Shelter – Sonia Church advised that bus shelters were currently on hold due to a new contractor needing to be brought onboard. Sonia Church advised that the Parish Council could fund this as soon as a new contractor was brought on board.

Cllr Mike Steptoe queried if it would be possible for the LHP to contribute to bus shelters installed by Parish Councils. Sonia Church advised that this would be possible and the Parish Council would need to apply for a license to Essex Highways to install this.

PROW 71, Rayleigh – Footway Improvements – Sonia Church confirmed that this would be the responsibility of

MS

	<p>RDC to improve the surface. The panel agreed to remove this item from the list.</p> <p>It was concluded that £24,500 had been agreed in funding to be provided. Sonia Church advised the panel could decide if they would like to fund anything else that was put forward prior to September, or if they would prefer for the funding to be carried over to the next year. Cllr June Lumley queried if any of the items in validation would be likely to come through prior to September. Sonia Church advised that they would come through gradually.</p> <p>Cllr Mike Steptoe asked if it would be possible for the LHP to schedule a sub-meeting prior to September to avoid urgent schemes being missed. Sonia advised that this would be possible, as long as the Chairman or Vice-Chairman and three remaining Councillors were present. Cllr Michael Hoy asked if they had agreed to fully fund the scheme but it had not been completed by the end of the year, would the LHP be able to keep the money that had been allocated to this and carry it forward to the following year. Sonia Church advised that this was the case and that this would need to be applied for in October, and advised that she could not guarantee that everything would be delivered by the end of March.</p>	
<p>8.</p>	<p>Cllr Mike Steptoe advised that he had previously been speaking to Dan Maclean about speed surveys and felt that it would be helpful to have a list of the surveys that had already been requested. Sonia Church stated that it would be easier if all speed surveys were linked to a project as it meant that they were able to keep track of them, and would provide a list.</p> <p>Cllr Michael Hoy asked if the scheme that Cllr Craig Cannell had previously put forward for Watery Lane could be reinstated. This was previously in validation and queried if this could be brought to the next meeting. Sonia Church advised that herself and Tom Eng would investigate this further and see if this could be referred. Sonia advised that there was currently a real struggle with enforcing weight limits within the County at the moment. Cllr Carole Weston advised that she had been part of a meeting regarding this application with the Cabinet Member and would pass along the paperwork for this.</p> <p>Cllr Mike Steptoe queried if a list of 106 developers was able to be provided. Sonia Church advised that COVID-19 had affected this.</p>	<p>SC</p> <p>SC & CW</p>

	<p>Cllr June Lumley requested for 'Any other business' to be removed from the agenda for further meetings.</p> <p>Cllr June Lumley asked Members if they would be prepared to have a sub-meeting in August. Sonia Church advised that it may not be possible to minute the meeting due to prior agreements made with RDC. Lauren Morris agreed to take this away to ask if this meeting could have secretariat support.</p>	LM
9.	The date of the next meeting was agreed for Monday 13 September 2021 at 10am.	