

**BRENTWOOD LOCAL HIGHWAYS PANEL MINUTES –  
07 January 2021 AT 5.00PM  
MEETING HELD VIA ZOOM DUE TO COVID 19**

<b>Chairman:</b>	Cllr Lesley Wagland (ECC)
<b>Panel Members:</b>	Vice-chair - Cllr Jon Cloke (BBC), Cllr David Kendall (ECC), Cllr Fryd (BBC), Cllr Hugh Gorton (EALC representative); Cllr Louise McKinlay (ECC)
<b>Officers</b>	EH Sonia Church – Highway Liaison Manager EH Dan MacLean – Highways Liaison Officer David Gollop -
<b>Secretariat:</b>	Zoe Borman – Governance and Member Support Officer (BBC)

Item		Owner
1.	<p><b>Welcome and Introductions:</b> Cllr Mrs Wagland welcomed all present and asked panel to note:</p> <ul style="list-style-type: none"> <li>• Thanks to all officers at ECC for their efforts to prevent the panel from being underspent.</li> <li>• Last remaining proposals for schemes to be considered at the March LHP must be put forward within next 7 days.</li> </ul>	
2.	<p><b>Apologies for absence:</b> Apologies had been received) Cllr Cliff Poppy (BBC; Cllr Morrissey (BBC) and Cllr Aspinell (ECC)</p>	
3.	<p><b>Minutes of meeting held on 23rd September 2020 to be agreed as a correct record</b> Agreed.</p>	
4.	<p><b>Matters arising from minutes of previous meeting</b></p> <p>Sandpit Lane – Cllr Wagland to have surgery with Cllr Bentley to progress.</p> <p>Little Warley Hall Lane/A127 – look at alternative access options, revisit site and raise subsequent validation.</p> <p>Speed Surveys – circulated. Relevant for previous 3 years. Cllr Kendall requested clarification as to what excess speed level would action be taken. Sonia Church explained 85<sup>th</sup> percentile</p>	<b>DM</b>



	<p>speed policy and will circulate 20 mph Presentation for guidance. However, each incident is looked at case by case.</p> <p>Bus Shelters: The Chair now has a list of shelters and proposed owners. This has been distributed to PC's and will go to borough councils to assess. ECC is undergoing a comprehensive project on bus shelters when appropriate. However, bus use is currently diminished and there has been a delay with sorting contractors. A process is in place for emergency repairs and replacement of shelters.</p>	
<b>5.</b>	<p><b>Report on funded Schemes 2019/20</b></p> <p>The panel noted that of the capital budget of £224,000 the total value of commissioned schemes was £210,350 leaving £13,650 left to allocate/roll over to cycling scheme.</p> <p>Details were provided of ten funded schemes:</p> <ol style="list-style-type: none"><li>1. Cycle Route between Brentwood High Street and Shenfield – Implementation of a designated cycle route between Brentwood High Street and Shenfield - £35,000. This scheme was cancelled due to it possibly being superseded by a Safer, Greener, Healthier scheme. A request has been submitted to ECC for these funds (£35,000) to roll into 2021/22.</li><li>2. Roman Road, Mountnessing – Signalled Pedestrian Crossing – the cost of this scheme - £32,500</li><li>3. Mountnessing Road, Mountnessing – Junction re-design – cost of feasibility study - £7,000.</li><li>4. Rayleigh Road/Cedar Road Junction, Hutton – Parking Facilities –planters ready for delivery - £33,500.</li><li>5. Rayleigh Road/Mount Pleasant Avenue, Hutton – Bollards/Planters – currently with direct delivery team.</li><li>6. Ongar Road, Pilgrims Hatch – Footway widening – cost of design - £7,000</li><li>7. Honeypot Lane, Brentwood – Drainage issue - £21,000</li><li>8. Kings Road/High Street - traffic signal timings – cost of design £7,500.</li><li>9. Little Warley Hall Lane/A127 – HGV Access Improvements – Study to consider restricting the lane to one-way traffic - £6,500</li><li>10. Coptie Green Road/Chequers Road – Junction Improvements – Implementation of recommendations made in Feasibility Study/Design - £5,300</li><li>11. Bakers Lane, Ingatestone – Pedestrian warning signage – warning for drivers and children – Implementation £3,300</li><li>12. New Road, Ingatestone – design for grasscrete and bollards Design £5,500</li><li>13. Thoby Lane/Roman Road/Church Road – safety junction – redesign for junction. Design £9,500</li></ol>	



	<p>14. Brentwood Post Construction Audits – road safety audits post scheme installation – Surveys £1,250</p> <p>15. Sawyers Hall Lane, Brentwood – Contribution to Brentwood Council for various social distancing measures – Implementation - £19,000</p> <p>16. London Road, Brentwood, Bus Shelter contribution – fund bus shelter installation – Total scheme £8,000.</p> <p>17. Rayleigh Road/Cedar Road, Hutton – Planter contribution – contribution to Brentwood Borough Council to fill, plant and maintain the newly installed planters. Total Scheme £2,000.</p> <p>All schemes to be completed in Q4.</p>	
6.	<p><b>Report on Schemes Awaiting Future Funding</b></p> <p><b>Safer Roads</b></p> <ol style="list-style-type: none"><li>1. Trueloves Lane/Roman Road, Mountnessing safety improvements – total scheme – awaiting costs and will appear on scheme next financial year.</li></ol> <p><b>Traffic Management:</b></p> <ol style="list-style-type: none"><li>1. Kings Road j/w High Street – Implementation – awaiting completion of design.</li><li>2. Fryerning Lane/Mill Green Road/Blackmore Road – Church Green – request to install kerbing or alternative means to protect the church green triangle – validation</li><li>3. Doddinghurst Road., Brentwood – Parking Issues – request to consider implementing laybys on the western side of the road or alternative means to reduce obstructive parking - In validation.</li><li>4. King’s Road, Brentwood – Parking Arrangements – request for review of parking area outside of the parage of shops in Kings Road – In validation.</li><li>5. Various sites, Warley – Village Gateway features – request to install 5 features – In validation.</li><li>6. Magpie Lane/Bird Lane, Warley - request for bollards along edge of grass triangle – agreed to remove.</li><li>7. Larchwood Gardens, Pilgrims Hatch – request for pedestrian guard railings outside school – agreed to remove.</li><li>8. Larchwood Gardens, Pilgrims Hatch, request fr 20’s Plenty – Validation.</li><li>9. Carpenter Path, Hutton – request to widen carriageway and introduce turning circle – In validation.</li><li>10. Woodland Ave, Hutton – request for dropped kerb (north east of Co-op) – In validation.</li><li>11. High Street, Ingatestone – request for retractable bollard at entrance of St Edmund’s &amp; St Mary’s Church – In validation</li></ol>	

	<p><b>Walking</b></p> <ol style="list-style-type: none"> <li>1. Sawyers Hall Lane - access to Brentwood Centre - £52,000. Investigation into how much a study would cost to determine footbridge feasibility to link Sawyers Hall to Brentwood Centre. Panel agreed to investigate different costings and use of 106 monies.</li> <li>2. Ongar Road, Pilgrims Hatch – Pedestrian Crossing – In validation. PV2 carried out when current restrictions are lifted.</li> <li>3. Roman Road, Mountnessing – Implementation of signalised pedestrian crossing – awaiting design completion.</li> </ol> <p><b>Passenger Transport</b></p> <ol style="list-style-type: none"> <li>1. Danes Way, Pilgrims Hatch – Bus Shelter</li> <li>2. Replacement Bus Shelter – 122 Chelmsford Road</li> <li>3. Replacement Bus Shelter – 2 Chelmsford Road</li> <li>4. Replacement Bus Shelter – High Street, Ingatestone</li> </ol> <p>Panel waiting conclusion of country-wide audit.</p> <p><b>Cycling</b></p> <ol style="list-style-type: none"> <li>1. Pilgrims Hatch to Brentwood Town Centre – for implementation £85,000.</li> <li>2. Weald Road – Cycle Route – In validation.</li> <li>3. Thorndon CP to Ford Development – In validation.</li> </ol> <p>Ideally the panel would recommend schemes allowing for full budget to reduce any underspend and enable a rolling programme of projects for implementation. All potential schemes can be discussed and should come through the relevant County Councillor. Members guides are available online to the panel.</p> <p>Speed enforcement is a matter for the Police, however, excess speeding areas, if appropriate, can be identified to the Police via the Chair.</p>	
7.	<p><b>Any Other Business</b></p> <ol style="list-style-type: none"> <li>1. Cllr Cloke advised of a problem with the parking up of school buses on slip roads and requested agreement of the Panel to write a formal letter to Police, Crime &amp; Fire Commissioner, Roger Hirst for action. Panel Agreed.</li> <li>2. Cllr Cloke enquired whether bollards, instead of planters, could be used to prevent parking on Brentwood High Street. Dan advised he would instruct engineers to look at the feasibility.</li> <li>3. Cllr Gorton advised Ongar crossing petition was being assessed. The proposed scheme would come back to the Panel for March validation.</li> </ol>	<p><b>DM</b></p> <p><b>DM</b></p>

	<p>4. The Clerk of Ingatestone Parish Council is enquiring whether they can maintain the 20mph speed limit and if there has been further information regarding speed cameras along the High Street. The panel deem this not to be appropriate.</p>	
8.	<p><b>Date of next meeting:</b> 11<sup>th</sup> March @ 5pm.</p>	