

ROCHFORD LOCAL HIGHWAY PANEL

Minutes of the meeting held on 23 JANUARY 2023 - 10.00

ONLINE MEETING: MICROSOFT TEAMS

Chairman:	CC June Lumley
Vice Chairman:	CC Mike Steptoe
Panel Members:	CC Laureen Shaw, Cllr Michael Hoy, Cllr James Newport, Cllr Angelina Marriott (EALC representative), Cllr Cheryl Roe, Cllr A Williams, Cllr Ian Ward, Cllr S Wootton
Officers:	EH James Drabwell – Highways Liaison Officer EH Daniel Maclean – Highways Team Leader
Secretariat:	EH Martin Butcher – Technical Assistant

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>Cllr Lumley welcomed all panel members.</p>	
2.	<p>Apologies for Absence:</p> <p>Cllr Hoy, Cllr Newport, Cllr Roe, Cllr Wootton</p> <p>Attendees:</p> <p>Cllr Lumley, Cllr Steptoe, Cllr Shaw, Cllr Marriott, Cllr Williams, Cllr Ward, Daniel Maclean (DM), James Drabwell (JD), Martin Butcher.</p> <p>Cllr Shaw advised the Panel that she had to leave the meeting at 11:00.</p>	
3.	<p>Minutes of the meeting held on 15 July 2023</p> <p>Item 22 on the Funded Schemes List contains a duplicate paragraph. Otherwise, minutes approved by the Panel.</p>	
4.	<p>Matters Arising from the Minutes of the Previous Meeting</p> <p>None.</p>	

<p>5.</p>	<p>Funded Schemes</p> <p>5.1 Cllr Lumley asked why the Remaining Budget to Allocate figure shown on page 6 was different from that shown on page 9.</p> <p>5.2 DM explained that the £200,000 additional funding had not been released as of the time of the meeting so it is possible that the remaining budget would be £200,000 less.</p> <p>5.3 Cllr Lumley asked why so many Schemes have been left until Q4. DM explained that most Design/Feasibility Schemes are left until then so that the Implementation can commence in the following Financial Year, and also so the Design team can focus on the Design of the Total Schemes.</p> <p>5.4 DM explained that the Task & Finish Group are reviewing the whole delivery process with the aim that the schemes are completed across the whole year rather than most being back ended.</p> <p>5.5 Cllr Lumley asked whether any schemes would slip into the next Financial Year. DM confirmed that all are on schedule for completion before the end of the Financial Year.</p> <p>5.6 Cllr Steptoe asked whether Completed schemes could be removed from the Funded Schemes list. DM/JD to advise on standard process.</p> <p>5.7 Cllr Steptoe asked whether JD could send out the VAS list again.</p> <p>5.8 LROC203004 (Southend Road, Rochford – Crossing Point). Cllr Steptoe expressed concern on what type of crossing would be recommended as a Pelican crossing would impact on traffic flow.</p> <p>5.9 LROC213004 (High Road, Rayleigh – Signalised Crossing). Cllr Lumley explained that a PV2 had been completed at this location some time ago and was favourable, and wanted confirmation that the Feasibility Study would be completed in Q4.</p> <p>5.10 LROC213001 (Castle Road, Rayleigh – Zebra Crossing upgrade). Cllr Ward asked whether this was going to be upgraded to a Pelican crossing. JD explained that the Design team have recommended a Zebra crossing.</p> <p>5.11 LROC213012 (Castle Terrace, Rayleigh – Salt Bin). Cllr Ward asked whether we could complete this promptly due to the current cold weather.</p>	<p>JD</p> <p>DM/JD</p> <p>JD</p> <p>JD</p>
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<p>6.</p>	<p>Schemes Awaiting Funding</p> <p>6.1 As previous discussed, the remaining budget figure on this page is inconsistent with that on page 6. JD to investigate.</p> <p>6.2 The Schemes Awaiting Funding total of £192,250 is inconsistent with the breakdown by type in the in table below it which shows a total of £192,750. JD to investigate.</p> <p>6.3 Cllr Lumley and Cllr Ward remarked that while there were totals for each Scheme Type on page 9, all the Schemes on pages 10-17 were showing as TBC and the totals on each of these pages were £0. JD to investigate.</p> <p>6.4 DM explained that he is having a meeting on 25/01/2023 with the senior engineer for the Rochford area to split the Validations into those which can be resolved at the desktop, and those which will require a site visit.</p> <p><u>Traffic Management</u></p> <p>6.5 Cllr Steptoe asked about three schemes which were using CCTV data: LROC212007 (on page 10), LRC212008 (on page 10), and a Casualty Reduction Scheme on Hall Road / Ashingdon Road. JD to arrange meeting with Cllr Steptoe, Cllr Williams and the Design engineer so everyone has a better understanding of what the engineers are planning.</p> <p>6.6 Regarding the Hall Road / Ashingdon Road location, JD to speak with Ian Henderson to ask Casualty Reduction to provide an update on this to the Panel.</p> <p>6.7 LROC202016 (Daws Heath Road, Rayleigh – Horse Warning Signs). Cllr Ward asked if this scheme was going ahead as it was very important. JD to provide an update.</p> <p>6.8 LROC212004 (Lesney Gardens, Ashingdon – Bollards). Cllr Williams asked about the progress on this. JD said it was high on his list of priorities. Cllr Shaw queried about the barrier type.</p> <p>6.9 LROC222019 (Bull Lane, Rayleigh – Signage). JD made the Panel aware that the signage cannot be moved due to regulations.</p> <p>6.10 LROC222023 (Rawreth Lane, Rayleigh – Speed limit change). The plan is to extend the 30mph towards the old A130.</p> <p>6.11 Cllr Steptoe asked about the Revenue budget for Speed Surveys. DM confirmed that there are no additional funds but that the budget would be replenished as from 01/04/2023. DM also explained Speed Surveys can be funded by Locality funding or by</p>	<p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p>
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	<p>the Parish Council themselves. Cllr Shaw asked DM for the costing of a Speed Survey. DM explained that the approximate cost is £225 if using Locality Funding, and £350 if paid for by Parish Council, with the extra costs being due to ECC overheads.</p> <p>6.12 Cllr Lumley asked if any balance of their individual locality fund allocation could be transferred into the LHP budget to the cost of this Scheme. DM to talk with Cllr Lumley to discuss this in more detail.</p> <p>6.13 LROC222025 (Grange Road shops, London Road – Area improvements). Cllr Lumley asked why no mention of the additional parking. JD confirmed that the additional parking is in the validation. JD will update the Scheme Description to reflect that it includes the additional parking.</p> <p>6.14 LROC223026 (Rawreth Lane, Downhall Parkway – Traffic Management). Cllr Ward asked if this could be cracked on with.</p> <p>6.15 Cllr Steptoe explained that LROC222026 (West Street, Rochford – Yellow box) and LROC172094 (Rochford Town Centre, Market Square Improvements) are linked so need to be considered at the same time. Cllr Williams expressed concerned about the yellow box since the existing yellow box was being ignored by drivers and unless there was camera enforcement as well then drivers may continue as they do now.</p> <p>6.16 LROC222027 (Hockley Road, Rayleigh Badger signage). Cllr Ward explained that at Daws Heath there is ‘Beware Wild Animals’ signage so perhaps this could be adopted at this site. Note that there is a badger sign on the Hockley Road by the Rochford Lawn cemetery. JD to investigate.</p> <p>6.17 LROC192018 (Little Wakering Road, Barling – Wig-Wag). Cllr Steptoe asked who maintains Wig-Wags. DM explained that once outside their warranty they are covered by the Revenue budget.</p> <p>6.18 Cllr Steptoe said there is a non-functioning Wig-Wag outside Great Wakering School in Great Wakering.</p> <p>6.19 LROC202012 (High Road / Brook Road – Signing). Cllr Ward highlighted that this a dangerous junction so should be looked at as a priority.</p> <p>6.20 Cllr Lumley reported that there is a non-functioning VAS on London Road. JD explained that he has been in contact about this and that it is not simple task to get this fixed since the wires and connections are corroded.</p> <p>6.21 Cllr Ward asked who enforces 20mph advisory zones. DM to investigate and report back to the Panel.</p>	<p>DM</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>DM</p>
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	<p><u>Passenger Transport</u></p> <p>6.22 Cllr Lumley raised the issue of the Downhall Road Bus stop. JD explained that he had been in contact with Passenger Transport. Location not ideal due to narrowness of the pavement and lack of shelter. Can this location be moved? Can a Shelter be added? DM/JD to investigate this.</p> <p><u>Walking</u></p> <p>6.23 LROC183016 (Pedestrian Crossing – London Road, Rayleigh). Cllr Lumley asked JD to find out about the progress of this scheme.</p> <p>6.24 LROC203003 (Brays Lane, Rochford – Zebra Crossing). Cllr Steptoe advised that funding had been set aside for this scheme. After Easter a new Speed Survey is to be conducted. Cllr Ward if this could be a temporary 20mph zone but JD advised the Panel that it is a PR2 so this would not be possible. JD is having a site visit with Cllr Steptoe and Cllr Williams within the next couple of weeks.</p> <p>6.25 LROC213003 (Hall Road, Hawkwell – Zebra Crossing). Cllr Steptoe asked whether a PV2 has been done for this location. JD to investigate and report back.</p> <p>6.26 LROC223005 (Pink toothbrush, Rayleigh High St – Bollards). Cllr Ward asked barriers could be installed instead of bollards. It is possible that if barriers are installed that Rayleigh Town Council will fund the placement of flower baskets. JD spoke with Pink Toothbrush, it does not appear that their delivery drivers are responsible for mounting the pavements. JD to find out what the options are.</p> <p>6.27 LROC213004 (High Road, Rayleigh – Signalised Crossing). Cllr Lumley expressed concerned that this scheme was not progressing.</p> <p><u>Public Rights of Way</u></p> <p>6.28 LROC208001 (PROW71, Rayleigh – Footway Improvements). JD reported that the Ecological Survey has been completed and that he is meeting with Cllr Newport. This is the second stage of this PROW. The lighting for this location is LROC198002 on the Funded Schemes list on page 7 of the Reports pack.</p> <p><u>Other Schemes</u></p> <p>6.29 Hall Road from Cherry Orchard Way to Rectory Road (in vicinity of the Cock Inn Pub) – VAS funded by Parish Council. JD to investigate why this is not on the Schemes List. DM to speak with Network Assurance on progress.</p>	<p>DM/JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>JD</p> <p>DM/JD</p>
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7.	Any Other Business 7.1 At the next Panel meeting Cllr Lumley would like to set the date for the 4 Panel Meetings to be held during 2023/24.	
8.	Date of next meeting: The next meeting of the Local Highway Panel will take place on: <ul style="list-style-type: none">• 27 March 2023	