

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL  
MINUTES – 17<sup>th</sup> JANUARY 2019 AT 15:00**

**COMMITTEE ROOM 1, CASTLE POINT COUNCIL OFFICES, KILN  
ROAD, BENFLEET, SS7 1TF**

<b>Chairman:</b>	ECC Councillor Andrew Sheldon
<b>Panel Members:</b>	ECC Councillors Beverley Egan, Jill Reeves and Peter May.  CPBC Councillors Ray Howard MBE (Vice-Chairman), Bill Dick and Tom Skipp.  CPBC Councillors Alan Acott and Allan Taylor also attended.
<b>Officers:</b>	ECC: Sarah Alcock (Highway Liaison Officer), Sonia Church (Highway Liaison Manager), Brad Ellis (Design and Consultancy) and Gary Webster (Road Safety Engineer).  CPBC: Trudie Bragg (Head of Environment), Stuart Jarvis (Contracts Manager).  CPRP: Mark Evershed (Regeneration Delivery Manager).
<b>Secretariat:</b>	Cheryl Salmon (CBPC Civic Governance)

Item		Owner
1.	<b>Welcome and Introductions:</b>  The Chairman welcomed all present to the meeting and invited councillors and officers to introduce themselves.	
2.	<b>Apologies for absence &amp; Declarations of interest:</b>  Apologies for absence were received from ECC Councillor Dave Blackwell  <u>Declaration on Interest</u> The Chairman declared an interest in relation to Kents Hill Road North j/w A13, Relocation of stop line, as he lived in a property to near this location.	

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3.	<p><b>Minutes of meeting held on 11<sup>th</sup> October 2018 to be agreed as correct record:</b></p> <p>The Chairman, Councillor Sheldon, stated that his declaration of interest at the meeting had been recorded incorrectly. His interest was not in regard to Foksville Road but discussion on traffic flow in Shipwrights Drive as he was a trustee of the Zenith Multi Academy Trust of which nearby King John School was a part of.</p> <p>Subject to the amendment the Minutes of the meeting held on 11<sup>th</sup> October 2018 were agreed as a correct record.</p>	
4.	<p><b>Matters Arising from Minutes of the previous meeting:</b></p> <p><b>Traffic Flow in Shipwrights Drive, Benfleet</b> The Panel was advised that the proposal for small sections of waiting restrictions to provide pull in areas in Shipwrights Drive would need a supporting application from a Member. It was agreed that Trudie Bragg raise this with Councillor Smith as CPBC Ward Member and include ECC Councillor Reeves in any correspondence. The Chairman also requested that the other Ward Members were informed of the proposal and asked to give their support.</p> <p><b>Essex Way/Benfleet Road/Vicarage Hill Junction – New Road Layout Signs:</b> ECC Councillor Jill Reeves reported that the one of the signs had not been removed.</p>	<p><b>Cllr Smith/ TB/SEPP /CS</b></p> <p><b>SJ/ Rangers</b></p>
5.	<p><b>2019/20 Casualty Reduction Schemes Briefing</b></p> <p>Gary Webster presented a briefing on schemes for inclusion in the 2019/20 work programme as follows:</p> <p><u>A13 Junction of Downer Road South, Benfleet:</u> It was reported that there was an issue with motorists turning out of the junction and failing to give way to motorists/cyclists coming down Bread and Cheese hill. It was proposed to re-align the kerb and bring forward the “Give Way” sign to improve visibility.</p> <p><u>LCAS181004 – A127 westbound off slip to A1245:</u> Due to reports of nose-to-tail collisions it was proposed to install a yellow and black warning sign stating that queues were likely. The estimated cost was £20,000 due to the amount of traffic management that would be required to install the sign safely. The Panel was concerned about the cost of the signage and whether it would address the issue. It considered that other works were needed to the slip road, such as extending the hatch markings. It was</p>	

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5.	requested that other options be obtained together with an explanation as to why a scheme on a strategic route should be funded from the Highways Panel budget and that these should be considered at the March meeting.																			
6.	<p><b>Approved Works Programme</b></p> <p>Sarah Alcock presented the approved works programme, consisting of approved schemes prioritised for 2017/18 delivery, approved schemes for delivery in 2018/19, approved safer road schemes for delivery in 2018/19, direct delivery schemes with savings and match funding schemes.</p> <p>The 2018/19 Castle Point LHP Capital Budget summary was as follows:</p> <table border="1" data-bbox="300 801 1246 1216"> <thead> <tr> <th colspan="2" data-bbox="300 801 1246 869"><b>Budget Summary 2018/19</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="300 869 1066 947">2018/19 Capital Budget (including £100,000 ECC and £100,000 CBPC match funding)</td> <td data-bbox="1066 869 1246 947">£428,675</td> </tr> <tr> <td data-bbox="300 947 1066 987">Schemes commissioned for 2018/19</td> <td data-bbox="1066 947 1246 987">£154,500</td> </tr> <tr> <td data-bbox="300 987 1066 1028">Safer Roads Schemes</td> <td data-bbox="1066 987 1246 1028">£42,500</td> </tr> <tr> <td data-bbox="300 1028 1066 1068">Match Funding Schemes</td> <td data-bbox="1066 1028 1246 1068">£110,000</td> </tr> <tr> <td data-bbox="300 1068 1066 1108">Schemes in rolling programme</td> <td data-bbox="1066 1068 1246 1108">£175,000</td> </tr> <tr> <td data-bbox="300 1108 1066 1149">Direct Delivery Schemes with savings</td> <td data-bbox="1066 1108 1246 1149"> (£27,000)</td> </tr> <tr> <td data-bbox="300 1149 1066 1189"><b>Total Value of Commissioned Schemes</b></td> <td data-bbox="1066 1149 1246 1189"><b>£307,000</b></td> </tr> <tr> <td data-bbox="300 1189 1066 1216">2018/19 Capital Budget still to allocate</td> <td data-bbox="1066 1189 1246 1216"><b>£121,675</b></td> </tr> </tbody> </table> <p>The Panel noted the following from the approved works programme:</p> <p><b><u>Approved Schemes for 2017/18:</u></b></p> <p><u>LCAS182016 - Foksville Road, Canvey Island– Realignment of Kerb:</u> The Panel was informed that following a complaint to BT Openreach asking them to review their costs to divert their apparatus it had now been established that as there was no super broadband cable on the site, as was previously believed, the costs would be much lower. The Chairman expressed thanks on behalf of the Panel to Sarah Alcock and Brad Ellis for their work on this project.</p> <p>The Panel considered a report on Canvey Town Centre Improvement Works with detailed estimated costs, including the kerb realignment in Foksville Road.</p> <p><u>LCAS162003 – Church Road outside Robert Drake School – Raised Table:</u> It was reported that the Highways Liaison Officer (HLO) had negotiated for the works to be completed in the</p>	<b>Budget Summary 2018/19</b>		2018/19 Capital Budget (including £100,000 ECC and £100,000 CBPC match funding)	£428,675	Schemes commissioned for 2018/19	£154,500	Safer Roads Schemes	£42,500	Match Funding Schemes	£110,000	Schemes in rolling programme	£175,000	Direct Delivery Schemes with savings	(£27,000)	<b>Total Value of Commissioned Schemes</b>	<b>£307,000</b>	2018/19 Capital Budget still to allocate	<b>£121,675</b>	
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6.	<p>February half term holiday rather than as night works reducing the costs by £8,500 and this had now been reallocated back into the capital budget. The Chairman thanked Sarah Alcock for her work on this project.</p> <p><u>LCAS162052 – St. Johns Road, Hadleigh – Signage Review:</u> The scheme had been completed at a cost of £7,000, which was less than originally commissioned. £13,000 had been allocated back to the capital budget.</p> <p><u>LCAS172007 – Roscommon Way – Signage:</u> It was reported that the total cost to deliver the scheme was £115,500. The balance of £80,500 would be paid by various contributions including S106, local businesses and CPBC. The scheme was due to be implemented by 31<sup>st</sup> March 2019.</p> <p><u>LCAS172002 – Benfleet Station – Study to look at improving the traffic movements around the station:</u> The experimental one way system was due to go live on 1<sup>st</sup> February 2019.</p> <p><u>LCAS171002 – A13 on east side of Rectory Road 4m north of junction with Church Road, Hadleigh, Benfleet:</u> The detailed design and location had been reviewed by the Road Safety Engineer and the decision had been taken to monitor the location and review if further collisions occurred before any measures were implemented. Therefore the cost of the scheme had been reduced to £5,500 and a cost saving of £7,500 had been reallocated to the capital budget.</p>	
7.	<p><b><u>Potential Schemes List for 2019/21</u></b></p> <p>The Panel was requested to prioritise the schemes it wished to take forward in the period 2019-2021. Members highlighted the following schemes.</p> <p><u>LCAS162061 – Canvey Island Town Centre – Improvements:</u> Improvements to the centre area in the vicinity of Furtherwick Road and Long Road heading north to the High Street. It was noted that this was a large scheme which exceeded the annual budget and would be completed gradually by a series of smaller schemes.</p> <p><u>LCAS162024 - Borough Wide - 20mph Restrictions outside School Locations:</u> The scheme had previously been on the Approved Schemes 2019/20 Rolling Programme and had been returned to the Potential Schemes List with the Chairman’s approval. The HLO planned to liaise with each County Member regarding the schools in their Wards and report back at the March meeting.</p>	<p><b>All Panel Members</b></p> <p><b>SA</b></p>



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7.	<p><u>LCAS172006 – Seymour Road j/w The Avenue, Benfleet – Improvements to Junction:</u> Scheme to prevent vehicles over running the junction with The Avenue.</p> <p><u>LCAS182002 – Matlock Road and Hertford Road, Canvey Island – Verges:</u> Install bollards and junction protection to deter drivers from driving over and parking on grass verges.</p> <p><u>LCAS182008 – Hart Road junction – Zebra Crossing:</u> Concern had been raised by Councillor Egan that the zebra crossing was not clearly marked and there had been a number of near misses. It was recommended that a street lighting assessment was completed and SCRIM survey to check the skid resistance on the approach to the crossing.</p> <p><u>LCAS182021 – Long Road, outside William Read School, Canvey Island – Keep Clear Markings:</u> Councillor May had raised this matter following concerns from parents and the school crossing patrol officer that traffic at peak times stopped in front of the crossing point making it difficult for pedestrians to cross.</p> <p><u>LCAS182025 – Labworth Road, Canvey Island – No Through Road Signage:</u> It was reported that following a site visit in December it had been established that utility statutory undertakers could be an issue in regard to the proposed location of the sign therefore it could need to be placed on the opposite side of the road. The scheme would be validated in time for the March meeting.</p> <p><u>LCAS172009 – All routes surrounding Manor Trading Estate, Benfleet – Weight Restriction Signage:</u> The signing of Manor Trading Estate from the A13 directing traffic down Manor Road rather than nearby primary/secondary routes which are more suited to cope with heavy vehicles.</p> <p><u>LCAS173005 – Beardwyk Avenue, Canvey Island – Footpath and Traffic Calming:</u> A resident has had 3 cars in 18 months come through their garden and house causing damage to the property and as there is no footpath has to go out from the property straight into the road.</p> <p><u>LCAS183001 - Park Lane, Canvey Island – Footway:</u> Parents and residents had requested for the grass on the western side of Park Lane to be turned into a proper footway to enable a safer route for children attending the Leigh Beck Schools.</p>	

<p>It was agreed that the following schemes be removed:</p> <p><u>LCAS182003 – Canvey Boatyard, Canvey Road – Parking on Pavement:</u> The Police had issued penalty notices to those vehicles parked on the footway and the problem had been resolved at the current time.</p> <p><u>LCAS182022 - Limburg Road j/w Dyke Crescent – Installation of Bollard to Prevent Vehicles Mounting the Pavement:</u> Councillor Howard reported that this issue had now been resolved and could be removed.</p> <p>Comments were made on other schemes as follows:</p> <p><u>LCAS182001 – Furtherwick Road, Canvey Island – Safety Barrier:</u> Following validation it was recommended that the proposal to install a barrier was not taken forward as speed and collision data did not support the installation of VRS or Treif Kerb at the location. It was agreed to discuss the issue at the next meeting when Councillor Blackwell was present as he had raised the issue of cars mounting the pavement in this location.</p> <p><u>LCAS173004 – Link Road, Canvey Island, Crossing/Pedestrian Refuge:</u> The results of the Pedestrian/Vehicle conflict survey indicated that the scheme could not be progressed because it was against policy. Panel Members still felt that there was a safety issue in this location which needed to be addressed. Sarah Alcock to meet with ECC Councillor May and CPBC Councillors Howard and Taylor for a site visit and to discuss further.</p> <p><u>LCAS183002 – Thorney Bay Road, Canvey Island– Zebra Crossing:</u> Councillor Howard had received concerns that there was no crossing point and that vehicles travelled too fast along the stretch of road. It was noted that CPBC had plans to make improvements to the area in the vicinity of the proposed crossing. It was agreed to undertake speed surveys in June/July when footfall was at its peak and plans had been completed.</p> <p><u>LCAS154001 – Essex Way Cycle Lane – Lack of Cycling Infrastructure:</u> The scheme had been on the Approved Schemes 2019/20 rolling programme but had been returned to the Potential Schemes list with the Chairman’s approval. It was agreed to discuss the scheme further at the Panel meeting in March.</p>	<p><b>SA / Cllr Blackwell</b></p> <p><b>SA/ Cllrs May, Howard and Taylor</b></p>
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8.	<p><b>Revenue Spend Summary 2018/19</b></p> <p>The Panel noted the summary in relation to speed surveys and VAS Maintenance.</p>	
9.	<p><b>Highways Rangers</b></p> <p>The Panel noted the work that had been undertaken by the Rangers during the last quarter. The Panel expressed a big thanks to Stuart Jarvis and the Rangers for the work that had been completed.</p> <p>Stuart Jarvis reported that a request had been received for vegetation trimming opposite No. 47 in Link Road, Canvey Island however there was no property numbered 47 in the road. Sarah Alcock to check where request came from.</p> <p>The Section 106 schemes in 2018/19 were noted.</p>	SA
10.	<p><b>AOB</b></p> <p><b>Canvey Road, Opposite King Canute - Removal of Bus Shelter</b> Councillor Acott reported that the bus shelter had been removed but had left holes in the footpath. Rangers to look at.</p> <p><b>Northwick Road, Canvey Island – Damaged Bus Shelter</b> Councillor Acott reported that a replacement bus shelter that had been installed had not been put in properly. It was considered that more people would be using the shelter now that new stores had opened in the area and that this should be resolved as quickly as possible. Scheme request form to be submitted.</p> <p><b>Planning Application Monies for Highways Projects</b> Councillor Howard queried why monies obtained as part of approval to planning applications were not being allocated to highway projects in the immediate vicinity. This was considered to be a planning matter. Cheryl Salmon to contact the Planning officer for information.</p> <p><b>Canvey Island Seafront – Condition of Pavements</b> Trudie Bragg reported that the condition of the pavement along the seafront was poor and was in need of more than simple repair. It was agreed that Stuart Jarvis inspect the pavement to identify exact locations and log on the ECC website. ECC Member Councillor Blackwell to be asked to submit a scheme request form.</p>	<p>SJ</p> <p>Cllr Acott</p> <p>CS</p> <p>TB/SJ/Cllr Blackwell</p>

Item		Owner
	<p><b>Norfolk Way, Canvey Island – Tree Pilot</b>            Councillor May suggested that a pilot of planting trees on grass verges to prevent vehicles parking should be undertaken in Norfolk Way. Following detailed discussion it was recognised that this was a general problem throughout the borough and that it was not an appropriate project for the Highways Panel Budget. The Chairman agreed to raise the issue with ECC Councillor Bentley following a meeting with Sarah Alcock, Councillor representatives from ECC, CPBC and Canvey Island Town Council and Trudie Bragg to identify the issues and suggested solutions to present to Councillor Bentley.</p>	<p><b>Cllr May/            Chairman            / Sarah            Alcock /            Trudie            Bragg</b></p>
<p><b>9.</b></p>	<p><b>Date of next meeting:</b>             21<sup>st</sup> March 2019 in the Council Chamber.</p>	

Chairman