

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL
MINUTES – 21st MARCH 2019**

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

Chairman:	ECC Councillor Andrew Sheldon
Panel Members:	ECC Councillors Beverley Egan, Jill Reeves and Peter May. CPBC Councillors Ray Howard MBE (Vice-Chairman), Bill Dick and Tom Skipp, John Anderson Canvey Town Council CPBC Councillors Alan Acott and Allan Taylor also attended.
Officers:	ECC: Sarah Alcock (Highway Liaison Officer), Sonia Church (Highway Liaison Manager), Brad Ellis (Design & Consultancy) CPBC: Stuart Jarvis (Contracts Manager).
Secretariat:	Minutes taken by Sonia Church

Item		Owner
1.	Welcome and Introductions: The Chairman welcomed all present to the meeting and invited councillors and officers to introduce themselves.	
2.	Apologies for absence & Declarations of interest: Apologies for absence were received from ECC Councillor Dave Blackwell, CPBC Councillors Simon Hart and Bill Dick, CPBC Officers Trudie Bragg and Ian Butt. <u>Declaration on Interest</u> None	

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3.	<p>Minutes of meeting held on 17th January 2019 to be agreed as correct record:</p> <p>Agreed</p>																			
4.	<p>Matters Arising from Minutes of the previous meeting:</p> <p>None</p>																			
5.	<p>Approved Works Programme</p> <p>Sarah Alcock reported the updates on 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="304 987 1246 1406"> <thead> <tr> <th colspan="2" data-bbox="304 987 1246 1061">Budget Summary 2018/19</th> </tr> </thead> <tbody> <tr> <td data-bbox="304 1061 1078 1135">2018/19 Capital Budget (including £100,000 ECC and £100,000 CBPC match funding)</td> <td data-bbox="1078 1061 1246 1135">£428,675</td> </tr> <tr> <td data-bbox="304 1135 1078 1173">Schemes commissioned for 2018/19</td> <td data-bbox="1078 1135 1246 1173">£154,500</td> </tr> <tr> <td data-bbox="304 1173 1078 1211">Safer Roads Schemes</td> <td data-bbox="1078 1173 1246 1211">£42,500</td> </tr> <tr> <td data-bbox="304 1211 1078 1249">Match Funding Schemes</td> <td data-bbox="1078 1211 1246 1249">£234,000</td> </tr> <tr> <td data-bbox="304 1249 1078 1288">Direct Delivery Schemes with savings</td> <td data-bbox="1078 1249 1246 1288">(£27,000)</td> </tr> <tr> <td data-bbox="304 1288 1078 1326">Total Value of Commissioned Schemes</td> <td data-bbox="1078 1288 1246 1326">£431,500</td> </tr> <tr> <td data-bbox="304 1326 1078 1364">2018/19 Capital Budget still to allocate</td> <td data-bbox="1078 1326 1246 1364">-£2,825</td> </tr> <tr> <td data-bbox="304 1364 1078 1402"></td> <td data-bbox="1078 1364 1246 1402"></td> </tr> </tbody> </table> <p>The Panel noted the following from the approved works programme:</p> <p><u>Approved Schemes for 2018/19:</u></p> <p>The completed schemes of LCAS162052, LCAS162003, LCAS162055, LCAS172099, LCAS172010, LCAS173001, LCAS173002, LCAS171002, LCAS181002, LCAS181003, LCAS173003 and LCAS182006 were for the panel to note, the</p> <p>Chairman asked for questions on these schemes. Benfleet Station will be discussed at AOB.</p>	Budget Summary 2018/19		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	£234,000	Direct Delivery Schemes with savings	(£27,000)	Total Value of Commissioned Schemes	£431,500	2018/19 Capital Budget still to allocate	-£2,825			
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5.	<p>Cllr Sheldon thanked the team for scheme LCAS162003 – Church Road outside Robert Drake School – raised tables. Cllr Egan comments that mixed messages had been received due to concerns drivers can move over the table faster now.</p> <p><u>LCAS162063 – Parkfields, Hadleigh – parking bay feasibility study</u> - Awaiting street lighting and target costs however the feasibility study will be completed by the end of March.</p> <p><u>LCAS172007 – Roscommon Way – Signage</u>: The scheme is underway and is due to be implemented by 31st March 2019. The overall cost of the scheme is higher than the LHP budget. Stuart Jarvis advised in Ian Butt’s absence that the S106 money does not need to be paid until first occupation, CPBC will ask for early payment.</p> <p><u>LCAS181004 – A127 westbound off slip to A1245</u> – Sarah Alcock updated that this scheme following the panels comments will feed into a larger A127 study and not be implemented via the LHP funding.</p> <p>Match Funding Schemes</p> <p><u>LCAS182016 – Fokesville Road, Canvey Island – kerb realignment</u> – This is planned to be completed during the school summer holidays</p> <p>Stuart Jarvis stated that the invoice has been received for the match funding however Castle Point do not normally pay for works until they are completed. This would need to be brought up with ECC’s commissioning group at County Hall.</p>	
6.	<p><u>Potential Schemes List for 2019/20</u></p> <p>Sarah Alcock spoke through P15, the budget of £228,675 and that the panel was requested to prioritise the schemes it wished to take forward in the period 2019-2020. Members highlighted the schemes listed below. She also highlighted the success of the Direct Delivery Gang this year and asked the panel if they would like to capitalise on that again this year.</p> <p>Before choosing the schemes, the Chairman highlighted the cost of the Passenger Transport Schemes and the panel had previously agreed to only look at schemes which will improve safety.</p> <p>Sarah Alcock brought to the attention of the panel the cycle scheme which was confirmed as not a priority in the cycle action plan and therefore the panel agreed to remove it.</p>	<p>All Panel Members</p> <p>SA</p>



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6.	<p>The Panel agreed to recommend the following schemes for delivery in 2019-20</p> <p><u>LCAS162012 – Broughton Road, Hadleigh – one way system</u> <u>LCAS182003 – Canvey Boatyard, Canvey Road – Parking on Pavement:</u> <u>LCAS182007 – Woodburn Close- Verge</u> <u>LCAS182009 – Queensmere Hadleigh - Verge</u> <u>LCAS182019 – Kitkatts Road – Canvey Island - Bollards</u> <u>LCAS182020 – Church Road, Thundersley – Traffic calming</u> <u>LCAS182021 – Long Road, Canvey Island – Keep clear markings</u> <u>LCAS182022 – Limburg Road jw Dyke Crescent - Bollard</u> <u>LCAS182025 – Labworth Road – No Through Road signage</u> <u>LCAS172010 – Benfleet Station- one-way system surveys</u> <u>LCAS192001 – Southview Road jw Cumberland Avenue traffic improvements</u> <u>LCAS183001 - Park Lane – Canvey Island - Footway</u></p> <p>Including the two Safer Roads schemes reference 1 and 2 on page 31. The total value of the schemes agreed is £179,000. The panel then agreed to allocate £5,000 per County Member towards Direct Delivery schemes during the year which would be agreed between panels by the Chairman.</p> <p>The panel’s unallocated budget is £24,675</p>	
7.	<p>Revenue Spend Summary 2018/19</p> <p>The Panel noted the summary in relation to speed surveys and VAS Maintenance.</p> <p>Highways Rangers</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>S106</p> <p>The Section 106 schemes in 2018/19 were noted.</p> <p>Haystack PH development was discussed because the S106 measure have not been stipulated within the vicinity of the development. Cllr Blackwell and officers will need to discuss this offline.</p>	

Item		
8.	<p>Benfleet Station</p> <p>Reports have been received regarding delays getting into Benfleet in the mornings.</p> <p>Cllr Reeves reported that when she had her experience of a delay it was related to a car breaking down.</p> <p>Cllr May said he has received reports of 20/30 minutes extra travel time but has reassured residents that the problem needed a solution, and this is being trialled.</p> <p>Cllr Howard said that one of the issue is that Canvey Road needs to give way to Sommes Avenue. Also, that the crossing is causing issues.</p> <p>Sarah reported that 53 responses have been received so far, 6 in support, 5 neutral and the rest have been various observations which are all being investigated. The bus companies have not reported any problems, so they will be contacted directly due to a complaint from someone using the bus service.</p> <p>The Chairman requested this as an item on the next meeting where hopefully the surveys which have been agreed by the panel will give some results on the way forward.</p>	<p>All panel members</p>
9.	<p>Date of next meeting: TBC</p>	

Chairman