

**CASTLE POINT BOROUGH COUNCIL LOCAL HIGHWAYS PANEL MINUTES –
23rd JANUARY 2018 AT 15:00**

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

Chairman:	Councillor Ray Howard (Vice Chairman)
Panel Members:	ECC Councillors Dave Blackwell, Peter May and Jill Reeves. CPBC Councillors Bill Dick and Tom Skipp. ECC Councillor Beverley Egan also attended. CPBC Councillors Alan Acott, Colin Riley (Leader of the Council) and Allan Taylor also attended.
Officers:	ECC: Sonia Church (Highway Liaison Manager) CPBC: Trudie Bragg (Head of Environment), Stuart Jarvis (Contracts Manager), Ken Ward (Licensing Enforcement Officer - for the duration of the Benfleet Station item only) CPRP: Mark Evershed (Regeneration Delivery Manager),
Secretariat:	Cheryl Salmon

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>Apologies for absence were received from the Chairman and ECC Councillor Andrew Sheldon and CPBC Councillor Simon Hart.</p> <p>Sarah Alcock (Highways Liaison Officer) also gave her apologies.</p>	
2.	<p>Declarations of interest:</p> <p>There were none.</p>	
3.	<p>Minutes of meeting held on 6th September 2018 to be agreed as correct record:</p> <p>It was reported that the lead on the Highways Panel new website page should have been assigned to Sarah Alcock and not Stuart Jarvis.</p> <p>Subject to this amendment the Minutes of the meeting held on 6th September 2018 were agreed as a correct record.</p>	

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4.	<p>Matters Arising from Minutes of the previous meeting:</p> <p>Benfleet Station Feasibility Study It was reported that the feasibility study was ongoing and would be completed by 27th March 2018 at the latest. Councillor Howard reported that he and the Regeneration Delivery Manager were involved in regular meetings with C2C as there were plans by them to make improvements to the train station and surrounding area. The Panel was concerned that any works arising from the feasibility study were carried out in conjunction with the works by C2C. Sonia Church reassured the Panel that information would be shared between parties, including the ECC Transportation Planner and the works carried out in partnership where possible.</p> <p>Essex junction with Vicarage Hill, Benfleet Sonia Church reported that the design of a scheme has been commissioned by our Road Safety Team to be completed this coming financial year and Sarah Alcock will share the design when available.</p> <p>High Road, Benfleet – Layby Outside Police Station Councillor Partridge had requested at the last meeting that the layby in High Road Benfleet be moved to outside the Police Station. It was stated that a Scheme Request Form needed to be submitted before any further consideration could be given to the scheme.</p> <p>Mobile VAS Stuart Jarvis reported that a couple of the signs were currently not working. He would email Sarah Alcock with the details.</p>	<p>SA</p> <p>SA</p> <p>AP</p> <p>SJ/SA</p>
5.	<p>Approved Works Programme 2017/18 Budget Summary</p> <p>Sonia Church reported that the 2018/19 Capital budget for the Castle Point LHP was expected to be the same as in 2017/18 (£228,675). This was due to be finalised by ECC at their full Council meeting in February 2018.</p> <p>It was also stated that the budget for the Safer Roads schemes that would need to be progressed in 2018/19 had not yet been notified. The Safer Roads team were expected to finalise its programme by the end of January 2018.</p>	

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	<p>The 2018/19 Castle Point LHP Capital Budget summary was as follows:</p> <table border="1" data-bbox="204 432 1171 734"> <thead> <tr> <th colspan="2" data-bbox="204 432 1171 506">Budget Summary 2018/19</th> </tr> </thead> <tbody> <tr> <td data-bbox="204 506 970 544">2018/19 Capital Budget TBC</td> <td data-bbox="970 506 1171 544">£228,675</td> </tr> <tr> <td data-bbox="204 544 970 582">Schemes prioritised by Rolling Programme</td> <td data-bbox="970 544 1171 582">£114,500</td> </tr> <tr> <td data-bbox="204 582 970 620">Re-profiled schemes from 17/18 to 18/19</td> <td data-bbox="970 582 1171 620">TBC</td> </tr> <tr> <td data-bbox="204 620 970 658">Safer Roads Schemes</td> <td data-bbox="970 620 1171 658">TBC</td> </tr> <tr> <td data-bbox="204 658 970 696">Feasibility Studies & Detailed Designs</td> <td data-bbox="970 658 1171 696">TBC</td> </tr> <tr> <td data-bbox="204 696 970 734">2018/19 Capital Budget still to allocate</td> <td data-bbox="970 696 1171 734">£114,175</td> </tr> </tbody> </table> <p>The Panel noted the following from the approved works programme:</p> <p><u>LCAS162055 - Kents Hill Road North junction with A13 – Relocation of Stop Line Road Marking</u></p> <p>It was reported that in order to relocate the road marking the traffic signals would need to be moved. Due to the time needed to complete the design work for the traffic signals it was not possible to complete the works this financial year. The Panel was therefore requested to agree that the scheme be moved to the 2018/19 programme. The Panel felt if at all possible the design should be completed this financial year so that that the allocated budget of £6,000 could be used. It was agreed to see if the works could be completed this financial year but it was noted that it could cost significantly more than was currently allocated.</p> <p>Sonia Church to confirm via Sarah Alcock whether the speed survey loops either side of the junction were connected to this project.</p> <p><u>LCAS152007 - New Road, Hadleigh – Build Out Removal</u></p> <p>It was reported that we are awaiting target costs and a road closure is required. The works were still hoped to be completed by the end of the financial year.</p> <p><u>LCAS162065 - Elsinor Avenue junction with Somnes Avenue – Improve Visibility</u></p> <p>Councillor Taylor stated that there were no road markings at the roundabout on this junction and requested that these be installed as part of the works. Sonia Church stated that as soon as the feasibility study was received it would be circulated to the Panel.</p>	Budget Summary 2018/19		2018/19 Capital Budget TBC	£228,675	Schemes prioritised by Rolling Programme	£114,500	Re-profiled schemes from 17/18 to 18/19	TBC	Safer Roads Schemes	TBC	Feasibility Studies & Detailed Designs	TBC	2018/19 Capital Budget still to allocate	£114,175	<p>SA</p> <p>SA</p>
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	<p><u>LCAS152024 - Castle Point Schools 20mph Review</u></p> <p>It was stated that the Cabinet Member for Highways was currently considering the changes to the Highways Practice Note which will affect the 20mph scheme for Castle Point schools. .</p> <p><u>LCAS165005 – Cemetery Corner – Replacement bus shelter</u></p> <p>It was reported that this had been highlighted as a priority by Passenger Transport.</p> <p>With regard to schemes for the 2018/19 financial year no funding had been currently allocated and the Panel was requested to indicate which schemes they felt were a high or low priority. The following were agreed:</p> <p>High Priority</p> <p>LCAS162063 - Parkfields, Hadleigh – Feasibility study to convert grassed areas in to parking bays.</p> <p>Medium Priority</p> <p>LCAS162012 - Broughton Road, Hadleigh - Reversal of one-way system.</p> <p>Low Priority</p> <p>Various Locations – Replacement bus shelters.</p> <p>LCAS154001 - Essex Way Cycle Lane – Detailed design and risk assessment to confirm safety and costs of Option 3 in feasibility study.</p> <p>Deferred Schemes to the Potential schemes list</p> <p>Passenger Transport</p> <p>LCAS165002 - Rivers Corner - IM239b LCAS165004 - Limetree Avenue - 41011003(High Road) LCAS165007 - Woodmans Arms - 41004001 LCAS165009 - South Road 41013011</p>	
6.	<p>Potential Schemes List</p> <p>The Panel considered the current potential scheme list and prioritised the schemes as follows:</p>	

	<p>High Priority</p> <p>LCAS162052 – St John’s Road, Benfleet – Signage Review</p> <p>LCAS162003 – Church Road/Spencer Road outside Robert Drake School – Bollards</p> <p>LCAS162061 – Canvey Island Town Centre – Regeneration Study</p> <p>LCAS172007 – Roscommon Way – Signage</p> <p>LCAS172008 – Elsinor Avenue junction with Somnes Avenue – Improve Visibility</p> <p>LCAS172009 – All routes surrounding Manor Trading Estate – Review of HGV Signage on routes leading to and from estate.</p> <p>LCAS172010 – Benfleet Station – Feasibility Study</p> <p>LCAS172013 – Maple Way, Canvey Island - Traffic Calming (high if speed survey results show there is an issue)</p> <p>LCAS173001 – Southfield Drive, Hadleigh – Dropped kerbs</p> <p>LCAS172013 – Lionel Road, Canvey Island - Dropped Kerbs</p> <p>Medium Priority</p> <p>LCAS162024 – Borough Wide - 20mph restrictions</p> <p>LCAS173003 – Cedar Road, Thundersley - dropped kerbs</p> <p>Low Priority</p> <p>Passenger Transport – replacement bus shelters</p> <p>LCAS165011 - Rose Road 41019006(Long Road)</p> <p>LCAS165020 - Sports Centre 41021001(Somnes Avenue)</p> <p>LCAS165028 - Shellbeach Road 41024003(Eastern Esplanade)</p> <p>LCAS165029 - Shellbeach Road 41024004(Eastern Esplanade)</p> <p>Essex Way - Cycle Lane</p> <p>With regard to LCAS172014 – Robert Drake School, Church Road, Thundersley it was noted that this was being privately funded.</p>	
7.	<p>Highways Rangers</p> <p>The Panel noted the work that had been undertaken by the Rangers during the last quarter. Panel Members took opportunity to compliment the Rangers and Stuart Jarvis on all their hard work.</p>	

<p>8.</p>	<p>AOB</p> <p>Boatyard, Canvey Road – Parking Problems Councillor Howard reported that vehicles were continually parking on the footpath outside the boatyard and blocking the pavement. It was believed that this was to avoid charges in School Lane Car Park. It was requested that preventative measures be investigated. Councillor Riley to see if the Council’s community safety team/Police can do anything.</p> <p>Hertford Road/Matlock Road, Canvey Island - Bollards It was reported that refuse vehicles were churning up the grass verge and pathways. Councillor May to submit scheme request form</p> <p>Furtherwick Road, Canvey Island - Bollards Councillor Blackwell requested bollards outside a property because on two occasions vehicles had hit the property due to speeding. A scheme request form had already been submitted. SC to check with SA to see if speed survey has been carried out.</p> <p>Link Road, Outside Morrisons, Canvey Island – Zebra Crossing Councillor Taylor requested the site be investigated for traffic calming measures. There had already been an accident on the crossing and this was a very busy section of road due to the supermarket and nearby schools.</p>	<p>Cllr Riley</p> <p>Cllr May</p> <p>SC</p>
<p>9.</p>	<p>Date of next meeting:</p> <p>27th March 2018</p>	

Chairman