

**COLCHESTER LOCAL HIGHWAYS PANEL MINUTES – TUESDAY  
20<sup>TH</sup> MARCH 2018. 15:30**

**ESSEX HOUSE, THE CRESCENT, COLCHESTER, CO4 9GN**

<b>Chairman:</b>	CC Anne Brown
<b>Panel Members:</b>	CC Anne Turrell (Deputy), CC Member Kevin Bentley, CC Member Sure Lissimore, CC Member Julie Young, Cllr John Gill-Ross, Cllr Brian Jarvis, Cllr Dennis Willetts, Cllr Lyn Barton
<b>Officers:</b>	EH David Gollop – Design Manager EH Joe Hazleton – Highway Liaison Officer
<b>Secretariat:</b>	Rochelle Morgan – Technical Assistant

Item		Owner
1.	<b>Welcome and Introductions:</b>	
2.	<b>Apologies for Absence</b> - Cllr Lissimore - Cllr Gill-Ross - Sonia Church	
3.	<b>Minutes of meeting 14<sup>th</sup> December 2017 to be agreed as a correct record</b>	
4.	<p><b>Matters Arising from Minutes of the previous meeting:</b></p> <p><b>The Strood</b> – Electrical testing is being carried out Friday evening (23<sup>rd</sup> March) JH is expecting to receive results over the weekend.</p> <p><b>Footpath 8, Wivenhoe</b> – Works are starting Monday 26<sup>th</sup> March, JH is awaiting a response from Network Rail &amp; Greater Anglia.</p> <p><b>LCOL152021 – Googerat Road/Circular Road West</b> - Following discussion with Taylor Wimpey and CBC the scheme has been cancelled until the land negotiations have been agreed. <i>Decision made to leave the two crossing requests on the Potential Schemes list.</i></p> <p><b>S106 Contribution Circulation</b> – JH provided handout for all contributions that have been received by ECC. These are only Highways Sec 106, not from a commissioned list of works. Cllr Young raised a concern regarding the list and JH informed the Panel that when the development team meet and decide the amount of funds to request, there has to be a rational as it is unknown how the money will be spent. DG informed the more current contributions are defined, as the planning is now more concise.</p>	

<p>Cllr Bentley asked if the funds are given directly to Colchester or to an area, and if there is a possibility of any excess money to be used against these schemes that are not being progressed.</p> <p>DG informed the Panel that JH meets with Annette Thornton, and discusses the schemes list, to see if any contributions can be linked to a scheme.</p> <p>Cllr Willets requested a definition of the S106, what the clause states, and a legal interpretation of it to clarify if the funds can be used elsewhere.</p> <p>CC Brown requested the county S106 officer comes to the next meeting to explain and give a definition. DG to arrange for next meeting.</p> <p><i>Cllr Jarvis joined the meeting</i></p> <p>JH informed the Panel that the schemes for Restricted Byway 23 and Footpath 8 in Wivenhoe are due to start Monday 26<sup>th</sup> March.</p> <p>Concerns were raised that SWAS need to look at planning laws, as connecting to an old drainage system may cause further issues at a later date.</p> <p><b>Dedham Road, Boxted</b> – Feasibility Study to be carried out to look at carriageway markings and signage outside the school and recommend any solutions to progress to detailed design.</p> <p><b>The Strood</b> – JH informed the Panel that part of the boundary lays with Essex Highways, but this is a maintenance issue.</p> <p>Cllr Bentley would like to know where responsibility lays for the railings. This has now been escalated to Cllr Grundy.</p> <p>CB to investigate who is now dealing with this as it is now a Major Schemes issue, not LHP.</p> <p><b>Holly Road, Stanway</b> – JH informed the Panel that a CMA Paper will be required as this type of signage is not permitted on the Highway.</p> <p>JH will provide Cabinet Members with brief. This is to be funded by the owner of the home, but permission will be required to erect signs.</p> <p>Network Assurance have informed DG that this can be done.</p> <p>JH will complete CMA and update members at next Panel meeting.</p> <p>Cllr Bentley informed he will inform the owner of this update.</p> <p><b>Brinkley Grove Road, Colchester</b> – JH informed the Panel that the trial holes have been completed and there has been a positive outcome, with no substantial tree roots.</p> <p>JH has passed the information over to the County Member. Further information can be found on Report 2 provided in the meeting.</p> <p><b>Mersea Road, Colchester</b> – JH is currently waiting for the completed validation on where the dropped kerbing can be placed and will report back to the Panel with this information when received.</p> <p><b>Colchester Road, West Bergholt</b> – This is primarily a safety issue, as size of bus stop and Colchester road is small. It has been requested to move the bus stop to a new location.</p> <p><b>Nelsons road/Trafalgar Road</b> – The scheme is listed as Unparished. No further action required.</p>	<p><b>DG</b></p> <p><b>Cllr Bentley</b></p> <p><b>JH</b></p>
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	<p><b>Use of Rangers Service</b> - DG informed there have been discussions internally, Rochford have successfully TUPE'd the service, but will investigate further. DG to update next meeting latest.</p> <p><b>Halstead Road, Stanway</b> – The exact location of the survey required is outside No.167 Halstead Road. Speed and volume survey has been delayed due to roadworks in recent weeks. JH to inform the Panel when the completed results have been received.</p> <p><b>Declarations of interest</b> None</p>	<p><b>DG</b></p>
<p><b>5.</b></p>	<p><b>Sustrans Overview</b></p> <p>Following the presentation given by Pam Nelson, the following comments were raised</p> <p>Cllr Bentley endorsed the idea, especially in the area of Winstree Road where there is soon to be four schools. This is unique in Essex on a road of this size. Head teachers are currently looking at staggering times for drop off and pick up. The larger issue is that there are already calming measures, and also a bus service that is unable to operate properly due to the inconsiderate parking. Cllr Bentley did raise the query of where funding will come from for this, and believes this should come from an Education budget, rather than LHP. There could also be a possibility of asking Academy Schools to source funding.</p> <p>Cllr Willets also fully supports the idea, but did raise the issue that although encouraging cycling and walking, the catchment area for the schools is very large, therefore some people have no option but to drive.</p> <p>Cllr Brown added that Winstree Road is a Priority 2 road, therefore would like to know if residents can object to this. Cllr Bentley to investigate. DG informed that as an authority, and as engineers, what the local population's expectations are which must be managed effectively.</p>	
<p><b>6.</b></p>	<p><b>Approved Works Programme Update 2017/18:</b></p> <p>JH informed of the budget summary for the 2018-19 financial year and recommended allocating up to £550k.</p> <p>Cllr Brown informed the decision to approve for the next year, but raised an issue as schemes are being missed that are in progress. The schemes need to be put forward for the next year that are already underway. JH informed that he has highlighted these in the Potential Schemes List. JH explained that when a validation is completed the scheme does not go out to tender, so the amount is an estimate, rather than the exact amount needed to deliver the scheme.</p>	

	<p>DG informed that investigations are taking place into changing the way we get costs moving forward. Cllr Grundy is currently looking at a paper regarding a Direct Delivery team, who can deliver smaller scale schemes which is likely to save costs and time.</p> <p>Cllr Willets raised an issue with speed surveys, he believes it is an advisable idea to push back to the parishes regarding funding. There needs to be a fair system between areas with a Parish Council and unparished areas. If people want a speed survey they need to go to the Parish Council, if this is done people who are in unparished areas wouldn't be able to request surveys.</p> <p>Following this, Cllr Young raised that she is of the opinion that Speed Surveys are only completed to keep members quiet regarding issues, and they are not reliable or cost effective.</p> <p>Cllr Bentley requested a spreadsheet covering all schemes, showing where the schemes are in the system, target end date, cost so far and future costs. JH to action and present at next meeting.</p> <hr/> <p>JH provided a copy of the current Approved Works Programme (Report 2, pages 14-18 Inc.) The following decisions were made.</p> <p><b>Remaining schemes for 2017/2018</b></p> <p><b>3 - Berechurch Road, Bus Shelter opp Charriot Drive – TMI-</b> Completed, some remedial vegetation works to follow.</p> <p><b>6 – Creffield Road/Oxford Road – Speed table</b> - County Member requested to progress design for next year pending Panel decision. Panel decided not to progress. CB to liaise with County Member.</p> <p><b>8 – Fernlea, Stonecrop, Braiswick, 20mph</b> – Panel decided to progress with the scheme but have been advised this could be delayed by the TRO if there are any objections.</p> <p><b>13 – Vine Drive, Colchester –Parking bays</b> – Panel would like a breakdown of cost increase since initial valuation and for funds to be requested from S106. DG &amp; JH to investigate gaining funds from S106</p> <p><b>16 – Footpath 8, Wivenhoe</b> - As earlier mentioned in agenda item 4, works begin Monday 26<sup>th</sup> March 2018.</p>	<p><b>CB</b></p>
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	<p><b>Approved Schemes 2018/19 Delivery – Safer Road Schemes</b></p> <p><b>Ref numbers 18-25</b> - Cllr Bentley raised that this was discussed at the last meeting. Panel members would like accident statistics for these schemes to show context. JH to supply Panel with information.</p> <p><b>Re-profiled Schemes 2018/19 delivery</b></p> <p><b>27 – Creffield Road/Oxford Road</b> – Cancelled as previously mentioned.</p> <p><b>30 – Footpath 8, Wivenhoe</b> – No longer needed due to works beginning 26<sup>th</sup> March 2018.</p> <p><b>32 – Severalls Lane, Wyncolls Road, Colchester</b> – This could delivered by the Direct Delivery Team.</p> <p><b>34 – Meyrick Crescent</b> – The Panel raised concerns as to whether the survey is needed as the same works have been completed on the road adjacent. JH informed if no survey is required, the design needs to be sent to tender to gain target costs and look to implement.</p> <p><b>39- Station Road, Jupes Hill Wakes Colne</b> - This could delivered by the Direct Delivery Team.</p> <p><b>41 – Fernlea, Stonecrop, Braiswick</b> - This could delivered by the Direct Delivery Team. The Panel highlighted this should be Progressed. The Panel want this moved to design and implementation within the one year. DG advised against this as the funds may be lost if both are unlikely to be completed within one year.</p> <p><b>42 – Colchester Road, West Bergholt</b> - This is safety related due to narrow footway, looking to relocate the bus shelter further down the road.</p>	<p><b>JH</b></p>
<p><b>7.</b></p>	<p><b>Potential Schemes List for consideration of Panel in 2017/18:</b></p> <p>JH provided the Panel with Report 3, Potential Schemes List. (Pages 20-35 Inc.) Comments below.</p> <p style="padding-left: 40px;">❖ <b>Traffic Management</b></p> <p><b>1 – Northern Approach Road near jw Wallace Road, Mile End</b> – <i>Panel agreed to recommend the detailed design for funding.</i></p> <p><b>2- Tufnell Way/Littlewood Mews Junction, Mile End</b> – Panel would like the Direct Delivery team to complete when implemented. JH informed there will still be a cost for design.</p> <p><b>14 – Station Rd jw Chapel Rd, Church Rd, Factory Hill</b> – <i>Panel agreed to recommend the Feasibility Study for funding.</i></p>	

	<p><b>15 – Monkwick Estate, Colchester</b> – Cllr Young raised an issue as the residents would like a 20MPH zone. DG highlighted that this will increase maintenance, and is non-enforceable. The Panel feel this is not consistent to the new build areas, and that the current policy needs to be reviewed. Cllr Brown to write to Cllr Grundy and request this.</p> <p><b>26 – Black Buoy Hill, Wivenhoe</b> – Cllr Young informed works appear to have been completed. JH to remove scheme from Potential Schemes List.</p> <p><b>31 – Swan Street, Chappel</b> – This is not highway land. The Panel would like a footpath installed. JH informed this would need to be discussed between the pub and school, but as ECC installed the path, the Panel believe LHP should fix.</p> <p><b>35 – Holly Road, Stanway</b> – Cllr Bentley raised that he would like to push forward as a necessity. <i>The Panel agreed. JH to progress with CMA.</i></p> <p><b>44 – Langham Road, Colchester</b> – Panel Members would like to progress this due to another accident.</p> <p><b>45 – Berechurch Hall Road, Colchester</b> – This could delivered by the Direct Delivery Team.</p> <p>❖ <b>Cycling</b></p> <p><b>1 – Blackberry Road/Holly Road, Stanway</b> – <i>The Panel recommended for funding.</i></p> <p>❖ <b>Passenger Transport</b></p> <p>Nothing to add</p> <p>❖ <b>Public Rights of Way</b></p> <p><b>1 – Byway 47, Dedham</b> – To be removed.</p> <p>❖ <b>Walking</b></p> <p><b>6 – High Street, Colchester</b> – <i>The Panel recommended for funding.</i></p> <p><b>Note – both number 5 &amp; 21</b> Appear to be the same location. JH to investigate and confirm.</p> <p><b>15 – Bowes Road, Wivenhoe</b> – Cllr Young raised that a Zebra Crossing has been refused in the location, despite a large number of people breaking the speed limit. JH is currently awaiting on the completed validation for the railings, and will inform Panel when received.</p>	<p><b>CB</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p> <p><b>JH</b></p>
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	<b>18 – High Street, Rowhedge &amp; 19 – Nelson’s Road, Trafalgar Rd, Colchester – <i>Panel agreed to recommend detailed design for funding.</i></b>	<b>JH</b>
<b>8.</b>	<p><b>Appendix</b></p> <p>❖ <b>Colchester Rangers Report</b></p> <p>The report covers the last 3 months work, Panel members feel the time is not being used effectively.          JH informed that this is what we have given the Rangers from requests received. More requests need to come in to get more work done.          Panel members highlighted that one site is not completed but is listed as completed on the report. Cllr Brown informed that some posts have been down 5 years, and she has been informed that the funds have run out.          Cllr Brown to send photo to JH and he will research and update at next meeting.</p> <p>❖ <b>S106 Update</b></p> <p>Not discussed, to be moved to top of agenda for next meeting.</p> <p>❖ <b>Revenue Spend</b></p> <p>All required surveys were completed. VAS sign repairs are also included on this report. Panel Members to inform JH if signs are not working.</p> <p>Also to be moved up the agenda for next meeting.</p>	<p><b>CB</b></p> <p><b>JH</b></p> <p><b>JH</b></p>
<b>9.</b>	<b>AOB</b>  None	
<b>10.</b>	<b>Date of next meeting:</b>  June 6 <sup>th</sup> 2018: 14:00 – 16:00 Room F2, Essex House, The Crescent, Colchester, CO4 9GN	