

**MALDON DISTRICT  
LOCAL HIGHWAYS PANEL  
MEETING – 28 MARCH 2014**

**Council Chamber, Maldon District Council Offices, Princes Road, Maldon – at 9.00am**

**MINUTES**

**Present:**

Representing Essex County Council – Councillors R L Bass (Chairman) and Mrs P A Channer

Representing Maldon District Council – Councillors A J Cussen, F A Delderfield, Miss M R Lewis, R Pratt (Vice-Chairman), Rev A E J Shrimpton and Mrs M Thompson

Officers: J Simmons (Liaison Officer), H Neve (Area Co-Ordinator) Essex County Council.

**1. Apologies for absence**

Apologies for absence were received from Councillor R G Boyce and Peter Wright (Design and Consultancy Manager) Essex County Council.

**2. Minutes of Meeting – 17 January 2014**

**RESOLVED** that the Minutes of the meeting of the Panel held on 17 January 2014 be approved and confirmed.

**3. Approved Works Programme**

The Approved Works Programme contained scheme descriptions and allocated budgets for schemes. Appendix 1 to these Minutes shows the Approved Works Programme and scheme status as discussed and agreed at the meeting. Also shown in the Appendix are details of discussions held relating to individual schemes.

It was noted that those schemes shaded grey were completed and would be removed from the programme and the Red, Amber, Green (RAG) status column was an indication as to the confidence in achieving the scheduled end date.

**4. Potential Schemes List 2013/14**

It was advised that items on this list were for the Panel's consideration and recommendation for funding. Appendix 2 to these Minutes shows the Potential Schemes List and scheme status as discussed at the meeting. Also shown in the Appendix are details of discussions held relating to individual schemes.

It was agreed that the introduction of a 20mph zone in Southminster and in Fish Street, Goldhanger would be added to the Potential Scheme List pending validation. Jon Simmons to action.

**5. Traffic Survey Results March 2014**

The Panel received and noted the results of the following traffic surveys:

**LMAL 132071 – Wantz Road, Maldon** – Two Automatic Traffic Counts (7 day speed/volume). The results showed good compliance with existing speed limit and higher volume traffic flow northbound than southbound. These results will feed into the validation process for the proposed one-way scheme.

**LMAL 132050 – Maldon Road/The Street/Bradwell Road, Steeple** – Three Automatic Traffic Counts (7 day speed/volume). The results showed a reasonable compliance with existing speed limits. These results will feed into the validation process for the proposed traffic management improvements.

## **6. Completed Schemes Photographs 2013/14**

The Panel received and noted photographs detailing the following completed schemes:

**LMAL 005003** – The Railway Hotel, Burnham-on-Crouch – bus stop improvement.

**LMAL 008004** – PRoW 41 Burnham-on-Crouch – PRoW improvement scheme.

**LMAL 003001** – Tolleshunt D’Arcy Road/Beckingham Street, Tolleshunt Major – new footway. The Panel noted that a lot of drainage work had also been undertaken and the Parish Council was pleased with the work.

**LMAL 008003** – PRoW 40 Tillingham – PRoW improvement scheme

**LMAL 008002** – PRoW 29/24 Cold Norton/Stow Maries – bridleway access improvements

**LMAL 001004** – Basin Road, Heybridge – vehicle activated sign

**LMAL 002013** – Basin Road/Goldhanger Road, Heybridge – dropped kerbs

**LMAL 002014** – East Street, Tollesbury – signing/lining works.

**LMAL 002032** – Princes Road, Burnham-on-Crouch – road markings

**LMAL 002021** – Tolleshunt D’Arcy Road, Tolleshunt Major – verge protection

**LMAL 002033** – Crouch Road j/w Station Road, Burnham-on-Crouch – dropped kerbs/tactile paving

**LMAL 006002** – Maldon Primary School, Wantz Road, Maldon – dropped kerbs

**LMAL 002005** – Maldon Road, Langford – parking deterrent measures

**LMAL 131007** – Goings Wharf/The Street, Heybridge – road markings

**LMAL 002002** – School Road, Wickham Bishops – kerbing/verge works

Members requested that in future before and after photographs show the same part of the scheme to enable the comparison to be seen.

## **7. Scheme Feasibility Studies/Design/Briefing Notes**

The Panel received details of feasibility studies, design or briefing notes on various schemes which informed their recommendations as shown on the Potential Schemes List and Approved Works Programme at Appendices 1 and 2.

Whilst discussing potential schemes, the Panel also agreed to allocate £50K funding to any scheme resulting from a feasibility study to include verge reconstruction, fixed bollards and kerbing on the B1026 Goldhanger Road, Heybridge near Spicketts Brook. This scheme should take into consideration any future flood alleviation schemes by developers in this area. This scheme was added to the Potential Schemes List. **Post meeting note:** For information, a reference number has now been allocated to this potential scheme – LMAL 142002

## **8. Section 106 Funding Summary 2013/14**

The Panel received a summary of the present position regarding monies arising from Section 106 Agreements.

Tesco Stores, Fullbridge Road, Maldon – Upgrade existing right of way to footway/cycleway. The Panel noted that vegetation had been cut back and that two trial holes were about to be undertaken to establish the construction of the sea wall and this was to be followed by a slurry seal treatment. Once a walkable surface was created, work would commence to convert to a shared cycle/footpath. The Panel expressed concern over the levels of litter by the Post Office Sorting Office in this location and asked MDC Officers to investigate.

Business Park, Beckingham Street, Tolleshunt Major - Jon Simmons to speak to Section 106 Officers to identify where the remaining £9K could be allocated. This could include signage at the Pennysbrook Crossroads junction to Beckingham Business Park.

## **9. Highway Rangers Work Summary**

The Panel received and noted a summary of the work undertaken by the Highways Rangers from January to March 2014.

Councillor Miss M R Lewis requested that the footpath end of Langford Road near Elms Farm roundabout and across the roundabout opposite Mitchells Barn was added to the Highways Ranger List as it has been requested at the last few meetings.

It was noted that Councillor Mrs Channer had previously requested that the flail be used along the Lower Burnham Road.

Councillor R Pratt passed on a request from the Chairman of Community Services Committee that high level vegetation is cut along particular routes used by waste collection vehicles as they had experienced damage to the vertical exhaust pipes on their vehicles. Ian Haines to provide a list of problem areas to Jon Simmons.

## **10. Items requested by Panel Members**

Councillor A J Cussen had requested this item on the agenda following the receipt of an email from Steeple Parish Council requesting the replacement of a missing 30mph sign in Batts Road, Steeple. The Panel noted that ECC Engineering Team would progress this request and reply direct to the Parish Council.

## **12. Any other Urgent Business**

Councillor R Bass advised that ECC had written to all District Councils advising that additional funding would be available on a match funded basis for verge maintenance up to a maximum of £50K. MDC was yet to officially respond to this.

The Panel also noted that ECC had asked all District Councils for suggestions of high priority flooding schemes for consideration as part of their increased funding to deal with highways related flooding. MDC was yet to officially respond to this.

The Panel noted that this would be the last meeting attended by Hannah Neve before she begins her maternity leave. Replacement cover was currently being organised. The Panel wished Mrs Neve well.

It was noted that future meetings of the Highways Panel were to be arranged and that Members would be canvassed on suitable dates.

The meeting closed at 10.40 am.

Approved Works Programme – agreed actions at Local Highways Panel on 28 March 2014 (see Minute 3)

APPENDIX 1

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
1	Green	LMAL 005003	The Railway Hotel Shelter	Bus stop improvement – install metal framed bus shelter		Completed
2	Green	LMAL 008004	41 Burnham-on-Crouch	PRoW – Surfacing/clearance of overgrowth		Completed
3	Amber	LMAL 006001	Spital Road, Maldon	School Crossing Patrol – parking restrictions	6 month TRO drawing to a close. Objection received and being reviewed. Agreed to progress.	End date due 31/03/14
4	Green	LMAL 003001	Tolleshunt D’Arcy Road/Beckingham Street, Tolleshunt Major	New Footway		Completed
5	Red	LMAL 001003	A414 Maldon Bypass	Casualty reduction measures	Top up of £12K required to complete scheme – road studs, road safety audit Stage 3 remedial works, speed limit Order and works. Agreed to provide additional £12K funding. J Simmons to ask Engineers to discuss fencing with McDonalds to stop use as a footway.	Scheme on hold
6	Green	LMAL 008003	40 Tillingham	PRoW Surfacing/clearance of overgrowth		Completed
7	Green	LMAL 008002	29/24 Cold Norton/Stow Maries	PRoW bridleway stepped ramp at St Stephens Road		Completed
8	Green	LMAL 002009	Green Lane/Highlands Hill/Foxhall Road, Southminster	Signage works inc. design	J Simmons to chase Engineers to commence work ASAP.	End due date 28/03/14
9	Amber	LMAL 004001	DC 1744 signing improvements and DC 1745 Goldhanger Road	Cycling improvements – signage	DC 1744 complete. DC 1745 – amendments were required now completed and final design drawing to be checked and issued for Road Safety Assessment	End due date 31/03/14
10	Green	LMAL 001004	Basin Road, Heybridge	VAS installation		Complete
11	Green	LMAL 002008	Mill Road, Maldon	Bus priority measures		2014 / 15 delivery

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
12	Green	LMAL 002013	Basin Road j/w Goldhanger Road, Heybridge	Dropped Kerbs		Complete
13	Amber	LMAL 002016	Maypole Road, Wickham Bishops	Village gateways and SID sockets	Scheme to be coordinated with adjacent scheme LMAL 002015 (see Scheme 16). Wickham Bishops Parish Council to be consulted.	Scheme on hold
14	Green	LMAL 001005	Viking Road/Dorset Road/Wordsworth Road, Maldon – Feasibility only	Verge works	Completed feasibility study into preventing vehicles parking on verges. Agreed to allocate £23K for the scheme subject to consultation with Maldon Town Council on preferred option.	End due date 31/03/14
15	Green	LMAL 002014	East Street, Tollesbury	Signing and lining works inc. design		Complete
16	Green	LMAL 002015	Maypole Road, Wickham Bishops	Speed limit	Scheme to be coordinated with adjacent scheme LMAL 002016 (Scheme 13). Wickham Bishops Parish Council to be consulted.	End due date 31/03/14
17	Red	LMAL 002017	Braxted Park Road j/w Maldon Road, Great Braxted	Verge works	Completed casualty reduction report into junction improvements. Members felt that the casualty reduction scheme did not solve the sight line problems on the verge. Agreed £10K to be allocated to implement original scheme of a double row of bollards, lining and signing works and bus stop improvements.	End due date 31/03/14
18	Green	LMAL 001006	B1021 Southminster Road/Asheldham, Green Lane to Southminster Road - Design only	Scoping report for bend improvements	Feasibility study – detailed design £6K. Agreed to fund £6K for detailed design work. Option 3 was the Panel's preferred scheme but the Parish Council would be consulted.	End due date 31/03/14
19	Green	LMAL 002029	South Street & Bradwell Road, Tillingham	30mph signs		End due date 31/03/14

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
20	Green	LMAL 002019	Maldon Road, Goldhanger – Design only	Bend improvements	Feasibility study. Agreed to allocate £6.5K to complete the scheme.	End due date 31/03/14
21	Green	LMAL 002020	Witham Road, Tolleshunt Major/Mill Lane/Tudwick Road – Feasibility	Feasibility study into junction improvements	Detailed design/works £4,500	End due date 31/03/14
22	Green	LMAL 002023	Captains Wood Road, Great Totham – Design only	Junction improvement	Proposed scheme drawing. Agreed to allocate £9K to complete the scheme.	End due date 31/03/14
23	Amber	LMAL 002024	Fambridge Road, Maldon/Hazeleigh	Feasibility study into walkable verge/footway	Completed feasibility study into walkable verge/footway – detailed design £5K – estimated cost up to £50K dependent on detailed design. Agreed to allocate £5K for detailed design work and that the scheme should be considered as part of the masterplanning process.	Scheme on hold
24	Green	LMAL 002025	Church Hill, Purleigh – Feasibility	Feasibility study into walkable verge/footway/layby	Completed feasibility study. Agreed to allocate £78K to the scheme and to consult the Parish Council for a preferred option.	Complete
25	Green	LMAL 002027	Summerhill/Burnham Road, Althorne	Junction improvement		End due date 31/03/14
26	Green	LMAL 02028	Summerhill, Althorne	SIDS		End due date 31/03/14
27	Amber	LMAL 002030	Oaks Corner RAB, Woodham Mortimer - Feasibility	Feasibility study into dedicated left turn lanes	Feasibility study needs data from turning count to assess any proposed improvements. Survey being arranged and study results due May 2014. Members agreed that this scheme should continue but should not prejudice other work planned for this location.	End due date 30/05/14

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
28	Green	LMAL 002032	Princes Road, Burnham-on-Crouch	Bollards on footway		Complete
29	Green	LMAL 002021	Tolleshunt/D'Arcy Road, Tolleshunt Major	Verge works		Complete
30	Green	LMAL 002022	Walden House Road B1012, Great Totham	Layby	Search of statutory undertakers apparatus has identified an electricity cable within area of construction which would require diversion. Detailed diversion cost estimate from UKPN is £5K. Costs to divert could be between £5K-£100K. Members expressed concern at the range of costs for diversion. Agreed that UKPN be asked for a detailed diversion cost estimate at a cost of £5K.	2014 / 15 delivery
31	Green	LMAL 002026	Walden House Road, Great Totham	Passing spaced to relieve congestion		2014 / 15 delivery
32	Green	LMAL 002031	B1021 Southminster Road/Green Lane Burnham-on-Crouch (Eves Corner)	Signage improvements		End due date 31/03/14
33	Green	LMAL 002033	Crouch Road j/w Station Road, Burnham-on-Crouch	Dropped kerbs		Complete
34	Green	LMAL 004003	Mill Lane junction leading to Anchorage Hill, Maldon	Cycling – infrastructure improvements		End due date 21/03/14
35	Green	LMAL 004004	Maldon/Heybridge – 6 locations	Cycling – signage improvements		2014 / 15 delivery
36	Green	LMAL 006002	Maldon Primary School, Wantz Road, Maldon	School Crossing Patrol – dropped kerbs		Complete
37	Green	LMAL 002018	Maldon Road, Goldhanger	Traffic calming	J Simmons confirmed that the Parish Council were being consulted.	2014/ 15 delivery



	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
38	Amber	LMAL 004002	Maldon Town Cycle Parking – 8 locations	Cycling – cycle parking	TRO x 2 needed. Process started but 21 days takes it beyond 31/03/14 - to be constructed early next financial year. Members noted that the scheme was in response to requests from cyclists.	End due date 17/04/14
39	Green	LMAL 002005	Maldon Road, Langford	Parking deterrent measures		Complete
40	Green	LMAL 135002	High Street (opp Clock Tower)	Bus stop improvements – new stop	Disabled bay need to be moved and there are 2 TROs to consider. Will not be delivered 2013 / 14 - to be programmed for 2014/ 15 delivery	2014 / 15 delivery
41	Green	LMAL 132036	B1018 Langford Road, j/w Wickham Hall Lane, Wickham Bishops	Unsuitable for Goods Vehicle signs		End due date 31/03/14
42	Green	LMAL 132039	Maypole Road, Heybridge – Feasibility	Feasibility study of piping ditch	Briefing note. Agreed to allocate £50K funding to any scheme resulting from the feasibility study to include verge reconstruction, fixed bollards and kerbing. This scheme should take into consideration any future flood alleviation schemes by developers in this area	End due date 31/03/14
43	Green	LMAL 132040	Church Street, Tollesbury - Feasibility	Formalising parking behind bus stop	Completed feasibility study. The Panel agreed that this scheme would not be progressed and that the Chairman of the Panel would advise the Parish Council accordingly.	End due date 31/03/14
44	Green	LMAL 003002/ LMAL 133006	B1022 Maldon Road, Great Totham	New Footway		End due date 31/03/14
45	Green	LMAL 003004	Wycke Hill, Maldon	Pedestrian refuge island – following feasibility study		2014 / 15 delivery
46	Green	LMAL 008005	D'Arcy Road, Tolleshunt Knights – Phase 2	Pedestrians in road ahead signage – following feasibility study		2014 / 15 delivery
47	Green	LMAL 131007	Goings Wharf, The Street, Heybridge – Design	Design of additional SLOW road markings		Complete

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
48	Amber	LMAL 131008	B1022 Colchester Road j/w Mountains Road, Great Totham	Signs/road markings and improvements at junction		End due date 31/03/14
49	Amber	LMAL 131009	B1018 Burnham Road j/w Green Lane, Althorne	Signs/road markings and improvements at junction		End due date 31/03/14
50	Green	LMAL 132072	Tolleshunt D'Arcy Road, Tolleshunt Major - Design	Design of verge protection works	This scheme had been completed. J Simmons confirmed that the engineers and the Chairman of the Parish Council had met to discuss remedial works as the scheme was not as the Parish Council had expected.	End due date 31/03/14
51	Green	LMAL 132068	Midguard Way, Maldon – Design	Design work on measures to stop cyclist/pedestrian conflict – staggered barrier		End due date 31/03/14
52	Green	LMAL 002002	School Road, Wickham Bishops	Kerbing/verge protection works		Complete
53	Amber	LMAL 002007 REVENUE SCHEME	Little Braxted Lane, Little Braxted	Junction improvement	Agreed to amend the design to create a narrowing gateway feature away from the junction and to implement the scheme within the current approved £18K budget.	2014 / 15 delivery
54	Green	LMAL 132071 REVENUE SCHEME	Wantz Road, Maldon	Two speed surveys to assist validation on one-way proposal	Speed/volume survey data will feed into validation process	Complete
55	Green	LMAL 132050 REVENUE SCHEME	Maldon Road/The Street/Bradwell Road, Steeple	Three speed surveys to assist validation of traffic management improvements	Speed/volume survey data will feed into validation process	Complete

Potential Scheme List – agreed actions at Local Highways Panel on 28 March 2014 (see Minute 4)

APPENDIX 2

Scheme Validation:

New request		Reference	Location	Scheme	Comments/agreed action
New	1	LMAL 132084	Bridge near Drapers Chase, Goldhanger Road, Heybridge	Drainage works/vegetation clearance	Drainage investigation/clearing of over hanging vegetation. Agreed to allocate £4K.
	2	LMAL 132053	King Street, Maldon	20mph speed limit	Scheme to be validated. Awaiting speed surveys. Will be reported back to the next meeting.
	3	LMAL 132075	B1010 Fambridge Road (Purleigh (The Wash to Roundbush PH)	Traffic management improvements	Scheme validation site visit required
	4	LMAL 132070	Roundbush Road, Purleigh (bend at Lower Barn Farm)	Traffic management improvements	Scheme validated. Agreed to allocate £3.5K
	5	LMAL 132073	Braxted Park Road, Great Braxted j/w Tiptree Road to Appleford Bridge	Traffic management improvements	Scheme validated. Agreed to allocate £10K
	7	LMAL 132078	Maypole Road opposite Gun Farm nr j/w Captains Wood Road, Wickham Bishops	Drainage works/vegetation clearance/verge marker posts	Agreed to allocate £4K.
New	8	LMAL 132082	Opp Langford Park, Maypole Road Great Totham	Drainage works/vegetation clearance	Agreed to allocate £4K.
New	9	LMAL 132083	Charity Farm Bends, Maldon Road, Goldhanger	Drainage works/vegetation clearance	Agreed to allocate £4K.
	10	LMAL 132046	Church Road and Kelvedon Road, Wickham Bishops	Vehicle activated signs	Scheme to be validated
	11	LMAL 132069	B1010 Burnham-on-Crouch to Cold Norton	Traffic management improvements	Scheme validated. Agreed to allocate £18.5K.
New	12	LMAL 132085	Nr j/w Rectory Lane to Village, B1018 Burnham Road, Latchingdon	Footway extension	Scheme validation site visit required
New	13	LMAL 132080	B1021 North Street/South Street, Tillingham	20mph speed limit	Scheme validation site visit required
New	14	LMAL 132081	B1021 Tillingham Road, Tillingham	Extension of 30mph limit	Scheme validation site visit required
	15	LMAL 132042	Grange Avenue j/w Steeple Road, Mayland	Junction improvements	Scheme validation site visit required
	16	LMAL 132044	Maldon Road (The Grange to Beacons Chase) Bradwell-on-Sea	Speed reduction proposal	Scheme to be validated
New		LMAL 142002	B1026 Goldhanger Road, Heybridge near Spicketts Brook	Verge reconstruction, fixed bollards and kerbing	See Minute 7 above. Agreed to allocate£50K funding to any scheme resulting from a feasibility study

### Bus Stop/Route Improvements

New request		Reference	Location	Scheme	Comments/agreed action
New	1	LMAL 135003	Head Street, Goldhanger	Two bus cages	Agreed to allocate £1.5K

### Cycling Schemes:

New request		Reference	Location	Scheme	Comments/agreed action
	1	LMAL 135008	Park Drive, Maldon	Widening of footway – scheme is to widen footway by 1m to link existing widened footway to leisure facilities	Agreed to allocate £39.5K

### Casualty Reduction Schemes:

New request		Reference	Location	Scheme	Comments/agreed action
New	1	LMAL 131011	Beckingham Road j/w Festival Gardens, Tolleshunt D'Arcy	Design/feasibility study looking at possible junction improvements	Agreed to allocate £2K