

**MALDON DISTRICT  
LOCAL HIGHWAYS PANEL  
MEETING – 20 JUNE 2014**

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

**MINUTES**

**Present:**

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

Representing Maldon District Council – Councillors F A Delderfield, R Pratt and Mrs M Thompson

Officers: J Simmons (Liaison Officer), M Robinson (Senior Transport Strategy and Engagement Officer) Peter Wright (Design and Consultancy Manager) and Simon Walker (Programme Planning and Validation Senior Engineer) Essex County Council.

**1. Apologies for absence**

Apologies for absence were received from Councillors A J Cussen, Miss M R Lewis and Rev A E J Shrimpton.

**2. Election of Chairman for the ensuing municipal year**

Councillor R L Bass was elected as Chairman for the ensuing municipal year.

**3. Election of Chairman for the ensuing municipal year**

Councillor R Pratt was elected as Vice-Chairman for the ensuing municipal year.

**4. Minutes of Meeting – 28 March 2014**

In relation to Minute 12 a copy of a letter and report was circulated for information to all Panel members which set out the work that had been undertaken by Essex Highways to tackle blocked gullies, pipework and culverts in the top five flooding hotspots identified by the District Council.

**RESOLVED** that the Minutes of the meeting of the Panel held on 28 March 2014 be approved and confirmed.

**5. 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 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.

It was agreed that future reports would contain a comment highlighting if an end date had changed.

Councillor Mrs P A Channer declared an interest in Item 14 as she lives in Summerhill, Althorne although not near the location considered in this scheme.

Item 25 – Maypole Road, Heybridge – piping ditch. Feasibility study recommended three options: sheet piling and vehicle restraints; realignment; and construction of a retaining wall. Piping was not considered possible following advice from the Drainage Team. The Panel agreed that a report be brought back to the next meeting to further consider options including piping, and or scour protection measures, and or sheet piling following discussions with the Flood Alleviation Team. The Panel also agreed that temporary verge markers should only be installed if the bank could be stabilised as they would not stay in place otherwise.

## **6. Potential Schemes List 2014 / 15**

The Panel received a summary of the funding available and the costs of schemes on the Potential Schemes List. The Panel agreed to fund all the schemes on the Potential Schemes List.

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.

## **7. Completed Schemes Photographs 2014 / 15**

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

- LMAL002015 Maypole Road, Wickham Bishops – extension of 30mph speed limit
- LMAL002029 South Street and North Street, Tillingham – 30 mph speed roundel road markings
- LMAL002031 B1021 Southminster Road/Green Lane, Burnham-on-Crouch – signage improvements
- LMAL132036 B1018 Langford Road j/w Wickham Hall Lane, Wickham Bishops – unsuitable for Heavy Goods Vehicle sign
- LMAL131009 B1018 Burnham Road/Green Lane, Burnham-on-Crouch – signs/road marking improvements
- LMAL133006 B1022 Maldon Road, Great Totham – walkable verge between Beckingham Road and Great Totham South

Councillor R Bass declared an interest in LMAL002015 Maypole Road, Wickham Bishops – extension of 30mph speed limit as this was near his property.

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

The Panel received details of feasibility studies, design or briefing notes on the following schemes, which informed their decisions as shown below and in Appendices 1 and 2:

**LMAL002009 Green Lane/ Highlands Hill/Foxhall Road, Southminster – Proposed HGV Route signing review (see Scheme 3 - Approved Works**

**Programme)** - Members expressed concern that this scheme is still outstanding and that the traffic surveys will not now be undertaken until after the Wind Farm works were completed. It was noted that the Planning Inspector when approving the development had set conditions regarding the use of temporary signs directing HGVs. Officers would check whether any temporary signage could be erected and advise members of the Panel. Officers also to write to the Parish Councils concerned advising of the timescale for undertaking the traffic count and expressing the Panel's frustrations over the conditions regarding signage and the delay in progressing this scheme. Panel members would also be advised of the timescale.

**LMAL002026 Walden House Road, Great Totham – Passing Places (see Scheme 17 - Approved Works Programme)** – It was noted that the site visit had been undertaken during the morning but that the problem was worse in the afternoon between 2.30-3.00pm when parents park to collect their children and when the bus arrives within that time period. Officers to arrange another site visit in the afternoon.

**LMAL002018 Maldon Road, Goldhanger – Traffic Management Improvements (see Scheme 21 - Approved Works Programme)** – There were 3 options: Chicane; build out; or do nothing. The Panel agreed that the feasibility report be shown to the Parish Council and they be asked for their preferred option.

**LMAL132068 Midguard Way, Maldon – design to prevent cyclist/pedestrian conflict (see Scheme 30 - Approved Works Programme)** – The Panel received details of the design of the pedestrian guardrail. Agreed to fund the implementation of this scheme.

**LMAL142022 B1022 Maldon Road, Great Totham – Design of Phase 2 of walkable verge (see Scheme 5 – Potential Schemes List)** – The Panel received details of the design of Phase 2 of the walkable verge. Agreed to fund Phase 2.

## **9. Section 106 Funding Summary 2014 / 15**

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

## **10. Highway Rangers Work Summary April to June 2014**

The Panel received a summary of the work undertaken by the Highways Rangers from April to June 2014.

Councillor Mrs P A Channer advised that weeds had not been treated in Downs Road, Maldon and that foliage was covering signage and speed signs in various locations including Cock Clarks, Althorne and Danbury.

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

The Panel agreed that Officers write to all Parish and Town Councils asking for nominations for further schemes to be considered by the Panel for inclusion on the Potential Schemes List. The Panel discussed themes which could be considered and suggested replacement and improvement of signage and finger posts and Vehicle

Activated Signs near schools although these were not exclusive. Parish and Town Councils would be asked to prioritise three schemes and to provide the information by 31 August to allow the Panel to consider them at their next meeting.

Following a request from Councillor R Pratt, the Panel agreed to include validation of a scheme to be added to the Potential Schemes List to create a walkable verge along Southminster Road on the section from Old Heath Road to join the existing footpath at Beauchamps. Councillor R G Boyce advised that he would be meeting with the developer of the Wind Farm shortly to discuss the route of heavy vehicles and construction traffic and what the company could invest in the community. This could be an ideal scheme for consideration.

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

There was none.

The meeting closed at 10.15 am.

Approved Works Programme – agreed actions at Local Highways Panel on 20 June 2014 (see Minute 5)

APPENDIX 1

**2012 / 13 Budget**

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
1	<b>Green</b>	LMAL006001	Spital Road, Maldon	School Crossing Patrol - Parking restrictions	6 month TRO drawing to a close. Objection received and being reviewed	End date 01/09/14
2	<b>Green</b>	LMAL001003	A414 Maldon Bypass	Casualty Reduction measures	Remedial works to be completed	End date 31/10/14
3	<b>Green</b>	LMAL002009	Green Lane / Highlands Hill / Foxhall Road, Southminster	LHP Minor scheme -Signage works (inc. design)	LHP received Technical Advice Note advising that the traffic count should not be undertaken until after the Wind Farm works have completed.	See Minute 8 above.
4	<b>Green</b>	LMAL004001	District Cycling Improvements - DC 1744 NCN1 Signing improvements & DC1745 Goldhanger Road	Cycling Improvements - signage	DC1744 Complete DC1745 - amendments were required. amendments completed & final design drawing being checked and issued for Road Safety Audit	End date 31/10/14

**2013 / 14 Budget**

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
5		LMAL001005	Viking Road/Dorset Road/Wordsworth Road, Maldon - FEASIBILITY ONLY	LHP minor scheme- Verge works	Feasibility study undertaken. The Town Council had selected Option 2 fencing as their preferred option following an initial 3 month period of increased enforcement. Works would be undertaken in Dorset Road first.	Feasibility study completed
6		LMAL002015	Maypole Road, Wickham Bishops	LHP minor scheme - Speed Limit		Completed
7	<b>Green</b>	LMAL002017	Braxted Park Road j/w Maldon Road, Great Braxted	LHP minor scheme - Verge works	Top up approved for works to proceed on 15/04/2014	End date 01/10/14
8		LMAL001006	B1021 Southminster Rd/Asheldham , Green Lane to Southminster Road DESIGN ONLY	LHP minor scheme - Scoping report for bend improvements	Parish Council to provide feedback on their preferred option.	Scheme design completed

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
9		LMAL002029	South Street & Bradwell Road, Tillingham	LHP minor scheme - 30 mph signs		Completed
10		LMAL002019	Maldon Road, Goldhanger (Design Only)	LHP minor scheme - Bend Improvements		Design completed.
11		LMAL002024	Fambridge Road, Maldon/Hazeleigh	LHP minor scheme - Feasibility of walkable verge		Feasibility completed. Next stage detailed design.
12		LMAL002025	Church Hill, Purleigh (Feasibility)	LHP minor scheme - Footpath extension	See 37 below.	Feasibility study completed.
13	<b>Green</b>	LMAL002027	Summerhill/Burnham Road, Althorne	LHP minor scheme -Junction improvement		End date 01/07/14.
14	<b>Amber</b>	LMAL002028	Summerhill, Althorne	LHP minor scheme - SIDS	Speed survey criteria not met. Design team looking at alternative locations.	End date 31/03/15.
15		LMAL002030	Oak Corner RAB Wood Mortimer FEASIBILITY	LHP minor scheme - feasibility into RAB improvements	Traffic modelling being progressed. Agreed design would also include additional road markings indicating straight and right turn, and left turn only.	Feasibility study completed.
16	<b>Amber</b>	LMAL002022	Walden House Rd B1012, Gt Totham	LHP minor scheme - Lay-by	Funding agreed for statutory undertakers apparatus search. Awaiting details from statutory undertakers.	End date 31/03/15
17	<b>Green</b>	LMAL002026	Walden House Rd, Gt Totham	LHP minor scheme - Passing spaces to relieve congestion	Site meeting held, briefing note/update supplied. See Minute 8 above.	End date 31/12/14.
18	<b>Green</b>	LMAL002031	B1021 Southminster Rd / Green lane Burnham (Eves Corner)	LHP minor scheme -Signage Improvements		Completed.
19	<b>Green</b>	LMAL004003	Mill Lane junction leading to Anchorage Hill, Maldon	Cycling - Infrastructure Improvements		End date 01/07/14.
20	<b>Green</b>	LMAL004004	Maldon/Heybridge - 6 locations	Cycling - Signage Improvements		End date 31/10/14.

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
21	<b>Green</b>	LMAL002018	Maldon Road, Goldhanger	LHP minor scheme - Traffic calming	See Minute 8 above.	End date 01/10/14.
22	<b>Amber</b>	LMAL004002	Maldon Town Cycle Parking - 8 locations	Cycling - Cycle Parking	Two traffic regulation Orders being processed	End date 31/03/15.
23	<b>Green</b>	LMAL135002	High Street (opp clock tower)	Bus Stop Improvements - new stop	Disabled bay needs to be moved and two TRO's to process	End date changed to 30/09/14.
24		LMAL132036	B1018 Langford Rd, junc Wickham Hall lane, Wickham Bishop	LHP minor scheme - Unsuitable for Goods Signs		Completed.
25	<b>Green</b>	LMAL132039	Maypole Road, Heybridge FEASIBILITY	LHP minor scheme - feasibility into Piping in ditch	Feasibility completed. 3 options available. See Minute 5 above.	Panel's comments being fed into feasibility.
26	<b>Green</b>	LMAL003004	Wycke Hill, Maldon WORKS	LHP minor scheme - Pedestrian Refuge Island	Study Complete, next stage implementation	End date 31/10/14.
27	<b>Green</b>	LMAL008005	D'Arcy Road, Tolleshunt Knights WORKS	LHP minor scheme -Pedestrians in Road Ahead signage	Design Complete, next stage implementation	End date 31/10/14.
28	<b>Green</b>	LMAL131008	B1022 Colchester Road j/w Mountains Road, Great Totham	Casualty Reduction Scheme - Signs/road markings improvements at junctions		End date 31/10/14.
29		LMAL131009	B1018 Burnham Road j/w Green Lane	Casualty Reduction Scheme - Signs/road markings improvements at junctions		Completed.
30		LMAL132068	Midguard Way, Maldon DESIGN	LHP minor scheme - Design to stop cyclist/pedestrian conflict - staggered barrier	Funding required for implementation now on Potential Scheme List. See Minute 8 above.	Design completed.

#### **2014 / 15 Budget**

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
31	<b>Green</b>	LMAL142003	Viking Road/Dorset Road/Wordsworth Road	LHP minor scheme - Verge improvements to prevent parking	Feasibility study undertaken. The Town Council had selected Option 2 fencing as their preferred option following an initial 3 month period of increased enforcement. Works would be undertaken in Dorset Road first.	Feasibility study completed

	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
32	<b>Amber</b>	LMAL142004	B1021 Southminster Road/Tillingham Road Asheldham - Design	LHP minor scheme - Asheldham bends improvements -detailed design works	Awaiting feedback from Parish Council on preferred option.	Awaiting Parish Council feedback
33	<b>Green</b>	LMAL002017	B1026 Maldon Road Goldhanger	LHP minor scheme - Bend Improvements - signing/lining		End date 02/02/15.
34	<b>Green</b>	LMAL142005	Witham Road/Mill Lane/Tudwick Road, Tolleshunt Major	LHP minor scheme - Junction improvements - signing/lining		End date 02/02/15.
35	<b>Green</b>	LMAL142016	Captains Wood Road/Maypole Road, Great Totham	LHP minor scheme - Junction improvements - signing/lining		End date 02/02/15.
36	<b>Green</b>	LMAL142006	Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak PH)	LHP minor scheme - Detailed design of footpath		End date 02/02/15.
37	<b>Green</b>	LMAL142007	Church Hill, Purleigh (Fairfields to Church)	LHP minor scheme - Construction of footpath and lay-by	Parish Council advised they supported the option of do nothing but if a scheme was developed preferred option to widen the carriageway by 1 metre. LHP agreed that Officers liaise with the Parish Council, school and church to determine which scheme, if any, would be most effective.	Further consultation required.
38	<b>Green</b>	LMAL142008	Maypole Road, Heybridge	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 02/02/15.
39	<b>Green</b>	LMAL142002	B1026 Goldhanger Road, Heybridge Near Spicketts Brook	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 31/03/15.
40	<b>Green</b>	LMAL142009	Roundbush Road, Purleigh (Bend at Lower Barn Farm)	LHP minor scheme - Bend improvements - signing		End date 02/02/15.
41	<b>Green</b>	LMAL142010	Bridge nr Drapers Chase, Goldhanger Road, Heybridge	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 31/03/15.



	Deliverability RAG status	Reference	Location	Scheme Type	Notes	Status
42	<b>Green</b>	LMAL142011	Braxted Park Road, Great Braxted (j/w Tiptree Road to Appleford Bridge)	LHP minor scheme - Advanced junction signage improvements - JW Lea Lane, JW Sextons Lane and JW Braxted Park Estate entrance	Recent site meeting with Estate Management to discuss signing/lining improvements at Braxted Park Estate entrance. Alternative options now being investigated.	End date 31/03/15. Report back to next meeting.
43	<b>Green</b>	LMAL142012	Maypole Road Wickham Bishops - Opp Gun Farm and nr Captains Wood Road	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 31/03/15.
44	<b>Green</b>	LMAL142013	Maypole Road, Great Totham Opp Langford Park	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 31/03/15.
45	<b>Green</b>	LMAL142014	Charity Farm Bends, Maldon Road, Goldhanger	LHP minor scheme - Drainage improvement scheme - Verge reconstruction, bollards, kerbing		End date 31/03/15.
46	<b>Green</b>	LMAL142015	B1010 Burnham on Crouch to Cold Norton	LHP minor scheme - Technical review of route (with speed surveys) and Signage works		End date 02/02/15.
47	<b>Green</b>	LMAL145001	Head Street, Goldhanger	Bus Stop improvement - Two bus cages		End date 31/03/15.
48	<b>Green</b>	LMAL144001	Park Drive, Maldon	Cycling - Widening of footway to link existing widened footway to nearby leisure facilities		End date 02/02/15.
49	<b>Green</b>	LMAL141001	Beckingham Road jw Festival Gardens, Tolleshunt D'Arcy	Casualty reduction scheme - Study to look at possible junction improvements		End date 02/02/15.
50	<b>Green</b>	LMAL002008	Mill Road, Maldon	LHP minor scheme - Bus priority measures		End date 01/12/14.
51	<b>Green</b>	LMAL002007	Little Braxted Lane, Little Braxted	LHP minor scheme - Junction improvement		End date 01/12/14.

**Scheme Validation:**

New request			Reference	Location	Scheme	Comments/agreed action
	1	Green	LMAL132053	King Street, Maldon	20 mph speed limit	Scheme agreed. Next stage full residents consultation. Noted that this was raised by Cllr Mrs Channer and the Town Council.
	2	Green	LMAL132036	Wantz Road, Maldon (High Street to Queens Street)	One-way system to allow consideration of residents parking scheme	Progress to feasibility study. Consultation will include surrounding roads.
	3	Green	LMAL132075	B1010 Fambridge Road Purleigh ( The Wash to Roundbush P/H)	Traffic management improvements	Scheme validated. Feasibility study required into speed reduction measures
	4	Red	LMAL132046	Church Road and Kelvedon Road, Wickham Bishops	VASs	Does not meet VAS policy but Panel agreed to recommend to consult Parish Councils with a view to installing the VASs in 2014 / 15 due to the speeds in the rest of Church Road and the use of the Scouts Club by children.
	5	Green	LMAL142022	B1022, Maldon Road, Great Totham	Phase 1 of walkable verge stops at lay-by, Phase 2 to complete scheme to Beckingham Road	Phase 2 of scheme agreed. See Minute 8 above.
New	6	Green	LMAL142024	Fish Street, Goldhanger	20 mph speed limit	Speed survey required. Normally avoid undertaking surveys during school holidays.
New	7	Green	LMAL142018	Tolleshunt D'Arcy Road, Tolleshunt Major	Improved pedestrian safety by piping 20m section of ditch between Parish Rooms and Playing field.	Scheme validated and agreed.
New	8	Green	LMAL142026	Tolleshunt D'Arcy Village Hall Car Park, Tollesbury Road, Tolleshunt D'Arcy	Improved car park sign	Scheme validated and agreed.
New	9	Green	LMAL142020	Crouchman's Farm Road, Ulting	30 mph speed limit	Validation requires two speed surveys.
New	10	Green	LMAL132086	Nr jw Rectory Lane to Village, B1018 Burnham Road, Latchingdon	Footway extension	Scheme validation suggests survey and feasibility study – agreed.

New request			Reference	Location	Scheme	Comments/agreed action
New	11	Green	LMAL132080	B1021 North Street/South Street, Tillingham	Scheme validation site visit required	Agreed cost of £210 for speed survey.
New	12	Green	LMAL132081	B1021 Tillingham Road, Tillingham	Extension of 30 mph speed limit	Validation requires speed survey, Two additional Bend Signs and SLOW road markings validated.
	13	Red	LMAL132042	Grange Avenue j/w Steeple Road, Mayland	Junction improvements.	Does not meet the criteria for a VAS but Panel agreed to recommend installation in 2014 / 15 as history of speeding and problems of pulling out of the Grange Road junction.
	14	Green	LMAL132044	Maldon Road (The Grange to Beacons Chase) Bradwell on Sea	Speed reduction proposal	Agreed 30 mph speed limit between B1021 junction and Delameres Farm entrance including Give Way sign and speed limit works
	15	Green	LMAL142025	B1021 High Street/Station Road/B1021 North Street/Burnham Road, Southminster	20 mph speed limit	Validation requires speed surveys
	16	Green	LMAL142028	Main Road St Lawrence	Speed reduction proposal	Validation requires speed surveys
	17	Green	LMAL142019	Marsh Road/Church Road/Southminster Road, Burnham on Crouch	20 mph speed limit	Validation requires speed surveys

**Minor Schemes:**

New request			Reference	Location	Scheme	Comments/agreed action
New	1	Green	LMAL132068	Midguard Way, Maldon	Design of guard rail to prevent cyclist/pedestrian conflict	Agreed funding for implementation.

**Bus Stop/Route Improvements:**

New request			Reference	Location	Scheme	Comments/agreed action
New	1	Green	LMAL145002	Washington Road, Maldon	New flag and pole	Agreed - new bus stop required due to new service registration from April 2014.

**Cycling Schemes:**

New request		Reference	Location	Scheme	Comments/agreed action
			No schemes currently identified		

**Casualty Reduction Schemes:**

New request			Reference	Location	Scheme	Comments/agreed action
New	1	Green	LMAL14002	District wide	Funding for design/feasibility of 2015 / 16 Casualty Reduction schemes/improvements	Agreed £10,000.

**Public Rights of Way:**

New request		Reference	Location	Scheme	Comments/agreed action
New	Green	LMAL148001	PROW 29 - Off St Stephens Road	Improve drainage and surface for 200m	Agreed
New	Green	LMAL148002	PROW 8 - Hackmans Lane to Charity Lane	Improve drainage and surface for 1100m	Agreed
New	Green	LMAL148003	PROW 51 - Off Birchwood Road	Improve drainage and surface for 50m	Agreed
New	Green	LMAL148004	PROW 10 - Known as Mill Lane	Improve drainage and surface for 20m	Agreed
New	Green	LMAL148005	PROW 25 - Off Oxley Hill	Improve drainage and surface for 300m	Agreed