

CASTLE POINT LOCAL HIGHWAYS PANEL MINUTES

8 January 2025 at 11am

COMMITTEE ROOM 1

Chairman:	Cllr Andrew Sheldon (ECC)
Panel Members:	<p>ECC Members Cllrs Blackwell, Reeves, May, and Egan (Vice Chairman)</p> <p>CPBC Members Dixon, Harvey, Jones & Knott</p> <p>CITC Members Cllr Anderson</p>
Officers:	<p>ECC: Dan MacLean – Highway Liaison Team Leader Jennifer Boxall - Highway Liaison Officer</p> <p>CPBC: Stuart Jarvis, Assistant Director - Environment</p>
Secretariat:	Cheryll Gardiner, Executive Assistant

Item		Owner
1.	Welcome and Introductions:	
	The Chairman welcomed all present and opened the meeting.	Chairman
2.	Apologies for Absence & Declarations of interest:	
	Apologies for absence were received from Cllr Blackwell and Cllr Reeves. There were no declarations of interest.	Chairman
3.	Minutes of meeting held on 18 September 2024 to be agreed as correct record:	
	The minutes of the last meeting held on 18 September 2024 were agreed as a correct record.	Chairman

4.	Matters arising from Minutes of the previous meeting:	Chairman
	<p>Secretariat Support: The Chairman thanked the HLO for stepping into the breach and welcomed Cheryll to the meeting as secretariat support.</p> <p>Record of last meeting re-funding arrangements: The Chairman referred to a concern raised by Cllr Knott at the last meeting in respect of funding arrangements and advised that he had made a request to the Place Services Scrutiny panel ECC to review said funding arrangements which has since been added to the work programme. Dan Maclean advised that much of the assessment on the existing network is underway, and he has requested to tie these together to avoid duplication of the work and will revert with any updates. Cllr Knott expressed his thanks for this having now been added to the minutes.</p> <p>Members Guide: Currently going through internal sign off to ensure it meets existing guidelines. Can be shared with member before going public, hopefully within the next month or so. Existing guide can still be found on the Essex Highways website.</p> <p>Capital Budget: Funds are allocated year on year and are not automatically rolled over as priorities may change. Roll-over of funds can be requested but this exceptional.</p> <p>285 Eastern Esplanade, Canvey Island: Completed</p> <p>Panel Budget: Nothing more can be funded in this financial year.</p> <p>Replacement of Cllr Harvey on Local Highways Panel: Ongoing</p>	<p>Chairman</p> <p>Chairman/ JK/DM</p> <p>DM</p> <p>DM</p> <p>HLO</p> <p>DB</p>

5.	Report on Funded Schemes – Report 1:																									
<p>This report provides an update on the current position of all the schemes which the Castle Point Local Highway Panel has recommended for inclusion in the 2024/25 programme:</p>																										
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<p>Within the programme the dates given as Quarters 1 to 4, refer to the financial year as follows: -</p> <ul style="list-style-type: none"> • Q1 – Quarter 1 – April to June • Q2 – Quarter 2 – July to September • Q3 – Quarter 3 – October to December • Q4 – Quarter 4 – January to March <p>Members are reminded that the costs supplied are budget allocations only and there is the possibility that a final scheme cost could change dependant on issues which may arise especially during detailed design and construction. The panel will be informed of any budget adjustments required.</p> <p>On the agreement of the Panel, prior to Christmas 2024, an extra scheme was funded to go through design which is currently in place.</p> <p>Funded Schemes:</p> <p><u>Ref 6: LCAS222030 – Poors Lane – Traffic Calming - £7,500</u> <u>Installation of horse rider warning signage.</u> Delivery date 11 February for works will be implemented, subject to permit being obtained.</p> <p><u>Ref 13: LCAS222028 – Clifton Avenue – Traffic Calming - £10,000</u> <u>Request for measures to help with traffic calming.</u> Will be completed within the financial year.</p>																										

	<p>Chairs Panel Schemes:</p> <p><u>Ref: 1: LCAS212003 – Greenacres – Hadleigh Traffic Management - £39,000</u> <u>Implementation of kerb adjustment.</u> Work should be completed in February.</p>																																												
6.	<p>Report on Schemes Awaiting Funding – Report 2:</p>																																												
	<p>The Schemes Awaiting Funding List identifies those scheme requests which have been received for the consideration of the Castle Point Local Highways Panel (LHP).</p> <p>The agreed Castle Point LHP Capital Budget for 2024/25 was £114,400. At the April 2024 Panel meeting Members made scheme funding recommendations to a value of £107,000. There remains £7,400 of the 2024/25 LHP Capital Budget which the panel can now use to make further scheme funding recommendations.</p> <p>There are currently Schemes Awaiting Funding with an estimated cost of £453,500 as shown in the summary below.</p> <table border="1" data-bbox="178 1079 1319 1675"> <thead> <tr> <th colspan="5">Schemes Awaiting Funding List</th> </tr> <tr> <th rowspan="2">Ref</th> <th rowspan="2">Scheme Type</th> <th colspan="3">Scheme Costs</th> </tr> <tr> <th>Chairman's Panel Schemes</th> <th>LHP Schemes</th> <th>Total Value of Schemes</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Traffic Management</td> <td>£235,000</td> <td>£104,000</td> <td>£339,000</td> </tr> <tr> <td>2</td> <td>Walking</td> <td>£0</td> <td>£16,500</td> <td>£16,500</td> </tr> <tr> <td>3</td> <td>Cycling</td> <td>£0</td> <td>£0</td> <td>£0</td> </tr> <tr> <td>4</td> <td>Passenger Transport</td> <td>£98,000</td> <td>£0</td> <td>£98,000</td> </tr> <tr> <td>5</td> <td>Public Rights of Way</td> <td>£0</td> <td>£0</td> <td>£0</td> </tr> <tr> <td>6</td> <td>Total</td> <td>£333,000</td> <td>£120,500</td> <td>£453,500</td> </tr> </tbody> </table> <p>Following changes to the LHP Scheme Criteria, some schemes have now been identified for the consideration of the Chairman's Panel.</p> <p>The Schemes Awaiting Funding which would need to be transferred to the Chairmans Panel have an estimated cost of £333,000. There will then be Schemes Awaiting Funding with an estimated cost of £120,500 for the consideration of the panel.</p>	Schemes Awaiting Funding List					Ref	Scheme Type	Scheme Costs			Chairman's Panel Schemes	LHP Schemes	Total Value of Schemes	1	Traffic Management	£235,000	£104,000	£339,000	2	Walking	£0	£16,500	£16,500	3	Cycling	£0	£0	£0	4	Passenger Transport	£98,000	£0	£98,000	5	Public Rights of Way	£0	£0	£0	6	Total	£333,000	£120,500	£453,500	
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Cllr Knott asked for clarification on the cycling scheme – whether it was zero because there is no funding or because no schemes have been put forward? The HLO confirmed no schemes have been put forward.

Traffic Management:

The HLO drew attention to the number of schemes marked green waiting to be funded and suggested that the panel should now be considering which schemes they would like funded as a priority in the next Budget and to let her know for discussion at the next meeting.

Cllr Egan referred to two schemes waiting validation and enquired when they would be considered for funding:

Ref: 6: LCAS242003 – Church Road, Thundersley – Traffic Management
No railing outside school

Ref: 12: LCAS242009 – Kents Hill Road North – Traffic Calming
Vehicles mounting pavement to pass oncoming vehicles.

The HLO advised all validations are being worked on now and will come back with a cost shortly if they are viable.

Ref: 13: LCAS242010 – Daws Heath Road – Traffic Calming
The HLO confirmed that the new scheme will include white lineage, blind bend signage.

Ref: 7: LCAS242004 – Roscommon Way – Horse Rider Signage
Engineer has advised there is adequate signage, but the HLO will ask for back-to-back signage, if it is viable. Signage currently covered by foliage; Cllr May will speak to Morrisons.

Ref: 9: LCAS242006 – Appleton Road, South Benfleet – Traffic Calming
Marked as red as not a speeding issue, but to be left on report pending further consideration.

Walking:

Ref: 1: LCAS222024 – Badger Hall Avenue – Dropped Kerb
To be marked “priority”

Ref 5: LCAS243001 – Link Road, Canvey Island – Traffic Calming
Marked as red as not a speeding issue, drivers not stopping for zebra crossing. To add possibility of moving crossing to existing request and leave on report for further consideration.

7.	Any Other Business:	
	<p>Cllr Anderson asked for an update on the contractor for Fairglen. Chairman advised no update available but still moving forward, should have an announcement by new financial year.</p> <p>A question has been raised as to the viability of Castle Point Borough Council looking to North West Thundersley as part of their solution to Angela Rayner's housing plans. Sensible to wait until Regulation 19 report comes out Feb/March 2025.</p>	<p>JA</p> <p>Chairman</p>
8.	Date of next meeting:	
	<p>TBC</p> <p>The meeting ended at 12.10pm.</p>	