

MALDON DISTRICT LOCAL HIGHWAYS PANEL MINUTES

FRIDAY 22 JULY 2022 at 10:00a.m.

**COUNCIL CHAMBER, MALDON DISTRICT COUNCIL OFFICES,
PRINCES ROAD, MALDON, ESSEX, CM9 5DL**

Chairman:	Councillor M F L Durham
Panel Members:	Essex County Council – Councillor J Fleming, Councillor W Stamp Maldon District Council – Councillor S Morgan, Councillor A L Hull, Councillor S Nunn Parish Council Representative – Mr J Anderson
Officers:	EH Kandice Louis - Highway Liaison Officer EH Daniel Maclean – Highways Liaison Officer Team Leader
Secretariat:	Charlotte Elderton – Maldon District Council

Item		Owner
1.	<p>Welcome and Introductions:</p> <p>The Chairman welcomed all Members to the meeting of the Maldon District Local Highways Panel and advised on the protocol for today' meeting. Individual introductions were given.</p>	Chairman
2.	<p>Apologies for absence:</p> <p>Apologies have been received from Cllr Stephen Nunn.</p>	All
3.	<p>Minutes of Previous Meeting:</p> <p>The minutes of the meeting held on 29 March 2022 were received and confirmed.</p>	All
4.	<p>Matters Arising from Minutes of the previous meeting: 29 March 2022</p> <p>It was noted that the action in relation to Appleton's bridge remained outstanding. Action: LHP Officer to share information relating to Appleton's Bridge to all members of the LHP.</p> <p><u>Fambridge Road, Maldon (Limebrook Way RAB to Royal Oak P/H) –</u></p>	All

	<p><u>Footpath</u> – A meeting on site is still required and Cllr Durham and Cllr Fleming will arrange a date outside of the meeting.</p> <p>The speed survey in relation to Wood Road, revealed that there is not an issue with speed at this location.</p> <p>It was noted that many of the schemes from 2021/22 have had to be rolled over into 2022/23 along with the funding for them. This includes all designs and feasibility studies.</p>																					
<p>5.</p>	<p>Report on Funded Schemes – 2022/23:</p> <p>The Highways Liaison Officer drew members attention to page 9 of the agenda pack which provides an update on the current position of all the schemes which the Maldon Local Highway Panel has recommended for inclusion in their 2022/23 programme.</p> <p>LHP Funding 2022/23</p> <table data-bbox="292 846 1094 1128"> <tr> <td>LHP funding 2022/23</td> <td style="text-align: right;">£200,000</td> </tr> <tr> <td>Reduction for Countywide Casualty Reduction Schemes</td> <td style="text-align: right;">£29,250</td> </tr> <tr> <td>Sub-Total</td> <td style="text-align: right;">£170,750</td> </tr> <tr> <td>LHP additional funding 2021/22</td> <td style="text-align: right;">£100,000</td> </tr> <tr> <td>Re-profiled funding from 2021/22</td> <td style="text-align: right;">£131,269</td> </tr> <tr> <td>LHP additional funding 2022/23</td> <td style="text-align: right;">£200,000</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£602,019</td> </tr> </table> <p>Budget Summary 2022/23</p> <table data-bbox="292 1205 927 1352"> <tr> <td>Total LHP budget 2022/23</td> <td style="text-align: right;">£602,019</td> </tr> <tr> <td>Scheme Recommendations / Slipped Schemes</td> <td style="text-align: right;">£271,500</td> </tr> <tr> <td>Remaining Budget to Allocate</td> <td style="text-align: right;">£330,519</td> </tr> </table> <p>Cllr Durham explained to the group that he had already expressed his concern over the large number of schemes that had been rolled over from last year and are now not due for completion under Q3/4 this year. Ideally the schemes that have been rolled over should be prioritised. Dan Maclean explained this was due to resourcing but confident that the team is nearly at capacity and will be able deliver these schemes within this year.</p> <p>The question was raised as to the timeframe for a scheme from start to finish where Dan Maclean explained that there were 3 scenarios:</p> <ul style="list-style-type: none"> • Total Scheme – funded, design and implementation within 1 year • Design Only – design within 1 year and implementation the year after. • Feasibility – This could take up to 3 years. 	LHP funding 2022/23	£200,000	Reduction for Countywide Casualty Reduction Schemes	£29,250	Sub-Total	£170,750	LHP additional funding 2021/22	£100,000	Re-profiled funding from 2021/22	£131,269	LHP additional funding 2022/23	£200,000	Total	£602,019	Total LHP budget 2022/23	£602,019	Scheme Recommendations / Slipped Schemes	£271,500	Remaining Budget to Allocate	£330,519	
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<p>Dan Maclean advised the group that all 12 panels have had to roll schemes int next year. Concern was raised by members that other panels seem to have progressed schemes much quicker than Maldon has and that there were some schemes that seemed to have been removed from the list without the agreement of panel members.</p> <p>Action: Dan Maclean and Kandice Louis will provide members with a list of all schemes that have been removed from the list due to not meeting the criteria and can revisit as appropriate.</p> <p>Cllr Fleming advised of the Limebrook Way Speed Reduction which has been removed from the list of schemes, despite her having a meeting with the cabinet member on Monday.</p> <p>Dan Maclean confirmed that Cllr Scott will be advised of the administrative error but noted that the cabinet member ultimately has the power to implement a scheme even if it doesn't fit the criteria.</p> <p>Members also raised concern over the high number of schemes within the Heybridge and Tollesbury Division against those in Maldon and Southminster but Cllr Durham explained that this is directly related to the number of schemes that are put forward from those Divisions and the budget cannot be allocated equally across the Divisions. Cllr Stamp enquired as to how a former LHP member had managed to get schemes on the list and have them progressed so quickly and it was explained that lots of emails were sent directly and as much information needs to be provided on the application to avoid slowing the process and the use of 'what 3 words' app is extremely useful.</p> <p>Action: Dan Maclean and Kandice Louis offered to provide a list of the number of applications in each Division.</p> <p>Dan Maclean also advised that from Monday there will be a design engineer that will focus purely on clearing the validations and will try hard to adhere to a 3-month turnaround for validation.</p> <p>A review of the funded schemes was undertaken. The following updates were noted:</p> <p><u>2. Maypole Road, j/w Back Lan, Great Totham</u> – This scheme has been put forward but was deemed not to work. The Safer Roads team are now looking at alternative options.</p> <p><u>5. Maldon Road, Great Braxted – Public Transport Interventions</u> – Requests for new bus stops are on hold but requests for current assets is the responsibility of the LHP.</p> <p><u>9. Woodrolfe Road, Tollesbury</u> – Surface Improvements - £90,000 was the estimate costs, the actual costs may come in lower.</p>	
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	<p><u>14. A414 Maldon Road, Woodham Mortimer – Pedestrian Refuge –</u> The design for this scheme was funded last year and was due to be implemented this year but has had to roll forward. Emails from Cllr Scott give the impression he is aware of the actual location of these pedestrian refuges. It was noted that it was likely from the initial preliminary design.</p> <p><u>15. Southminster Road, Asheldham – Bend Improvements –</u> Members thought that this scheme was not due to be funded by LHP following a feasibility study completed by residents years ago. The design for this is due to be completed in Q4 and will come to the March meeting to agree funding for 2023/24.</p> <p>Action: Cllr Stamp will forward the history for this scheme to Dan Maclean and Kandice Louis.</p>									
<p>7.</p>	<p>Report on Schemes Awaiting Future Funding:</p> <p>The Highways Liaison Officer drew the Panel’s attention to page 12 of the report which identified all of the requests that have been received for the consideration of the Maldon Local Highways Panel.</p> <p>The panel are asked to review the schemes making their funding recommendation for those schemes they wish to see delivered and also remove any which they would not want to consider for future funding.</p> <p>The breakdown of scheme types available for consideration is as below:</p> <p>Budget Summary</p> <table data-bbox="284 1400 758 1556"> <tr> <td>Traffic Management</td> <td>£124,500</td> </tr> <tr> <td>Walking</td> <td>£7,000</td> </tr> <tr> <td>Passenger Transport</td> <td>£6,500</td> </tr> <tr> <td>Public Rights of Way</td> <td>£0</td> </tr> </table> <p>Total £138,000</p> <p>As in previous discussions, concerns had been raised over the large number of schemes in Heybridge and Tollesbury against those for Maldon and Southminster and the inequality of the funding allocated therefore to each of the Divisions.</p> <p>Cllr Durham explained that in order to progress some of the schemes for funding in this year we need to go through all of the schemes individually and agree / defer and hold a further meeting to discuss those schemes that have not yet been validated. The design engineers are finalising their programme for next year and it is</p>	Traffic Management	£124,500	Walking	£7,000	Passenger Transport	£6,500	Public Rights of Way	£0	<p>Highways Liaison Officer</p>
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<p>important to get some schemes into the programme. Even if members agreed to fund all schemes awaiting funding today, there would still be funding remaining to allocate to additional schemes that come forward.</p> <p>Action: Cllr Durham agreed to request that all Maldon and Southminster Schemes are given priority for validation</p> <p>A review of the schemes awaiting funding was undertaken noting those that remained in validation.</p> <p>Traffic Management</p> <p><u>1. Walden House Road, Great Totham – 20’s Plenty</u> – Explanation was given in regard to the 20’s Plenty scheme explaining that it is a 20mph speed limit outside of schools but is not enforceable. Funding Agreed.</p> <p><u>2. Mill Road, Maldon – Signage</u> – Despite the speed survey results showing no issue, the scheme is being assessed to see which other measures can be considered at this location. Members advised that that there is currently no signage to indicate that there is a school.</p> <p><u>5. Basin Road, Heybridge Basin – Gateways</u> – Members remember correspondence indicating that there was not room to install village gateways at this location. Parish Council to progress if required. Funding Not Agreed.</p> <p><u>9. Hackman’s Lane, Cock Clarks – 40mph Buffer</u> – The previous LHP officer had met on site with Cllr Scott. There is a surgery on Monday for this scheme. Funding Agreed when signed off by Cabinet Members.</p> <p><u>10. Viking Road, Maldon – Guard Railing</u> – Funding Agreed</p> <p><u>11. Station Road / Alexandra Junction - Signage</u> – Funding Agreed</p> <p><u>12. Rectory Road – Signage</u> – Funding Agreed.</p> <p><u>15. Asheldham Brook Bridge – Signage</u> – Funding Agreed.</p> <p><u>17. Station Road, Southminster – 20mph</u> – Funding Agreed.</p> <p><u>18. Woodrolfe Road, Tollesbury – Surface Improvements</u> – This scheme is already on the funded schemes and should therefore be removed from this list. Scheme to be removed from awaiting funding list as already on the funded schemes list.</p> <p><u>20. Tiptree Road, Wickham Bishops – Footway</u> – A real safety issue. Funding Agreed.</p>	
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	<p><u>24. Park Drive, Maldon – Signage – Funding Agreed.</u></p> <p>Walking</p> <p><u>2. Maldon Road, B1022 – Footway Improvements – This scheme should be updated to Heybridge and Tollesbury Division. Funding Agreed.</u></p> <p><u>3. School Road, Little Totham – Footway Improvements – Funding Agreed.</u></p> <p>Passenger Transport</p> <p><u>3. High Street, Maldon – Kerb Line and Bus Stop Cage – Passenger Transport</u> have asked us to approach the Cabinet Member, if the panel agree to fund the design, it will be implemented without further cost to the panel. Funding Agreed.</p> <p>Public Rights of Way</p> <p><u>1. Byway 32 Purleigh (Roundbush Road to Howe Green Road) – Cllr Fleming</u> declared an interest in this item. PROW have assessed and aside from some minor repair works nothing further required from the LHP. Agreed to remove this scheme.</p>	
<p>8.</p>	<p>Any Other Business</p> <p>As agreed earlier in the meeting, Southminster and Maldon schemes going through validation should be given priority and moving forward no schemes will be removed without agreement from the panel.</p> <p>There are a lot of schemes that could be agreed prior to the next meeting, the LHP Liaison Officer will circulate these via email for members to agree.</p> <p>A further meeting is likely to be required in advance of the next planned meeting, a date for this will be circulated as soon as officers have collated the required information.</p>	
<p>9.</p>	<p>Date of next meeting</p> <ul style="list-style-type: none"> ➤ 27th September 2022 (TBC) ➤ 1st December 2022 (TBC) ➤ 1st March 2023 (TBC) 	

The meeting closed at 12:15 p.m.