

## MINUTES OF THE HARLOW LOCAL HIGHWAYS PANEL HELD ON

25 June 2024

7.00 – 8.13 pm

### PRESENT

#### Committee Members

County Councillor Clive Souter, Harlow West (Chair)  
County Councillor Andrew Johnson, Harlow South East  
Councillor David Carter, Harlow District Council  
Councillor Kay Morrison, Harlow District Council

#### Officers

Sarah Tomlin, Highways Liaison Officer  
Nicole Parker, Corporate Support Officer  
Julie Galvin, Legal Services Manager

#### Other Members

Councillor Alastair Gunn

### 1. WELCOMES AND INTRODUCTIONS

The Chair welcomed all attendees to the meeting and invited Councillors and Officers to introduce themselves.

Katerina Beck, Parent Governor of Tanys Dell Primary School, attended the meeting to discuss issues with the roads and parking around Tanys Dell School. She advised she had met with Councillor Michael Garnett in 2022 at the school to discuss what safety measures needed addressing including; lack of road markings, faded road markings, the zebra crossing being misused and the need for a 20pmh zone to be implemented. Sarah Tomlin, Highways Liaison Officer, advised she had previously reported the faded road markings. Katerina Beck presented a detailed handbook including a little of issues and suggestions for improvement to Councillor Clive Souter for the Panel's information. Councillor Clive Souter and Sarah Tomlin confirmed they would meet Katerina Beck at the school to look at the area during the times she was concerned about to be able to report this. The Panel thanked Katerina Beck for her detailed handbook and attendance at the meeting.

*Katerina Beck and Julie Galvin, Legal Services Manager, left the meeting.*

### 2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Michael Garnett and Michael Hardware and Dan Maclean, Highways Liaison Officer.

3. **MINUTES OF MEETING HELD ON 12 MARCH 2024 TO BE AGREED AS A CORRECT RECORD**

Agreed.

4. **MATTERS ARISING FROM MINUTES OF PREVIOUS MEETING**

Councillor Kay Morrison raised an issue on the implementation of the new signs for Bush Fair shopping centre. Councillor Clive Souter noted that the issue was being dealt with by Councillor Michael Garnett. Councillor Alastair Gunn advised Councillor Kay Morrison to raise this with Councillor Michael Garnett, however, he noted that as the Portfolio Holder he may also be able to also discuss this with Councillor Kay Morrison outside of the meeting.

5. **REPORT ON FUNDED SCHEMES AND CHAIR PANEL SCHEMES**

Sarah Tomlin advised the Panel that although the Panel does still have money to allocate to funded schemes, she explained Harlow has overspent in the past two years and, therefore, cannot overspend this year. She suggested that although there is a buffer, it should be left.

Sarah Tomlin noted that the first Chairmans Panel meeting took place in mid-May and Harlow were successful in getting the Passmores cycle route scheme 50 per cent funded which would be implemented in 2024/25. Sarah Tomlin was hopeful of securing funding for the second phase of this project through the Chairmans Panel for 2025-2026.

Councillor Alastair Gunn questioned if any work was taking place on Commonsides Road traffic calming improvements. Councillor Alastair Gunn asked if the work would only cover from Commonsides Road up to the Tysea Road junction and if there was any consideration on extending the feasibility work up to the Latton Green Estate. Councillor Alastair Gunn advised that he felt that this area had more issues than just those being looked at. Sarah Tomlin advised that at this current stage the design work is underway and that extending the scheme at this stage would not be possible. Councillor Clive Souter confirmed that himself and Sarah Tomlin would attend the site. Sarah Tomlin advised that further survey work could be done and a scheme validation may be put forward for the section. They would keep Councillor Alastair Gunn informed of any updates.

Sarah Tomlin updated all panel members on each funded schemes and their progress.

A summary of the schemes which were taken to the Chairs Panel was included in the report. It was noted that one scheme had received funding and the other three schemes would be discussed at the next meeting. The Panel agreed that the Potter Street review of the existing 20mph zone should be classed as priority.

Councillor David Carter noted that Paringdon Road from Maunds Hatch towards the Church needed looking at. Sarah Tomlin advised that a survey has been undertaken for this. Councillor Clive Souter also advised that he had had a discussion with Councillor Dan Swords, Leader of Harlow Council, about implementing a Smiley Radar Speed Sign in this area. Sarah Tomlin advised that these must meet a specific criteria to be funded, however, noted that other options could be explored.

## 6. **REPORT ON SCHEMES AWAITING FUNDING**

Sarah Tomlin advised the Panel that there was currently no funding to allocate to any of the Schemes Awaiting Funding.

The Panel noted that Second Avenue was surveyed as requested following the bus service being cancelled and the issues with pedestrians crossing the road, however, no outcomes are currently feasible as there was not enough crossing movement evidenced in the traffic survey.

Sarah Tomlin highlighted there were many bus shelters on the report and noted that Passenger Transport had previously advised that they would be attending a meeting of the Panel. Sarah Tomlin advised that she was hopeful they will attend in October.

Councillor Andrew Johnson discussed the bus lane in Church Langley which was not in use and suggested the need for its removal. Sarah Tomlin had been asked previously by Passenger Transport to look at this and noted that the scheme had been in validation. She advised she would go back to Passenger Transport to seek clarity and ask whether they have any funding available to allocate to this potential scheme, as this is likely to be a costly scheme

Sarah Tomlin advised that at the next meeting the Panel would start to put together a priority list for the next year.

Councillor Kay Morrison noted that three faded zebra crossings had been brought to her attention in Manor Hatch, Passmores and near Purford Green Primary School. Sarah Tomlin advised that she would email Councillor Kay Morrison after the meeting for full details as these are the responsibility of Essex Highways and would need to be reported on the portal for them to inspect.

Councillor Kay Morrison raised concerns of heavy lorries driving through Water House Moor. She advised there is a sign within Water House Moor and coming off the A414 to deter lorries from doing this, however, it is being ignored. Councillor Clive Souter advised this would be an issue for the police. Sarah Tomlin advised Councillor Kay Morrison to ask residents to make a note of the specific HGV drivers and their companies and suggested that contacting them directly may be a good solution.

Councillor David Carter asked if Councillor Clive Souter and Sarah Tomlin could visit Elizabeth Way from the Station to the Flour Mill to look at the 50pmh signs as he advised there were two small ones on the road and possibly more covered by trees. They confirmed they would visit.

7. **ANY OTHER BUSINESS**

None.

8. **DATE OF NEXT MEETING**

The next meeting would be 1 October 2024 at 10am.

CHAIR OF THE PANEL