



**Minutes of the Meeting held on 30th May 2019 at 7.30pm in the Meeting Room,  
The Old School House, Main Road, Danbury**

**Present:** Cllrs: A Chapman (Chairman, ex officio), C Baker, G Chapman, D Chesterman, B Hallett, A Keeler, J Thombs.

**In Attendance:** Mrs L Mitchelmore (Assistant Clerk), Mrs M Harper (Parish Clerk). 3 Members of the public.

**19/20.1 Election of Chairman 2019-20**

Cllr A Chapman was proposed by Cllr G. Graham and seconded by Cllr J Thombs and as there were no other nominations Cllr A Chapman was elected unopposed.

RESOLVED: that Cllr A Chapman be elected Chairman of the Environment Committee for the year 2019/20.

**19/20.2 Election of Vice-Chairman 2019-20**

Cllr B Hallett was proposed by Cllr D Chesterman and seconded by Cllr J Thombs and as there were no other nominations Cllr B Hallett was elected unopposed.

RESOLVED: that Cllr B Hallett be elected Vice Chairman of the Environment Committee for the year 2019/20.

**19/20.3 Apologies for Absence**

Apologies were received from Cllr S Berlyn.

**19/20.4 Declarations of Interest**

All Members were reminded that they must disclose any pecuniary or non-pecuniary interests they know they may have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They were reminded that they would need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a pecuniary one. They were also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. Unforeseen interests must be declared similarly at the appropriate time.

Cllr D Chesterman declared a non-pecuniary interest in item 19/20 8.

## **19/20.5 Public Questions**

i) A member of the public, representing the Danbury Park School Parent's Association, addressed the committee in relation to agenda item 19/20 8, highlighting the concerns of parents around road safety when crossing Well Lane and using the Zebra Crossing on Main Road. They brought with them a petition with 259 signatures.

Cllr Mrs Chapman proposed that agenda item 19/20 8 be brought forward and it was agreed.

### **19/20.8 Zebra Crossing on Main Road and Well Lane.**

Members received a report including a letter written on behalf of the Danbury Park School Parent's Association with suggestions for improvements. After a lengthy discussion it was agreed to submit requests to the Local Highways Panel (LHP) for safety reviews of the crossing point on Well Lane and the Zebra Crossing on Main Road outside Danbury Park School. The member of the public would keep possession of the petition until required and the Assistant Clerk would liaise with them to if further information was required.

i) RESOLVED: to submit a request to the LHP for a safety review of the Zebra Crossing outside the Bell Pub on Main Road, including the following suggestions for improvements.

1. Improved signage: there is no school hazard sign coming from Chelmsford along the A414 in both directions.
2. Timed flashing school hazard signs on the A414 in both directions.
3. Refuge islands for the A414 at the zebra crossing.
4. A traffic light-controlled crossing.

Proposed: Cllr C Baker; seconded Cllr D Chesterman; all agreed.

ii) RESOLVED: to submit a request to the LHP for a safety review for pedestrians crossing Well Lane in the vicinity of Danbury Park School including the following suggestions for improvements.

1. Review the position of the signage.
2. Timed flashing school hazard signs in both directions on Well lane coming towards the school.
3. Refuge islands for the crossing point on Well Lane.
4. Extend the double yellow lines to the school car park entrance (to the dropped kerb.)
5. Bollards on the pavement to prevent parking on the path on the school side of Well Lane at the crossing point.
6. Provide a zebra crossing on Well Lane.

Proposed: Cllr D Chesterman; seconded Cllr J Thombs; all agreed.

ii) The second member of the public addressed the committee in relation to agenda item 19/20 9 regarding the safety of pedestrians using the narrow footway at the 'lay-by' adjacent to the junction of Hyde Lane and Maldon Road (Gay Bowers end.), as vehicles were increasingly using it to access Hyde Lane.

Cllr Mrs Chapman proposed that agenda item 19/20. 9 be moved up the agenda and it was agreed.

**19/20.9 Junction of Hyde Lane and Maldon Road/(Gay Bowers end).**

Members received a report including a letter from a resident and advice received by the County Councillor for a solution to prevent vehicles from using the lay-by to gain access to Hyde Lane (Gay Bowers end) from its junction with Maldon Road, as this was causing safety concerns for residents due to the narrowness of the footway. After a discussion it was agreed to submit a request to the LHP for permanent bollards at both ends of the 'lay-by' to prevent it from being used as a short cut.

RESOLVED: to submit a request to the LHP for the provision of permanent bollards at both ends of the layby to prevent it being used as a short-cut.

Proposed Cllr A Chapman; seconded Cllr B Hallett; the majority agreed.

iii) The third member of the public addressed the committee in relation to agenda item 19/20 10 regarding the safety of pedestrians crossing Main Road at Danbury Palace to access the bus stops.

Cllr Mrs Chapman proposed that agenda item 19/20.10 be moved up the agenda and it was agreed.

**19/20.10 A414 Outside Danbury Palace.**

Members received a report including a letter from a resident and advice from the Highways Liaison Officer. After a discussion it was agreed to submit a request to the LHP for a review of the safety aspects of the area around Danbury Palace for pedestrians crossing Main Road.

RESOLVED: to submit a request to the LHP for a review of the safety aspect of the area around Danbury Palace for pedestrians.

Proposed Cllr C Baker; seconded Cllr J Thombs; all agreed.

**19/20.6 Minutes of the Environment Committee**

RESOLVED: that the minutes of the meeting held on 18th March 2019 were approved and signed as a correct record.

**19/20.7        Actions from the Minutes.**

The actions from the minutes were noted.

18/19 46.3: the bus shelter seat and window had been repaired.

19/19 25b: Cllr Mrs Chapman requested that if members had any amendments to suggest for the footpath maps, they email them to the Assistant Clerk/Footpath officer to be brought to the next agenda.

**19/20.8        Zebra Crossing on Main Road and Well Lane.**

Cllr Mrs Chapman proposed that agenda item 19/20 8 be taken forward to public questions and it was agreed. Please see minute 19/20.5(i).

**19/20.9        Junction of Hyde Lane and Maldon Road/(Gay Bowers end).**

Cllr Mrs Chapman proposed that agenda item 19/20 9 be taken forward to public questions and it was agreed. Please see minute 19/20.5(ii).

**19/20.10      A414 Outside Danbury Palace.**

Cllr Mrs Chapman proposed that agenda item 19/20.10 be taken forward to public questions and it was agreed. Please see minute 19/20.5(iii).

**19/20.11      Footpaths**

**19/20.11.1. Footpath Officer Reports**

Reports from the footpath officers were received. Cllr G Chapman reported that the damaged bridge on footpath 15 had been replaced and that footpath 4 had been cleared and was visible across the field. Identified issues had either been reported to ECC or would be.

**19/20.11.2 Reported Footpath Matters**

Members received the list of reported items and updates noted:

Reported item ref:

18/19 5 the finger post was still required.

18/19 20 the footpath was clear and dry.

18/19 4 there was a new finger post.

In addition, it was reported that the finger post on footpath 35 (Capons Lane) was crumbling and that there was a damaged bridge on footpath 17.

**11.3** It was noted that there were approximately 400 footpath maps in stock.

#### **19/20.11.4. Parish Paths Partnership (P3) Scheme – Appendix 7**

Members had received draft Terms of Reference for the P3 sub-committee. If the committee did not become viable (currently only two members), by the next Environment Meeting, the committee would elect a P3 Rep who would report directly to the Environment Committee. The terms of reference were considered and agreed subject to amendments to paragraphs 3, 4 6 and 9 (to be reworded by the Assistant Clerk).

RESOLVED: that the Terms of Reference be amended as agreed at the meeting and adopted.

Proposed Cllr A Chapman, seconded Cllr C Baker; all agreed.

### **19/20.12 Bus Transportation**

#### **19/20.12.1 Passenger Transport Representative.**

Members received a report from the passenger transport representative.

**19/20.12.2. Passenger Transport Meeting.** Members received the meeting dates and agenda for Passenger Transport Meetings.

### **19/20.13 Reported Highways Matters (reported items)**

**19/20.13.1** Members noted the list of reported items.

#### **19/20.13.2 Footway Defects.**

Members received a report and prioritised 5 local footway defects to be submitted to the County Councillor.

RESOLVED: that the following footway defects be submitted to the County Councillor:

- Belvedere Road.
- Outside 24-38 Butts Lane.
- Outside 39 Maldon Road. (*originally listed as 45 Main Road but location confirmed subsequent to the meeting.*)
- Pedlars Path junction with Mill Lane.
- Pedlars Path.

Proposed Cllr B Hallett; seconded Cllr C Baker; all agreed

### **19/20.14 Chelmsford Local Highways Panel (LHP).**

**19/20.14.1.** Members noted that the next meeting is due to be held on 13th June 2019 and received the minutes of the meeting held on 14<sup>th</sup> March 2019.

**19/20.14.2** Members noted that the following were on the LHP Potential Schemes list updated 11<sup>th</sup> March 2019.

<b>Location</b>	<b>Description</b>	<b>Comments</b>
Sporhams Lane	Width restriction on road to prevent goods vehicles damaging verges.	In Validation – waiting for outcome of request for quiet lane status under LCHE152012.
Well Lane to the Heights – Service Road	One-way road	From Feasibility Study shared at June 2018 Panel Option 2 - Make one-way with carriageway and layby improvements
Penny Royal Road/Mayes Lane to Woodhill Road	Implementation of footway/walkable verge to link two parts of village	Estimated costs, design under review.
Bicknacre Road	Improvements to traffic warning signs	Feasibility Study Recommends signing improvements and vegetation clearance.
Danbury Vale	Feasibility study into flood alleviation works	Awaiting results of feasibility study.

**19/20.14.3** Members noted that the following were on the LHP Approved Schemes list updated 20<sup>th</sup> March 2019.

<b>Location</b>	<b>Description</b>	<b>Comments</b>
Bicknacre Road	Feasibility study into improvements to traffic warning signs	Completed – on potential schemes list.
Penny Royal Road/Mayes Lane to Woodhill Road	Design of Footway/Walkable verge	Study being finalised.
Danbury Vale	Feasibility study into flood alleviation works	Study being finalised.

**19/20.14.4** Members received a report on submitted LHP requests as follows:

1. The LHP request for the A414 Maldon Road j/w Hyde Lane - Warning Signs/SLOW road markings – had been submitted and was in validation. Reference: LCHE192006.
2. The LHP request for the advisory 20mph limit with wig wags had been submitted and a traffic count had been conducted as a part of

the validation process. Reference: LCHE192004. The Assistant Clerk would inform the Headteacher of the school.

3. The traffic count for the Little Baddow Road had been requested, however as a count had been conducted as a part of the validation request for the 20mph limit, this one would not be carried out.

**19/20.14.5** Members received and considered the traffic count data conducted as a part of the validation process for the LHP scheme request LCHE192004. (Advisory 20mph limit and associated signage outside St Johns School.). Cllr D Chesterman proposed that a challenge be sent about the interpretation of the results due to the proximity of the mean average daily speed to 30mph and that the speed that the top 15% were travelling at was in excess of 43.2mph. Cllr J Thombs would provide some wording after the meeting. A recorded vote was requested.

RESOLVED: that a challenge be sent about the interpretation of the results due to the proximity of the mean average daily speed to 30mph and that the speed that the top 15% were travelling at was in excess of 43.2mph.

Proposed Cllr D Chesterman; seconded Cllr J Thombs; agreed by majority vote:

For: Cllrs D Chesterman and J Thombs;

Against: Cllr C Baker

Abstentions: Cllrs A Chapman, G Chapman, B Hallett and A Keeler.

#### **19/20.15. Advertising.**

Members noted that information relating to outdoor advertising was available in 'Communities and Local Government, 2007, Outdoor advertisements and signs: a guide for advertisers,' at the following link:

<https://www.gov.uk/government/publications/outdoor-advertisements-and-signs-a-guide-for-advertisers>

#### **19/20.16. Living Landscapes**

There were no updates.

#### **19/20.17 Danbury Lakes Forum**

**19/20.17.1** Members had previously received feedback from the Danbury Lakes Forum held on 4<sup>th</sup> April 2019, at the Parish Council Meeting on 15<sup>th</sup> May 2019.

**19/20.17.2** The Parish Clerk would be writing a letter the County Councillor as discussed at the Parish Council meeting held on 15<sup>th</sup> May 2019.

**19/20.18 Mill Lane Trees.**

Members noted the response received from the Essex Wildlife Trust following the works to Trees in Mill Lane.

**19/20.19. Tree Charter.**

Members considered and agreed the Terms of Reference for the Tree Charter Working Group.

RESOLVED: that the terms of reference for the tree charter group be adopted.

Proposed Cllr B Hallett; seconded Cllr G Chapman; all agreed.

**19/20.20. Parish Cleansing Days**

Members noted that as the Parish Cleansing Dates had been taken up, Chelmsford City Council would not be able to provide a day for Danbury this year. It was suggested the council conduct their own and this would be brought to the next agenda.

**19/20.21 Trees**

Members noted that responsibility for trees had been passed from the Facilities Committee to Environment Committee.

**19/20.21.1 Tree Survey**

Members noted that planning permission had been received for the TPOd trees within the programme of recommended works; works were scheduled to be carried out on 4<sup>th</sup> to 6<sup>th</sup> June; chippings would be delivered to the Groundsman to 'break down' into mulch (this would take approx. 2 months), which would be used by volunteers to carry out the recommended mulching and ivy removing works. Volunteers were still to be recruited for these works. It was suggested that advertisements for volunteers could be placed in the Danbury Times.

**19/20.21.2 Tree Survey 2019**

Members noted information that the quotes were in hand for the survey to be undertaken late September/early October.

**19/20 21.3 Trees at Pedlars Path – TPO application**

Members noted that an application had been submitted for TPOs on the trees at Pedlars Path and a response from the Tree Officer at Chelmsford City Council was still awaited.

**19/20.22 Ponds at Eves Corner and Runsell Green**

i) Members noted that responsibility for ponds had been passed from the Facilities Committee to Environment Committee.

ii) Members noted that the meeting had been arranged to meet with The Conservation Volunteers (TCV) leader in July to review both ponds and discuss/agree works to be undertaken in September.



**19/20.23 Matters for Report** (for information only)

There were no matters for report.

**19/20.24 Forthcoming Meetings 2019**

Meetings were scheduled for 22nd July 2019 and 16th September 2019.

There being no further business the chairman closed the meeting at 9.50pm

Chairman

Signed:

Dated: