WRITTLE PARISH COUNCIL

HIGHWAYS AND TRANSPORT COMMITTEE

Minutes of the meeting held on Monday, 21 September at 8.15pm at the Parish Office, The Green, Writtle, CM1 3DT

Members

Mr M Jones	✓ ***(CHAIR)***	Mr M Evans	✓
Mr R Hartley	✓	Mr R Schmid	✓
Mr J Denham	✓	Mr R Sidney	✓ **(VICE-CHAIR)**

In Attendance

Mrs L Fox	✓ ***(CLERK)***
Mrs J Atterbury	✓ ***(ASST CLERK)***

Members of the public 0

✓= Present X = Absent A = Apologies

ACTION

HT.26/27.13 Public Forum
There were no members of the public present.

HT.26/27.14 Apologies for absence
There were no apologies for absence.

HT.26/27.15 Minutes of the last meeting
The minutes of the Highways and Transport Committee meeting held on 18 May 2026, were **agreed** as an accurate record. **All agreed**

HT.26/27.16 Declaration of Interests
It was **noted** that there were no declarations of interest.

HT.26/27.17 Progress check
The progress check was **noted.**

HT.26/27.18 Bollards on Prestons Triangle
It was **noted** that the South East Parking Partnership (SEPP) had issued a number of tickets for vehicles parked on Prestons Triangle and the number of vehicles parked on the triangle had reduced. It was **noted** Essex Highways had been contacted to request an application to install bollards on Prestons Triangle to prevent vehicles parking. Essex Highways had

responded that they preferred flower planters to bollards. It was **agreed** (if the underground utility cables could be surveyed and identified) the preferred option was bollards as this was in keeping with the Green and St John's Green. It was **agreed** to seek a quote for the cost of the utility survey and to circulate it by e-mail to the committee. It was **agreed** to contact the company who have provided a quote to determine whether 900mm bollards, with 300mm in the ground would be suitable.

ACTION
To seek a quote for the cost of the utility survey. *Cllr M Evans*
To contact the company who have provided a quote to determine whether 900mm bollards, with 300mm in the ground would be suitable. *Clerk*

HT.26/27.19 Speed Indicator Devices
It was **noted** it was not possible to replace the battery on the SIDs. The quotations for replacement devices were considered. A vote was undertaken on whether to replace the current SIDS. All **agreed**, as the SIDs were currently working, not to replace them. It was **noted** due to the company who supplied them going into administration, there was no data available.

HT.26/27.20 Community Engagement Patrol (CEP)
It was **noted** there had been a request for the CEP to speed check the site by The Ryle, on Lodge Road. It was agreed that a request would be submitted for the site to be checked to see if it was suitable for the patrols. If it was suitable, it was **agreed** to increase the visits to 10 hours each month (up from 9 hours) for 2027-28 to enable the team to seed check at both Ongar Road and Lodge Road. It was **noted** speeding on Lodge Road was unlikely to occur during rush hour or school pick up and drop off times as there was too much traffic and checks at this site should be undertaken after 9:30 and before 2:45 or after 4:30. The increase in budget would be subject to the Executive & Finance Committee Meeting as part of their budget discussions and precept setting.

ACTION
To increase the CEP hours to 10 each month and to arrange a site check at Lodge Road / The Ryle. *Clerk*

HT.26/27.21 Bus Shelters
The quote to replace the 4 remaining Perspex windows on the bus shelter at the top of Lodge Road and the removal of the Purcell Cole shelter were considered. It was **agreed** to schedule the work for 2027-28 should the budget be approved. It was **agreed** to carry over the current £500 budget to the next financial year and to request an additional £1,500 for 2027-28. It was **agreed** to increase the bus shelter reserve from £200 per year to £1,000.

HT.26/27.22 Tower Pond
The request to install bollards on the verge fronting the pond was considered. It was **noted** the pond was common ground and not the responsibility of the parish council. It was **agreed** not to install bollards.

HT.26/27.23 Budgets for 2027/28
The additional expenditure was noted under HT.26/27.20 Community Engagement Patrol and HT.26/27.21 Bus Shelters.

HT.26/27.24 Safer Writtle Working Party
There was no update from the Safer Writtle Working Party. It was **noted** a further date would be set shortly.

ACTION
To arrange a further meeting of the Safer Writtle Working Party. *Cllr M Jones*

HT.26/27.25 Any other items for the next agenda
There were no additional items for the next agenda.

HT.26/27.26 Date of the next meeting
It was **noted** that the next meeting of the Highways and Transport Committee will be held on Monday, 15 February 2027 at 8.15pm.

MEETING CONCLUDED 9:22pm

Signed: _____

For and on behalf of Writtle Parish Council

Date: _____