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	Item	Update	Actions and recommendations	Who
	Calne CATG Meeting Notes held on 26th November 2020 at 16:00 hrs			
1.	Attendees and apologies			
	Attendees:	Chair: Christine Crisp (Wiltshire Council) Ed Jones (Calne Without and Parish Forum)) Jeff Files (Hilmarton) Mark Stansby (Wiltshire Council Senior Traffic Engineer) Mark Edwards (Calne Town) Jane Marshall (Compton Bassett) Anne Henshaw (CTG) Tony Trotman (Wiltshire Council) Colin Pearson (Bremhill) Matt Perrott (Wiltshire Highways Engineer) Martin Purslow (Cherhill) Alan Hill (Calne Town Council Wiltshire Council) Ian Thorne (Wiltshire Council) Julian Barlow (Compton Bassett)	Area Board to note.	CC
	Apologies:	Spencer Drinkwater (Wiltshire Council Principal Transport and Development Manager) Rob Robinson (Heddington) Alexa Davies (Community Engagement Manager) Glenis Ansell (Calne Town Council) Jane Vaughan (Community Engagement Manager)		

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2.	Notes of last meeting			
		The minutes of the meeting held on 25 th August 2019 were considered by the Area Board on 15 th September 2020, passing all recommendations.	Area Board to note.	CC
3.	Financial Position			
		The balance for financial year 2019 / 20 has closed at £36,541.98 (see Appendix 1). The current balance for 2020/21, less previous commitments and expenditure, stands at £38,944.65 (see Appendix 2).	Area Board to note.	CC
4.	Top 5 Priority Schemes			
a)	5751 – C15 at Lower Compton Speed Limit and Parking Restriction TROs.	The consultation period ended on 21 st September and no objections were received. The signing scheme for the speed limit is now being developed for implementation. The double yellow lines are likely to follow later in the Spring, when conditions should be more favourable for road marking activities.	Area Board to note	CC
b)	6465 – Road Safety/Vehicles mounting footpath at Curzon Street (narrow stretch).	Our contractor is no longer able to accommodate this scheme during the current financial year due to a requirement to work evenings under a road closure. Installation now anticipated during May 2021.	Area Board to note.	CC

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c)	<p>6890 Derry Hill – request for waiting restrictions in the vicinity of the school</p>	<p>The experimental Order has been effective since 24th August and has a 6 month period for objections to be submitted. As of 16th November, no objections have been received</p> <p>Current spend amounts to £2,652.38 inclusive of legal fees.</p>	<p>Area Board to note</p>	<p>CC</p>
d)	<p>Issue 3-19-6 Heddington Scotts Close – Request for Bus Stop infrastructure</p>	<p>The design has been completed and the Parish Council has confirmed approval and agreement to fund 30% of the revised estimate of £974.75 (see Appendix 3).</p> <p>A construction pack has been issued to the contractor and we are awaiting a start date.</p>	<p>Area Board to note</p>	<p>CC</p>
e)	<p>Issue 3-19-10 A4 Curzon Street (nr Savernake Drive) – Request to improve Pedestrian Crossing measures.</p>	<p>The design is progressing well and a draft drawing is included as Appendix 4.</p> <p>The preliminary estimate has risen to £27,835 which includes for 2 x Safety Audits, Street Lighting assessment, temporary traffic management including a road closure and 20% contingency.</p> <p>Calne Town Council considering use of a SID, Mark Stansby to send the Wiltshire Council information sheet to Mark Edwards, as this would be a Town Council project. An extension of the 30mph limit is unlikely to meet the Wiltshire Council criteria but this is not being considered as part of this project.</p> <p>Work to continue, Mark Stansby to come back to the group with a robust estimate for the works for consideration.</p>	<p>Area Board to note</p> <p>Highways to progress with the design</p>	<p>CC</p> <p>MS</p>

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5.	Other Priority schemes			
a)	Issue 3-20-6 Stanley Bencroft Hill – request for bend warning signs	<p>Parish has confirmed a 30% contribution against a ball park estimate of £500 to install a double bend warning sign and SLOW marking road marking.</p> <p>An order for the work has been placed with the contractor with installation anticipated before the end of the year.</p>	Area Board to note	CC
6.	Other Requests / Issues			
a)	Issue 3-19-7 Calne (various roads) – Request for 20 mph Zone Signs to include road safety pictorials supplied by local school children	<p>Signs to be installed at Woodsage Way, Springfield Drive, Carpenters Close and Amberley Close. The Town Council has agreed to the CATG suggestion of splitting the cost 50:50 against a ball park estimate of £2,200.</p> <p>The signs have been procured from a local manufacturer and we are awaiting an estimate from Ringway to undertake installation.</p> <p>Costs have increased, now at £2644. Town Council to confirm funding of 50% of increased costs then project can progress.</p>	<p>To recommend to the Area Board that this issue is moved to the priority list and to allocate £1,322.</p> <p>ME to confirm Town Council funding</p>	<p>CC</p> <p>ME</p>
b)	Issue 3-20-1 Compton Bassett Church Corner – request to upgrade traffic signing	<p>No personal-injury collisions recorded in the most recent 6 year period to 31/01/20.</p> <p>There are bend ahead warning signs but these are placed at some distance from the hazard. Suggest that new warning signs are positioned closer to Church Corner, with SLOW</p>	<p>To recommend to the Area Board that this issue is moved to the priority list.</p> <p>Highways to prepare design and estimate</p>	<p>CC</p> <p>MS</p>

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		<p>markings, edge lines and additional chevron signs. A ball park estimate to undertake this work is £2,500.</p> <p>Issue to be moved to priority list. Mark Stansby to cost the project and bring back for consideration.</p>		
c)	Issue 3-20-2 Stockley – Verge erosion / request to construct formal passing places	<p>Parish Council has considered this further no longer wish to pursue this issue.</p>	To recommend to the Area Board that this issue is closed.	CC
d)	Issue 3-20-3 Calne Maple Close – request to reinstate half-barriers to prevent unauthorised vehicular access	<p>The site has been inspected but there is no evidence to suggest that vehicles are crossing the grass verge / footway.</p> <p>2 x bollards could be installed at a cost of approximately £800. Town Council have approved 30% funding.</p> <p>Move to priority list. Matt Perrott to ask Parish Steward to let hedge grow to fill the gap.</p>	<p>To recommend to the Area Board that this issue is moved to the priority list and to allocate £560.</p> <p>Highways to install bollards</p>	<p>CC</p> <p>MS</p>
e)	Issue 3-20-4 A4 Quemerford – request to improve 30 mph Speed Limit Terminal signs, nr Lake View	<p>Town Council request that the speed limit terminal signs are upgraded to feature yellow backing boards.</p> <p>The nearside sign can be upgraded easily but there is an issue with height clearance on the off side. There is a requirement to illuminate these signs and electrical work would be required to accommodate this change. A ball park figure to modify the nearside signs is £300.</p> <p>Town Council agreed to progress with nearside sign at estimated cost of £300. 30% funding from Town Council agreed. Move to priority list.</p>	<p>To recommend to the Area Board that this issue is moved to the priority list and to allocate £210.</p> <p>Highways to install signs</p>	<p>CC</p> <p>MS</p>

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f)	Issue 3-20-7 Studley, Studley Lane – request to deter parking at junction of Studley Gardens	<p>New Issue submitted by Calne Without Parish Council.</p> <p>Residents parking close to the junction at Studley Gardens causing visibility problems to those turning out of the junction and nearby car park. Mark Stansby to look at the site and contact the Parish Council regarding possible solutions. Site meeting not possible due to Covid restrictions.</p>	<p>Area Board to Note</p> <p>Mark Stansby to visit site</p>	<p>CC</p> <p>MS</p>
g)	Issue 3-20-8 Calne Dakota Drive – Request to remove grass verge and provide footway outside number 64.	<p>New Issue submitted by Calne Town Council.</p> <p>The group discussed the issue and decided it could not be progressed and is a private matter.</p> <p>Matt Perrott to contact the resident to offer advice about the cost and need for a licence to carry out work.</p>	<p>To recommend to Area Board that this issue be closed</p> <p>Matt Perrott to contact resident</p>	<p>CC</p> <p>MP</p>
h)	Issue 3-20-9 A4 Calne / Quemerford – Request for crossing point to enable access to Quemerford Post Office from Stockley Lane	<p>New Issue submitted by Calne Town Council</p> <p>Following discussion it was agreed that Mark Stansby carry out a preliminary investigation of the suitability of a crossing point and bring the information back for consideration.</p>	<p>Area Board to note</p> <p>Mark Stansby to visit site</p>	<p>CC</p> <p>MS</p>
i)	Issue 3-20-10 A3102 Calne Relief Road – request for crossing facilities / warning signs at the 3 public footpath crossing points	<p>New Issue submitted by Calne Town Council</p> <p>Cost of signs £350 per sign. This was not considered to be a high safety risk and the group decided not to proceed.</p>	<p>To recommend to Area Board that this issue is closed.</p>	<p>CC</p>

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j)	<p>Issue 3-20-13 Compton Bassett – request for Road Safety measures</p>	<p>New Issue submitted by Compton Bassett Parish Council</p> <p>The Parish has commissioned an independent study of safety within the village and a report has been compiled (see Appendix 5).</p> <p>Parish Council to consider its priorities and bring back specific projects for consideration.</p>	<p>Area Board to note</p> <p>Parish Council to consider</p>	<p>CC</p> <p>Parish</p>
k)	<p>Issue 3-20-11 Calne Anchor Road area – request for a 20 mph assessment.</p>	<p>New Issue submitted by Cllr Thorn & Calne Town Council</p> <p>Cost of an assessment for 20mph limit is £2500. Refer back to the Town Council to decide what contribution it would make and to define the area it would like considered.</p>	<p>Area Board to note</p> <p>Town Council to consider</p>	<p>CC</p> <p>Town</p>
l)	<p>Issue 3-20-12 Calne Lickhill Road / North Street – request to impose a one way system</p>	<p>New Issue submitted by Calne Town Council</p> <p>To consider a one-way system between North Way and Bryans Close Road or Bryans Close Road to Dixon Way.</p> <p>It was considered that this is too large a project for assessment and is outside of the remit of the group and should be considered as part of the Transport Strategy.</p> <p>Issue to be deferred at the present time.</p>	<p>Area Board to note</p>	<p>CC</p>

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7.	Other items			
a)	Calne Community Transport Strategy.	<p>Update from Anne Henshaw:</p> <p>Anne Henshaw confirmed that the group is awaiting a review of some of the figures in the Strategy to be completed and the final version to be issued.</p>	Area Board to note	CC
b)	Highways Response to Covid-19 – Re-allocation of road space	<p>A team of multi-disciplinary officers assessed a total of 21 potential schemes within the community area with 8 sites put forward to the CATG and local councils for consideration:</p> <ol style="list-style-type: none"> 1. A4 New Road – footpath widening on east side 2. Curzon St narrowing & West St – experimental road closure except for buses, cyclists and taxis 3. A4 London Road – social distancing signs 4. A3102 Greenacres Way – social distancing signs 5. A3102 Silver St – promote alternative pedestrian route to town via Spring Lane 6. Oxford Road – experimental 40 mph limit 7. Cherhill Juggler’s Lane – improvements to national cycle route 8. A4 Black Dog Bridge to A3102 Greenacres Way – shared use path <p>The Town Council are supportive of schemes 2, 5 and 6 with the latter scheme to be pursued and funded by the Section 106 Working Group. Calne Without do not wish to pursue Scheme 8 citing other priorities and Cherhill has yet to respond about Scheme 7.</p>	<p>To recommend to the Area Board that Site 5 be moved to the priority list for consideration.</p> <p>Cherhill Parish Council to respond about Site 7.</p>	<p>CC</p> <p>Parish</p>

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		Discussion of scheme 2 to be deferred until the Transport Strategy is completed and site 5 to move to Priority List. Cherhill Parish to be prompted for a response to Scheme 7		
c)	7233 Calne Ridgemoor / King Edward close junction – lack of give way markings to indicate priority at junction.	This Issue has been addressed and closed but an invoice is still to be issued to the Town Council for 30% of final account (£45.00).	Area Board to note Highways to issue invoice	CC MS
d)	Deadline for submitting CATG Requests.	Due to the length of time spent preparing CATG Agenda packs, there will be a deadline imposed for submitting new requests. From now on, all requests must be submitted two weeks prior to a meeting taking place. Requests received after that period will be held until the following meeting. The deadline for our next meeting is therefore 4 th February 2021.	All to note.	
8.	Date of Next Meeting: 4pm, Thursday 18th February 2021			

Calne Community Area Transport Group

Highways Officer – Mark Stansby

Community Engagement Manager – Alexa Davies

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1. Environmental & Community Implications

- 1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Calne Area Board.
- 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Calne Area Board will have a remaining Highways funding balance of **£36,852.65**

3. Legal Implications

- 3.1. There are no specific legal implications related to this report.

4. HR Implications

- 4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

- 5.1. The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

- 6.1. There are no specific Safeguarding implications related to this report.

7. Recommendations to the Area Board:

- 7.1. To note the discussions and updates outlined in this report
- 7.2. To close the following Issues: 3-20-2, 3-20-8 and 3-20-10
- 7.3. To add the following Issues to the Priority List: 3-20-1 and Covid Response Site 5 A3102 Silver Street / Spring Lane
- 7.4. To add the following Issues to the Priority List (with funding): 3-19-7 (£1,322), 3-20-3 (£560) and 3-20-4 (£210)