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	Item	Update	Actions and recommendations	Who
	Calne CATG Meeting Notes held virtually on Thursday 18th February 2021 at 16:00 hrs			
1.	Attendees and apologies			
		Attendees: Acting Chair Alan Hill (Wiltshire Council) Ed Jones (Calne Without and Parish Forum) Jeff Files (Hilmarton) Mark Stansby (Wiltshire Council Senior Traffic Engineer) Jane Marshall (Compton Bassett) Tony Trotman (Wiltshire Council) Colin Pearson (Bremhill) Matt Perrott (Wiltshire Highways Engineer) Rob Robinson (Heddinton)	Area Board to note.	Chair
		Apologies: Christine Crisp (Wiltshire Council), Mark Edwards (Calne Town Council) Spencer Drinkwater (Wiltshire Council Principal Transport and Development Manager) Alexa Davies (Community Engagement Manager) Anne Henshaw (CTG) Glenis Ansell (Calne Town Council)		
2.	Notes of last meeting			
		The minutes of the meeting held on 26 th November 2020 were considered by the Area Board on 8 th December 2020, passing all recommendations.	Area Board to note.	Chair

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3.	Financial Position			
		<p>The current balance for 2020/21, less previous commitments and expenditure, stands at £35,501.39 (see Appendix 1).</p> <p>An invoice is still to be issued to cover the Town Council's contribution towards new Give Way markings at Ridgemean junction with King Edward Close (£45-00). The next invoice run is to take place in March in time for the financial year end.</p> <p>There is no update to report on budgets for CATGs in the new financial year. Whilst the main budget is still to be agreed a reduction in funding for Highways, affecting most disciplines is expected.</p> <p>Area Board management are reviewing allocations to all CATGs to reflect boundary changes in May.</p> <p>It is anticipated that bids for funding for Substantial Highways Schemes will take place towards the end of July.</p>	Area Board to note.	Chair
4.	Top 5 Priority Schemes			
a)	5751 – C15 at Lower Compton Speed Limit and Parking Restriction TROs.	<p>The legal order becomes effective on 26/02/21 and work to install the speed limit signs is ongoing.</p> <p>Pre surface dressing and patching work being carried out now and surface dressing in June/July. Line marking will be carried out after this. There may be saving on lining works being carried out with the other work. Issue to be kept live until works completed.</p>	Area Board to Note	Chair

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b)	6465 – Road Safety/Vehicles mounting footpath at Curzon Street (narrow stretch).	Installation has been programmed to commence on 24 th May for a maximum of 5 days under an evening road closure. Alan Hill to report dates to Calne Town Council.	Area Board to note.	Chair
c)	6890 Derry Hill – request for waiting restrictions in the vicinity of the school	The experimental Order has been effective since 24 th August and the 6 month period for objections is drawing to a close. As of 11 th February no objections have been received. A final decision is now needed from the Parish Council to make part or all of the restrictions permanent. Calne Without Parish Council to consider its response on 8 th March 2021 and report back to Mark Stansby.	Area Board to note PC to respond to Highways	Chair EJ
d)	Issue 3-19-6 Heddington Scotts Close – Request for Bus Stop infrastructure	Construction work has been completed including some additional surfacing to the adjacent footpath, funded centrally by Highways. The project has been delivered on budget to the CATG and Parish. An invoice will be issued to the Parish for their contribution in March. Rob Robinson conveyed the Parish Council's thanks for the completion of the works.	Area Board to note Highways to invoice PC	Chair MS
e)	Issue 3-19-10 A4 Curzon Street (nr Savernake Drive) – Request to improve Pedestrian Crossing measures.	The outline design is included as Appendix 2. Highways has received the street lighting assessment and a replacement fold-down column is required to enable servicing to take place once the refuge has been constructed.	To recommend to the Area Board a funding allocation of £17,826.77.	Chair

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		<p>The estimate now stands at £25,466.81. This includes for 2 x Safety Audits, Street Lighting upgrade, temporary traffic management with road closure and a 20% contingency.</p> <p>A date for construction has been penciled in for 31st May through to 11th June.</p> <p>The Group agreed to proceed with a 70% contribution from CATG and 30% from Calne Town Council.</p>		
5.	Other Priority schemes			
a)	Issue 3-20-6 Stanley Bencroft Hill – request for bend warning signs	<p>The SLOW marking has been painted and the sign is due to be erected imminently.</p> <p>Still waiting for contractor, Mark Stansby to chase.</p>	Area Board to note	Chair
b)	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 have been installed and Highways are awaiting the final bill from the contractor. The estimate stands at £2,644.00.</p> <p>Calne Town Council confirm funding of 50% and an invoice will be issued to the Town Council in March.</p>	<p>Area Board to note</p> <p>Highways to issue invoice</p>	<p>Chair</p> <p>MS</p>
c)	Issue 3-20-1 Compton Bassett Church Corner – request to upgrade traffic signing	<p>Highways have completed a proposal of signing and road marking improvements, see Appendix 3.</p> <p>The signing element is estimated at £2,323.52 and the lining at £1342.09. A total of £3,665.61.</p>	<p>To recommend to the Area Board a funding allocation of £1,941.47.</p> <p>Highways to arrange</p>	<p>Chair</p> <p>MS</p>

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		<p>The lining cost can be reduced to £450 if provided as part of an ad-hoc order, to be done as and when the gang is available.</p> <p>Compton Bassett Parish Council delighted with the plans and have agreed a 30% funding. Agreed that white lining to be carried out as part of an ad hoc order when a gang is available. The Group agreed the 70% funding from CATG of £2773.52 Work to be carried out next financial year probably late April early May.</p>	installation	
d)	Issue 3-20-3 Calne Maple Close – request to reinstate half-barriers to prevent unauthorised vehicular access	2 x bollards have been installed and Highways are awaiting the final account from the contractor.	Area Board to note	Chair
e)	Issue 3-20-4 A4 Quemerford – request to improve 30 mph Speed Limit Terminal signs, nr Lake View	An order to upgrade the signs has been placed and the new signs should be installed imminently.	Area Board to note	Chair
f)	Covid Response Issue A3102 Calne Silver Street – consider alternative pedestrian route to town via Spring Lane	Highways to consider this issue when staff resources are available.	Area Board to note	Chair
6.	Other Requests / Issues			
a)	Issue 3-20-7 Studley, Studley Lane – request to deter parking at junction of Studley Gardens	Issue submitted by Calne Without Parish Council.	Area Board to note Parish Council to consider	Chair Parish

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		<p>Residents parking close to the junction at Studley Gardens causing visibility problems to those turning out of the junction and nearby car park.</p> <p>Highway Officer outlined the problem and the possible solutions considered. Calne Without Parish Council to consider the Groups suggestion of double yellow lines on both sides of the road from the junction of the A4 to the Sawmill car park and report back.</p>		
b)	<p>Issue 3-20-9 A4 Calne / Quemerford – Request for crossing point to enable access to Quemerford Post Office from Stockley Lane</p>	<p>Issue submitted by Calne Town Council</p> <p>Highways have completed a preliminary investigation of suitable crossing points.</p> <p>Site 1 between Stockley Lane and the river bridge. This site is ruled out as the sight-line for pedestrians is limited when crossing north to south.</p> <p>Site 2 River Bridge. A crossing point to link with the footpaths from Riverside and River View could be considered.</p> <p>Site 3 West of Post Office. There is an established crossing point to the west side of the post office, where tactile paving and drop kerbs has already been installed.</p> <p>It was also noted that the footway surface on the southside of the A4 could be improved at Site 2 and also at the entrance to the Old Mill.</p> <p>Highways recommendations:</p> <ol style="list-style-type: none"> 1. Footfall in this area is low and these sites are unlikely to qualify for a formal crossing facility such as a zebra 	<p>Area board to note.</p> <p>Town Council to consider and report back.</p>	<p>Chair</p> <p>Town Council</p>

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		<p>crossing. A feasibility study is therefore unlikely to offer value for money.</p> <ol style="list-style-type: none"> 2. The placement of a pedestrian refuge is also ruled out due to the number of private accesses in the vicinity of these sites. 3. Improvements to the footway at Site 2 and also at the Old Mill would improve the link for wheel chair, motorised chairs and pushchair users as well as those less able pedestrians and is strongly recommended. 4. Consideration could be given to highlight the established crossing point at Site 3. 5. An alternative crossing point at Site 2 could also be established but is not considered to be essential. <p>Town Council to consider these points and to report back at the next meeting.</p>		
c)	Issue 3-20-11 Calne Anchor Road area – request for a 20 mph assessment.	<p>Issue submitted by Cllr Thorn & Calne Town Council</p> <p>The Town Council submitted the names of the streets to be assessed as: Mill Street (by proclamation steps), The Glebe, Vicarage Close, Anchor Road, Hillcroft, Bentley Grove, Low Lane, Priestley Grove, Sandy Ridge/Saddleback Close (if adopted) and Brewers Lane (to junction with Churchill Close).</p> <p>A formal assessment to be carried out at a fixed cost of £2500 with a 30% contribution from the Town Council.</p>	To recommend to the Area Board that this issue is moved to the priority list and to allocate a sum of £1750.	Chair
d)	Issue 3-20-12 Calne Lickhill Road / North Street – request to impose a one way system	<p>Issue submitted by Calne Town Council</p>	<p>Area Board to note</p> <p>Town Council to discuss with</p>	<p>Chair</p> <p>Town</p>

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	between North Way and Bryans Close Road or Bryans Close Road to Dixon Way.	At the last meeting it was noted that such a large project should be considered as part of the Community Transport Strategy review and that the CATG should defer this item. Issue deferred again pending a discussion between Calne Town Council and the Transport Strategy Steering Group regarding the final draft of the Strategy.	Anne Henshaw	Council
e)	Issue 3-20-13 Compton Bassett – request for Road Safety measures	Issue submitted by Compton Bassett Parish Council The Parish has commissioned an independent study of safety within the village. Compton Bassett Parish Council still awaiting further information from consultants and asked that the item be deferred until the next meeting. Likely to be requesting Gateway features.	Area Board to note Parish to consider	Chair Parish Council
f)	Issue 3-21-1 Stockley by property 2, The Cottage – request for marker posts to deter verge erosion	New Issue submitted by Calne Without Parish Council Calne Without Parish Council recommended the issue be closed following further discussion with residents.	To recommend to Area Board that this issue be closed	Chair
g)	Issue 3-21-2 Calne Regent Park & Low Lane – Request for signs to deter delivery drivers using Low Lane to gain access to Regent Park	New Issue submitted by Calne Town Council Not clear what the deliveries are that cause the problem, no highway sign appropriate to stop drivers. Refer back to Calne Town Council for more evidence of the problem.	Area Board to note. Town Council to provide evidence of issue	Chair Town Council

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h)	<p>Issue 3-21-4 Calne Dixon Way – Request to provide off-road car parking area for residents.</p>	<p>New Issue submitted by Calne Town Council</p> <p>Wiltshire’s Parking Strategy Policy states that all feasibility and implementation costs for residents parking areas must be funded by the scheme sponsor. It is not appropriate for the CATG to use their funding for off-road residential parking facilities.</p> <p>The group agreed that provision of private parking is not a matter for CATG and would not attract Wiltshire Council funding.</p>	<p>To recommend to Area Board that this issue be closed.</p>	<p>Chair</p>
i)	<p>Issue 5-21-5 Heddington Roundway Close – request for pair of drop kerbs</p>	<p>New Issue submitted by Heddington Parish Council</p> <p>Highways gave a ball park estimate of between £1,500 and £2,000. Parish to consider making a 30% contribution and report back at the next meeting.</p>	<p>Area Board to note</p> <p>Parish to consider ball park estimate</p>	<p>Chair</p> <p>Parish Council</p>
j)	<p>Issue 5-21-6 Heddington Church Road – request for access protection markings</p>	<p>New Issue submitted by Heddington parish Council</p> <p>Access roads being blocked at school journey times. White lining to be carried out in next ad hoc programme to minimise costs.</p>	<p>Area Board to note</p> <p>Highways to action</p>	<p>Chair</p> <p>MS</p>

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7.	Other items			
a)	Calne Community Transport Strategy.	<p>Anne Henshaw confirmed at the last meeting 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> <p>Final sign off has been delayed due to concerns raised by Calne Without Parish Council.</p>	Area Board to note	Chair
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 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>Following discussions at CATG and after consultation with the local councils the following actions have been agreed.</p> <p>Site 1 – No further action. Site 2 – Deferred pending the Transport Strategy review.</p>	<p>Area Board to note</p> <p>Parish Councils to consider signing improvements</p>	<p>CC</p> <p>Parish Councils</p>

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	<p>Site 3 – No further action.</p> <p>Site 4 – No further action.</p> <p>Site 5 – Moved to CATG Priority List for further consideration.</p> <p>Site 6 – To be pursued and funded by Section 106 Group.</p> <p>Site 7 – see response below from Cherhill PC</p> <p>Site 8 – No further action.</p> <p>Site 7 Cherhill Jugglers Lane and National Cycle Route linking Calne and Avebury.</p> <p>Cherhill PC give support for “improvements to be made to the Sustrans route 403 from Calne to Avebury and beyond. The parts of the route near to the Hills site at Compton Bassett need to be made safer for cyclists and re surfacing on Jugglers with extra planings too. The route past Yatesbury across the fields to Avebury also needs to be cut back, especially the blackthorn and the hedges encroaching on the track up to the by way near the shooting club”.</p> <p>Cherhill Parish Council to be asked to approach local farmers regarding hedge works. Stephen Leonard (RoW) to be contacted about the surface and possible funding for improvements.</p> <p>Parish Councils along the route (Calne Without and Cherhill) to be asked to review the signage of the route and report back suggested improvements.</p>		
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c)	Traffic Survey Request Process – November 2020	<p>The process for making Traffic Survey (Metro Count) requests has been refined.</p> <p>Please continue to send requests direct to trafficsurveys@wiltshire.gov.uk.</p> <p>Guidance notes, a copy of the request form and an example of a Survey Report are included as Appendices 4, 5 and 6.</p>	All to note	
d)	Deadline for submitting CATG Requests.	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting will be announced once the date of the next meeting has been set.</p>	All to note.	
8.	Date of Next Meeting: To be advised.			

Calne Community Area Transport Group

Highways Officer – Mark Stansby

Community Engagement Manager – Jane Vaughan

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.

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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 **£13,983.16**

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: 3-21-1 and 3-21-4
- 7.3 To add the following Issues to the Priority List (with funding): 3-20-11 £1,750
- 7.4 To allocate funding to the following Issues on the Priority List: 3-19-10 £17,826.77 and 3-20-1 £1941.47