

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Priority A, B or C
	Marlborough Local Highway and Footway Improvement Group (LHFIG) - Thursday 25th January 2024 Microsoft TEAMS.			
1.	Attendees and apologies			
	<p>Cllr Caroline Thomas (Marlborough East); Cllr Jane Davies (Marlborough West); Steve Hind; Mervyn Hall (Marlborough); Kelvyn Shantry (Marlborough); Richard Spencer Williams (Marlborough); Steve Campbell (Chilton Foliat); Sheila Glass (Ramsbury and Axford); Gary Wyatt Hawkins (Baydon); Sarah Chidgey (Baydon); Martin Phipps (Savernake); Karen Clay (Aldbourn).</p> <p>Apologies Cllr James Sheppard (Aldbourn and Ramsbury); Martin Cook; John Hetherington (Ogborne St Andrew); Jill Turner (Kennet Valley); Stephen Stacey (Avebury).</p>			
2.	Introductory Notes			
	<p>The minutes of the previous LHFIG meeting held on the 19th October 2023 can be found via this link:</p> <p>Agenda for Marlborough Area Board on Tuesday 9 January 2024, 7.00 pm Wiltshire Council</p>			
	Comments from the Chair on Local Highways & Footways Improvement Group (LHFIG) arrangements:			
	<p>Reminder Local Highways and Footpaths Improvement Group is suitable for schemes that improve safety, increase accessibility and sustainability by promoting walking, cycling and public transport and improve traffic management:</p> <p>Pedestrian improvements: including dropped kerbs, new footways, substantive improvements to existing footways, pedestrian crossings (including assessments). Cycle improvements: new cycle paths, cycle parking / storage. Bus infrastructure: new and replacement Shelters (subject to agreement on future maintenance liability), bus border kerbs, bus stop road markings. Traffic signing: new and replacement signs (including signposts), street name plates, village gateways.</p>			

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New road markings: new and replacement of existing markings.

Speed limits: assessment and implementation.

Waiting restrictions: assessments and implementation.

Footpath improvements: stiles, gates, surface improvements to rights of ways (council maintainable only).

Drainage: minor improvements, new gullies.

Street lighting: new installations.

Traffic management measures: including Sockets and posts for SID (Speed Indication Device) equipment.

Funds cannot be used for revenue functions, such as routine maintenance schemes or the provision of passenger transport services. As a general rule, an asset should exist at the end of the project, i.e. something new that wasn't there beforehand.

Meeting dates and programme

While we have more budget, funds that are not committed – that is for work completed or orders placed with contractors for delivery within the current financial year – will typically be returned to WC to go into the Substantive Schemes pot. Exceptions will only be allowed when events outside of our control have impacted delivery, although Highways have confirmed that for 22/23, unallocated funds will roll into 23/24 as it was acknowledge resource shortages affected project delivery. Cabinet also confirmed a review will be undertaken after the first 12 months of operation.

This means we must be very clear, when agreeing priorities, which are

- Approved and deliverable/paid for this year
- Approved but need more work so will be developed with a view for delivery in the subsequent financial year
- Not yet approved but have potential to be reviewed when resources are available.

It is less about '5 priorities', so much as identifying which schemes are deliverable this financial year, being mindful of the workload on our officers, else little will ever reach completion.

The advice was that meetings should ideally take place as below, each one 2 to 4 weeks in advance of the Area Board meetings where this group's decisions are ratified. 22/23 dates are in brackets.

April (May 22/23): Budget confirmation and budget allocation to projects. Agree projects to be put forward for funding from Substantive bid, ahead of end of submission deadlines.

July (September 22/23): Progress meeting. Budget allocation (note: projects allocated beyond this meeting may not be delivered by the end of March).

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	<p>October (November 22/23): Progress meeting. Small scale and low-cost projects at this meeting may be delivered before end of year deadline. January (March 22/23): Progress meeting. Agreement of any funding to be returned for redistribution. Any projects prioritised at this meeting are unlikely to be delivered within this financial year.</p> <p>Terms of reference expect town and parish councils to make at least a 20% contribution to the projects that pass through LHFIG. These can be circulated with the notes.</p>			
3.	Financial Position			
	Finance sheet – the updated position is attached.			
4.	Process for logging requests for highway improvement schemes			
	LHFIG requests forms are on the Wiltshire Council website. http://www.wiltshire.gov.uk/council-democracy-area-boards Once completed they should be submitted to the local town or parish council. If agreed the Clerk will send them to LHFIGrequests@wiltshire.gov.uk			
5.	23/24 Prioritised Schemes – nb uncompleted 22/23 priority schemes, unless otherwise indicated, move into 23/24			
	Action - review priority order to help SH manage his workload.			
a)	<p>8-20-4 A4 Manton traffic calming</p> <p>8-21-2 – request for Traffic Island</p> <p>8-21-3 – Request for transverse yellow road markings on westbound</p>	<p>Request for a substantive scheme to include 8-21-2, 8-21-3, 8-21-4 plus move speed limit and alteration to Pelican traffic light.</p> <p>Design and cost to be developed and consideration as a substantive scheme. Project options agreed as</p> <p>Stage 1 – low cost signing and road marking scheme. Stage 2 – design work for new traffic island to the west of Downs Lane, Marlborough name signs and possible location of speed limit. Topo survey agreed to enable design.</p>	<p>MTC have confirmed proposed traffic island location is acceptable.</p> <p>Substantive bid submitted for assessment.</p> <p>Action SH to progress Traffic Order.</p>	<p>Stage 1 - Completed</p> <p>TOPO Survey Completed</p> <p>Stage 2 23/24 Priority</p>

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	<p>approach to crossing, plus solution between crossing and turning to Bridge Street.</p> <p>8-21-4 – request for sign Bridge St turn westbound between the Pelican Crossing and Bridge St</p>	<p>Stage 1 signing and road markings complete.</p> <p>Stage 2 Design development for traffic island and liaison with Milestone to establish traffic management costs which are likely to be expensive. As a guide, total construction costs are likely to be in the region of £25k to 30k if it is necessary to include street lighting. SH has discussed the request by JD to move the speed limit in advance of the substantive bid with Police contact Bob Eccleston. It is considered not acceptable to move the speed limit without the implementation of the traffic island.</p> <p>It was agreed that LHFIFG would contribute £6000 from the 24/25 budget to the substantive bid. Marlborough TC have approved another £6k.</p> <p>Site meeting undertaken for Stage 2 with Milestone. Milestone request a road closure is required for the current proposal to enable the traffic island to be constructed.</p> <p>SH advised traffic order could be advertised to extend the 40mph limit to the location of the proposed traffic island. It was agreed that once MTC confirm that the proposed location of the traffic island is acceptable, the traffic order can be progressed. Cost of traffic order process is around £2500.</p>		
b)	8-22-9 Marlborough, Cardigan Rd	'No waiting at any time' requested.	<p>Implemented but not complete.</p> <p>Traffic order is operational.</p>	22/23 Priority – now 23/24

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		<p>Traffic order prepared and sent to TRO team for advertisement. Advert 11th May to 5th June.</p> <p>Anticipated cost £3,000. MTC have approved £750 contribution.</p> <p>No objections to advert. Verge maintenance should be sufficient to enable yellow lines to be implemented. Works package being prepared.</p> <p>SH to complete Works package. Existing underground service details required due to excavation for removal of existing posts. Coordination date with Milestone and Parking Services to ensure parked vehicles don't prevent works.</p> <p>Works pack with Milestone to be implemented during this autumn. TRO team confirmed operational date for the order is 6th November.</p>	<p>MC has requested short length of highway maintenance to enable road markings to be completed.</p> <p>Action MC to ensure maintenance is undertaken so that lining can be completed.</p>	
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c)	8-21-8 Aldbourn – virtual paths	<p>Request for virtual paths along Farm Lane, entire length of Marlborough Rd, Castle St to Whitley Rd. To replace 18-19-11</p> <p>Checks including Speed data and traffic volume to be obtained to check for suitability of virtual footway along Marlborough Road from The Butts to the village centre.</p> <p>Speed data suggests continuation of design assessment is appropriate.</p>	<p>Draft speed limit report prepared. Issues to be resolved on location of signs at junction of Marlborough Rd and B4192 before report can be distributed to the Parish Council.</p> <p>Action SH to ensure speed limit report is completed and issued to Aldbourne PC.</p>	23/24 Priority agreed
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		<p>Design for virtual path along agreed part of Marlborough Road completed. Independent safety check requested. Safety concerns forwarded to Aldbourne PC. Recommendations to consider 20mph limits.</p> <p>Aldbourn PC requesting 20mph limits on roads to the south and north of the B4192, including Marlborough Rd and Castle Street.</p> <p>Agreement with PC to progress 20mph limits to the south of the B4192. Data collection being undertaken for assessment.</p> <p>Aim for assessment report to be complete before the LHFIFG meeting in January.</p>		
d)	<p>Issue 5190 Request for safety works at London Rd, Marlborough</p> <p>8-21-7 Forest Hill speed limit review</p>	<p>£1500 funding allocated to a speed limit review costing £2500. Savernake PC contribution 25%. Atkins report of 11/3/22 did not recommend a lower restriction to the current 50 mph</p> <p>LHFIFG agreed further investigation/ discussion was appropriate for a signing solution including at location of Cricket club.</p> <ul style="list-style-type: none"> • Martin Phipps, Savernake PC has asked MC for 'reduce speed now' signs. • MH noted the Cricket Club is also now used in winter for football <p>SH agreed the review and implementation (if suitable) is doable in 23/24</p>	<p>Works complete.</p> <p>Agreed issue to be CLOSED.</p>	23/24 Priority agreed

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		<p>Signing review undertaken and sent to PC for consideration. 25% PC contribution agreed.</p> <p>Additional 'SLOW' marking agreed to be included. Works package submitted to Milestone for programming.</p> <p>Works programmed to commence in October.</p>		
e)	<p>8-19-10 Marlborough, Frees Avenue Traffic speed and pedestrian safety.</p>	<p>Linked to item 8-22-2 as a pedestrian safety request in 2 parts - the speed limit and other safety measures</p> <p>Cost of speed limit review £2500. Marlborough TC supported with contribution of £625; £1875 Area Board contribution agreed.</p> <p>Atkins site visit on Sunday 14th November while the rugby club was in operation. Assessment report did not recommend the speed is lowered but does suggest the 40mph speed limit is extended further out of town to Rockley, which will cross into Preshute PC. £4500 costs (advert and implementation). MTC and Preshute have agreed the 25%, £1,125, contribution would be shared £750, £375 respectively (2/3 and 1/3)</p> <p>SH to complete details for advert and arrange advert via Traffic Orders team.</p> <p>With TRO team to be advertised early November.</p>	<p>Advert undertaken. One objection received and to be resolved before scheme implementation can be undertaken.</p> <p>Action SH to correspond with objector with the aim to get the objection withdrawn. If this is not possible, a Cabinet Member Report will have to be written.</p>	<p>23/24 Priority agreed</p>
f)	<p>8-22-5 Marlborough, Cherry Orchard</p>	<p>Handrails for steps on steep banks The handrails will increase safety for those people that want to use the steps.</p>	<p>Complete. Agreed issue to be CLOSED.</p>	<p>Prioritised 23/24</p>

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		<p>CT/DT arranged for a specialist engineer site visit – confirmed cost estimate c£4K for two sets of steps and the rail will need to stop short of the final step by the roadside where there is no pavement to ensure cars do not hit the end of the rail.</p> <p>Marlborough TC have approved 25% contribution.</p> <p>Scheme to be implemented by the Structures gang in the autumn. Programmed for week commencing 6th November.</p>		
g)	8-22-17 Chilton Foliat – HGV issues on the B4001	<p>Request to contribute to West Berkshire for implementation of a signing scheme (cost £20K) to reduce HGV issues in Chilton Foliat linked to Membury Trading Estate. 12 signs involved. County line approx. 1m north of village. PC willing to contribute £1250 (25% of £5k considered by Mark McClelland)</p> <p>Level of contribution to be considered/ agreed by LHFIG with any payment made on completion via an invoice and proof of expenditure.</p> <p>Agreement for LHFIG to contribute £5,000 to West Berkshire with 25% from Chilton Foliat PC. CT to confirm with Highways.</p> <p>SH has contacted West Berkshire and confirmed agreement to fund up to £5k. Scheme has been on hold in WB but aim for review to be complete from w/c 30th November. WB to share review with SH and Chilton Foliat PC.</p>	<p>West Berkshire Council are now unable to fund due to budget restrictions.</p> <p>Chilton Foliat PC have sent a FOI request to West Berkshire.</p> <p>The PC will now request consideration to prohibit movement of HGV's on B4001. Steve Campbell to send email to SH to clarify request.</p> <p>It was agreed that SH would check feasibility of the request.</p> <p>Action</p> <ol style="list-style-type: none"> 1. Chilton Foliat PC to email SH and clarify request. 2. SH to check feasibility of request. 	New Financial action only

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h)	8-23-3 Chilton Foliat, bollard	<p>Request for bollard in highway to prevent building damage from traffic.</p> <p>A bollard is not appropriate due to potential ongoing maintenance.</p> <p>Prioritised for SH to consider road markings and a warning sign.</p> <p>Consideration given. Existing edge line has not been maintained to be reinstated.</p> <p>Alignment of edge line to be reviewed. Request to consider inclusion of hatching if possible. SH suggestion of reflective marker on the property wall to be considered by PC.</p> <p>Proposal for road markings submitted to PC.</p>	<p>Road marking improvements agreed. Reflective srtstripes requested to be attached to building not agreed but as they will be on private property, the owner can install.</p> <p>Agreement to implement road markings.</p> <p>Action SH to arrange for road markings to be implemented.</p>	New Priority for 23/24
i)	8-23-4 Marlborough, Kennet Place	<p>Request for residents parking</p> <p>Request for 8 spaces to have residents parking at night between 6pm and 8am, when free parking is available at Kennet Place and the High Street. Primary aim is to deal with long term parking abuse making it impossible for local use.</p> <p>Recognise will need targeted enforcement early evening/ early morning at least initially and signage for Kennet Place would help.</p> <p>CT to raise Kennet Place Signs with highways.</p> <p>CT To enquire about option for an ETRO.</p>	<p>Advert – 25th January 2024</p> <p>End of objection – 19th February 2024</p>	New Priority for 23/24

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		<p>SH has discussed involving Parking Services. Due to operational hours of Civil Enforcement Officers, the proposal is not advised as a realistic solution. Alternative, enforceable solutions have been proposed to MTC for consideration.</p> <p>Requests for checks between 6pm and 8am are not sustainable for Parking Services particularly if this sets a precedent for further similar requests across Wiltshire.</p> <p>MTC agreed to limited public parking Mon- Sun 8am to 6pm 2hours. This is with TRO team to be advertised.</p>		
j)	8-23-6 Marlborough, The Parade/ New Rd	<p>Request for 'one way' along The Parade from New Road. Consider between New Road and Stables Court gravel drive access opposite The Lamb Inn.</p> <p>Initial observation is that this will not be possible as vehicles travelling towards New Road will be unable to turn around at a 'No Entry' at Stables Court. Consideration could be given to a 'No Entry' where the road widens near the car parking.</p> <p>Request for initial proposal sketches to be developed for consideration before a detailed topo survey is requested to enable detailed design work.</p> <p>Proposal sketch submitted to Marlborough TC. Topo survey will be required to enable detail design if approved by Town Council.</p>	<p>Request for topo survey cost estimate undertaken.</p> <p>Town Council request not to order topo survey at present. Further consideration of the parking and waiting restriction layout to be undertaken to ensure vehicles can turn east into the one-way proposal.</p> <p>Action SH to consider parking and waiting restriction amendments and liaise with RSW.</p>	New Priority for 23/24

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		<p>LHFIG approve progress of the topo survey to enable the design, if Marlborough TC can confirm decision to continue.</p> <p>Marlborough TC to confirm topo survey request.</p>		
k)	<p>8-23-1 Marlborough, 20mph review</p>	<p>Consideration to widen the review area. Review George Lane.</p> <p>SH has sent original 20mph review to JD.</p> <p>MTC to consider list of streets for review e.g., Pewsey Road and George Lane (now the Pedestrian crossing is in place lowering average speeds)</p> <p>Prioritised.</p> <p>SH pointed out that with some of the streets requested, vehicles would not be able to reach 20mph and that 30mph signs have to be installed where the 20mph changes to 30mph.</p> <p>Data collection for assessment report being progressed.</p>	<p>Data collection planned to be complete by the end of January to enable report to be produced.</p> <p>Action SH to arrange for report to be progressed.</p>	
l)	<p>8-23-2 Mildenhall, proposed footway</p>	<p>Request for new footway</p> <p>There is LHFIG support recognising efforts Mildenhall PC have gone to raise £10k towards costs. Land is not WC Highways – possibly Ramsbury Estate.</p> <p>Also noted the road closure/diversion etc is a major cost factor and trees may need to be removed.</p>	<p>Group request not to progress due to a representative from Mildenhall not in attendance.</p>	

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		<p>Prioritised.</p> <p>PC to investigate land ownership and seek agreement in principle. It is understood land is owned by Ramsbury Estates.</p> <p>Mildenhall PC/ JS to pursue contact and legal agreement. Future maintenance to be established.</p> <p>Following the LHFIG meeting, it is understood that Ramsbury Estates support the project in principle. Agreement with Wiltshire Council will be required for either transfer or lease of land.</p>		
m)	8-23-15 Ramsbury, Isles Road	<p>Request for dropped kerbs at Isles Court retirement estate. Owners of Isles Court have agreed to contribute £250.</p> <p>Prioritised.</p>	<p>Being investigated, but it is not a straightforward dropped kerb crossing. Site meeting to be arranged between Wiltshire Council/ Milestone/ rep from Isles Court and Sheila Glass.</p> <p>Action SH to ensure scheme is progressed.</p>	
n)	8-23-16 Marlborough, High Street	<p>Request for restricted day parking in the area of yellow lines adjacent to Nationwide.</p> <p>Prioritised.</p> <p>Clarified that it is the length of yellow lines outside Superdrug to be changed to restricted parking.</p>	<p>Delegated.</p> <p>Action SH to ensure scheme is progressed.</p>	

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6.	Other potential schemes – not yet prioritised			
a)	8-22-4 Marlborough A346	<p>Pedestrian crossing between The Acres and The Common across the A346</p> <p>Pedestrian count required - a fixed rate of £2,500. SH can send to MTC the eligibility criteria for a new crossing so they can assess if this will be successful.</p> <p>The Metrocount from November '21 showed that 85% of vehicles were speeding and these figures present a dangerous location for people looking to cross to The Common, especially children and makes it eligible for police enforcement.</p> <p>The speeds are too fast for Community Speed Watch (and no local team) and Town Clerk was told the Police had risked assessed it as unsafe for officers to do speed checks.</p> <p>CT noted the 'impasse' we seem to have – dangerous 5-way junction with metro count indicating 85% of vehicles are speeding at a point where pedestrians need to cross from a residential housing area to The Common but the Police Speed watch team suggest it's too dangerous for enforcement.</p> <p>A pole for a SID is being looked at by MTC.</p> <p>John Derryman has confirmed Police enforcement activity in Feb and April with no tickets issued. A 3rd is due in May.</p>	<p>MTC to install a SID.</p> <p>White gates and signs to be addressed within issue 8-24-05.</p> <p>Agreed issue to be CLOSED.</p>	

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		<p>NB some concern over these findings (e.g.no social media noise which tends to follow) and request to check activity at Port Hill and not further north in Ogbourne.</p> <p>CT to discuss with Dave Thomas if SID can be placed within 100m in guidance given the hazard is 66m from the speed limit change</p> <p>Town Council to consider white gates as part of their signage review.</p> <p>MTC trying to pursue community speed watch. JS to contact the Police again for speed survey.</p> <p>MC to manage undergrowth and liaison with RSW regarding gates and signs.</p>		
b)	8-22-10 New Pavement at Chilton Foliat	<p>New raised pavement in Chilton Foliat between Village Hall and current pavement on eastern side to replace the virtual pavement</p> <p>SH initial view is that it doesn't look feasible.</p> <p>Site meeting undertaken with PC. Possible change to position of dropped kerb and addition road markings.</p> <p>Agreed that MC would instruct dropped kerb.</p>	<p>MC has instructed work for dropped kerb.</p> <p>Action MC to ensure that work is undertaken.</p>	
c)	8-22-14 A346 Ogbourne St George to County boundary north	<p>Request for a review of two bus stops along the A346 to make them more accessible and safer for residents.</p> <p>SH has discussed with PC. There are around five properties spread over 400m that potentially could use</p>	<p>The PC representative has agreed that this issue can be CLOSED.</p>	

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		<p>the bus stops. One request has been made for improvement.</p> <p>PC to find out which properties would use the bus stops before further consideration.</p> <p>PC still aiming to get answers from residents and request issue to remain on the agenda.</p>		
d)	8-23-5 Marlborough, Lower Prospect	<p>Request for overnight residents parking (same basis as Kennet Place).</p> <p>Further to the concerns at Kennet Place, MTC to establish the way forward for residents parking requests.</p>	To be reviewed once the scheme at Kennet Place has been implemented.	
e)	8-23-8 Marlborough, Junction of Cross Lane with St Johns Close/ Hyde Lane	<p>Protection from verge erosion.</p> <p>Action MC To investigate solution for this maintenance issue.</p> <p>It was agreed that this maintenance should be CLOSED on the LHFIG agenda.</p>	<p>MC to investigate solution for this maintenance issue.</p> <p>Agreed issue to be CLOSED.</p>	
f)	8-23-9 Baydon, Pine Cottage, Aldbourn Rd	<p>Request for dropped kerb and sign to assist wheelchair opposite house.</p> <p>Action MC to investigate dropped kerb.</p>	<p>It was discussed that as this is required for the care of a disabled resident, LHFIG is not the correct process. The PC will request assistance through adult care and liaise with JD if necessary.</p> <p>If the Adult Care process is not possible then JD can liaise with MC to enable installation.</p>	

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g)	8-23-10 Marlborough, London Rd pedestrian crossings.	Request for 2 no improvements to existing crossings including lining refreshment and further carriageway narrowing. Road marking refreshment on maintenance list. RSW pointed out that considerations such as replacement globes also to be considered. Action SH to investigate costs for halo globes for two zebra crossings. 1.London Rd between The Parade and George Lane. 2.London Rd at St Margaret's Mead.	Cost estimate for 6no globes on two crossings is £9500. MTC to raise query with MC on cleaning of existing globes. Action 1. MTC to raise query about cleaning existing globes. 2. SH send cost estimate of replacement globes to MTC for consideration.	
h)	8-23-7 Marlborough, Orchard Rd	Request for Residents Parking. Not discussed.	To be reviewed once the scheme at Kennet Place has been implemented and then MTC can establish an overall view on residents parking in the town.	
i)	8-23-14 Marlborough A4 Bath Road (East Lodge vicinity)	Pavement widening/ improvements, unable to cross the road safely, drainage issues. Action SH/ JD site meeting to consider footway improvements.	SH/ JD site meeting undertaken. SH to provide note to JD to enable response. Agreed issue to be CLOSED.	

7.	New Requests / Issues not yet reviewed			
a)	8-23-17 Manton A4	Request for sign to 'Preshute Primary school'	Not supported for progression at present.	
b)	8-23-18 Marlborough, Granham Close	Prevent parking in turning head.	Not supported for progression at present.	
c)	8-23-19	Request to improve footway to enable wheelchair access to bus stop from Crawlings Piece	No PC representative in attendance to enable discussion.	

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	A346 Ogbourne St Andrew			
d)	8-23-20 Marlborough - A346 Port Hill	Request for signing and road markings to reduce speeds to 30mph at the existing signs. Suggestion to consider a 40mph limit in advance.	SH to check DfT guidance.	
e)	8-24-01 Mildenhall, Thicketts Road	Request for 20mph limit	No PC representative in attendance to enable discussion.	
	8-24-02 Marlborough, Stonebridge Cl/ Elcot Lane Junction	Improved road markings/ possible waiting restrictions.	Parking close to the junction. TC to discuss with Police and local garage.	
	8-24-03 Marlborough Town Boundary A4 Manton	Entrance sign and gateway arrangement.	4no entrance sign and gateway arrangements to be one project. Agreed to be prioritised. 100% MTC funding. Agreed to be included on PRIORITY list	
	8-24-04 Marlborough Town Boundary A346 Postern Hill	Entrance sign and gateway arrangement.	Refer to 8-24-03 above.	
	8-24-05 Marlborough Town Boundary A345 Port Hill	Entrance sign and gateway arrangement.	Refer to 8-24-03.	
	8-24-06 Marlborough Town Boundary	Entrance sign and gateway arrangement.	Refer to 8-24-03.	

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	A345 Granham Hill			
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8.	Other items
a)	Discussion about collision on A4 near West Kennet. Request from JD for copies of Avebury WHS Transport strategy preliminary design schemes prepared by Atkins near West Kennet. SH to locate drawings and distribute to JD, Stephen Stacey, Claire Selman.
b)	Closure of M4 and its impact on traffic through Baydon.

9.	Date of Next Meeting: TO BE AGREED
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Completed/Closed Work

	Reference	Progress	Position	Priority
	8-22-8 Ramsbury, B4192/ Crowood Lane	'Unsuitable for HGV's' sign requests Ramsbury PC is happy to pay 100% to help push this forward but they still need Highways approval.	Complete	

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	Reference	Progress	Position	Priority
	And 8-22-16 Ramsbury – Froxfield Road	<p>LHFIG approved and the requests can go to Mark Stansby's signage team.</p> <p>Design for two signs for each location proposed sent to Ramsbury PC. If prioritised, the PC will only need to pay a contribution.</p> <p>Agreement to amendment proposals for Crowood Lane with PC. Implementation to be progressed together with signs for Froxfield Rd.</p> <p>Schemes programmed for implementation for mid-July.</p> <p>Works complete. Issues to be CLOSED.</p>		
	8-22-2 Marlborough, The Common	<p>Frees Avenue Crossing points/ traffic calming - Linked to 8-19-10</p> <p>Signing and road marking designs undertaken and approved by Marlborough TC but with request from RSW to exclude the 'Cemetery' signs.</p> <p>Works package submitted to Milestone. Programmed for end of June.</p>	Complete	
	8-21-12 Ramsbury – Back Lane	<p>SH has visited the site and has agreed to arrange implementation of SLOW markings at each end of narrow section.</p> <p>SLOW markings issued to Milestone as part of a batch of marking schemes.</p>	Complete	
	8-20-6 Ogbourne Maizey- 20mph speed limit assessment	<p>PC contribution capped at 25% of £6500 or a minimum of 20% of the costs.</p> <p>PC very pleased and thanked the Committee for help and support.</p> <p>Will request a metro count to assess the implementation</p>	Complete.	22/23 Priority

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Reference	Progress	Position	Priority
	ACTION – LC or JH (OsA PC) to confirm implementation next meeting		
8-21-6 Speed of traffic entering Mildenhall from the east.	<p>Improvements for pedestrians including traffic calming requested. Site meeting undertaken. Low-cost option includes warning signs and road markings to enhance the gateway. Footway and bus stop can be reconsidered and time can be given to this if agreed through the CATG. Design developed for low cost scheme, estimated <£2k. PC contribution 25%.</p> <p>Signing installed. Road markings to be implemented under the ad hoc process during the summer.</p> <p>Road markings still not complete.</p>	Complete	22/23
8-19-2	<p>Request for a sign at the entrance to Manton Hollow (at the junction with Downs Lane) advising 'No Through Road' as it appears on many maps and sat-navs as a through road resulting in cars and HGVs attempting to turn in the very restricted turning area at western end of the southern arm of Manton Hollow. This has resulted in damage to the two houses that front on to the turning area.</p> <p>A 'No through road' sign' is already installed at junction of Downs Lane with A4.</p> <p>MTC did not support a sign at junction of Downs Lane and Manton Hollow preferring to replace the sign at the junction of Downs Lane with the A4.</p> <p>Cost estimate £175. MTC 25% agreed Sign installed</p>	Complete	22/23
8-22-7	<p>Unsuitable for HGV sign To be funded by Mildenhall PC</p>	Complete	

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	Reference	Progress	Position	Priority
	Mildenhall, Woodlands Rd	Approved through LHFIG for ad hoc signing. Sign implemented.		
	8-21-11 Clench Common - speeding	Request to review speed limit, add signing, introduce gates. Speed limit change considered unlikely. Possible warning signs. Community to discuss. PC are prepared to pay 100% for white gates, locations to be established. Appropriate warning signs also to be considered. Savernake PC working with Martin Cook on white gates. Have landowners' permission and will update at the next meeting.	Gates bought and installation being progressed on Martinsell side where the village road is NSL while main road is 50mph	NFA
	8-22-12 Crooked Soley (nr Chilton Foliat)	Footpath signpost replacements (maintenance issue)	Works complete. CLOSED	
		Closed/Not proceeded with		
	8-23-13 Marlborough, Silverless Street	Road surface maintenance, illegal on street parking, 'No Entry' ignored.	Maintenance issues. Not for LHFIG To be CLOSED.	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Reference	Progress	Position	Priority
	8-23-12 Baydon, Ermin Close	Persistent parking at school drop off and pick up. Cars leaving the road are then approaching the junction on the wrong side of the road while other parents are still turning in.	Parking issues should be addressed through discussion with the school and addressed through the school travel plan. Issue to be CLOSED.	
	8-21-13 Marlborough – St Martins to Tin Pit	Request for footpath improvements and speed calming measures. Metrocount required to check speeds within the 30mph limit requested – request remains outstanding Agreed no engineering work to widen the pavement to be considered due to topography and cost. Some footway widening can be achieved by the Parish Steward if raised on My Wilts. Site meeting SH/ RSW/ JS/ local resident.	Pedestrian safety improvements identified. Agreed that issues are related to maintenance. Marlborough TC to report on MyWilts and issue to be CLOSED.	
	8-22-15 Aldbourn, Castle Street	Request for 20mph assessment There is no footway along Castle Street, Aldbourn. It is not suitable for a virtual footway. Request to reduce traffic speed by introducing 20mph.	Refer to issue 8-21-8 at Aldbourn.	

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	Reference	Progress	Position	Priority
		<p>20 mph review agreed. SH is discussing with Aldbourne PC the inclusion of Marlborough Rd and other appropriate locations to be included within the review. Cost of review is £2900.</p> <p>This item is to be included with 20mph assessments in issue 8-21-8 at Aldbourne.</p> <p>Concern raised about the road surface condition in Castle Street. MC to investigate.</p>	CLOSED.	
	Issue 7027 B4003 Layby	<p>Layby improvement design being undertaken within Wiltshire Highways following CT discussion with Dave Thomas.</p> <p>CT to clarify with Dave Thomas the need to tackle the immediate pot hole/verge issues to limit further damage as well as more permanent improvements. (DT confirmed Jack Francis and Ben Leverette will deal with both aspects). CT agreed to oversee progress with support of JD and Briony from NT.</p> <p>Layby design and work package sent to Milestone. Chalk source obtained and archaeological supervision being addressed. It is understood that central highways funding is agreed for this construction.</p>	Works undertaken but issues continue. Discussed that further funding will not be taken from LHFIG and so this issue can be CLOSED.	
	8-23-11 Marlborough, London Rd speeding	<p>Request for additional 30mph signs and carriageway roundels from the The Roebuck Inn to the 50mph limit exiting Marlborough.</p> <p>As this location is within a system of street lighting, 30mph signs are not installed.</p>	CLOSED	
	8-22-18 Marlborough, Kennet Place - residents parking	Request for residents parking. Forms sent to Jamie Mundy.	March 23 - The Group had a majority vote against progress.	Not prioritised

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	Reference	Progress	Position	Priority
			To be CLOSED.	
	8-19-1 and 8-22-3 Request for new pedestrian crossing at Marlborough High St.	<p>Marlborough Town Council supported the petition signed by over 600 people requesting a pedestrian crossing in Marlborough High Street due to safety concerns for the elderly and visually impaired.</p> <p>Consideration has previously been given to possible formal crossings in Kingsbury St by Patten Alley, across to the Town Hall steps or across the High St by the White Horse bookshop. No location is suitable for a formal crossing.</p> <p>Site meeting with MC and several Cllrs, identified a solution that doesn't take away many car parking spaces - drafted and reviewed by MTC before being passed on to SH in March.</p> <p>SH noted it would need an island or change of surface in the middle. MC flagged possible use of existing pavement build outs in place on each side. A TOPO survey is likely to be required.</p> <p>It was noted the request had been raised as a disability issue. People can and do cross the High Street in numerous places but a safe place is required for the more vulnerable and some incorrectly assume there is a crossing point where the raised pavement extensions are. NOTE For justification of a formal crossing, a pedestrian count will have to be undertaken but this could include a distance 50m either side of the proposed location.</p> <p>Assume the scheme would need to be a Substantive bid and that we'd need to consider its priority with the A4 Manton work after the feasibility stage e.g. if 2 bids are not considered feasible and/or appropriate.</p>	<p>SH submitted a design sketch to Marlborough TC which indicated the number of car parking spaces that would have to be removed to install a formal crossing. March 23 - Marlborough TC have decided not to continue with this request and informed the local resident.</p> <p>Issue to be CLOSED</p>	23/24 Priority agreed - to move forwards with initial feasibility work by summer 23.

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Reference	Progress	Position	Priority
	<p>8-21-5 Footpath between Van Diemens Close and George Lane.</p>	<p>Request to widen footpath to access St Mary's school.</p> <p>Several owners of the land either side of the path. The Rights of Way team would need to be involved.</p> <p>CATG agreed to make this scheme a high priority to show political desire to move this forward but it is recognised that SH will not currently work on this scheme.</p> <p>JD has contacted Perry Holmes, Head of Legal at Wilts Council. The first step is to contact landowners or neighbours to ask permission for use of the land. In light of the new crossing, his recommendation was to wait 1-2 years for landowners to get used to it before approaching them.</p> <p>Town Council to write to landowners.</p>	<p>No further action to be undertaken.</p>	
	<p>8-19-8 A346 (Cadley – traffic lights on A4) Now - traffic survey and modelling</p>	<p>Traffic modelling for a junction would be required. JS to pursue this with area board and town councillors. AJ discussed with Dave Thomas who initiated discussions with Atkins. Brief agreed in discussion with JD and CT</p> <p>Quote for traffic survey and modelling received for c£48,000. WC have agreed to contribute (as they have with Bradford on Avon)</p> <p>Wider traffic plan and need for a detailed survey and modelling is being taken forward by MTC as not an LHFIG item.</p> <p>Detailed proposals may be made at a later date so retain in the list</p>	<p>No further action to be undertaken.</p>	
	<p>8-20-8 Ramsbury – speed limit consideration- C6 east of village</p>	<p>PC to test via Metrocount to decide whether to progress with speed limit review</p> <p>Whilst a full speed limit review cost £2,500, a Metrocount is free of charge. It was recommended SG tests vehicle speed via a Metrocount before committing to the full speed limit review.</p>	<p>Issue to be CLOSED</p>	

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Reference	Progress	Position	Priority
		<p>Request submitted by PC.</p> <p>SG reported that Ramsbury PC now has the Metrocount results and asked that this request be postponed until later.</p> <p>Metro Count – 85% at around 60mph</p>		
	8-22-13 Marlborough – Tin Pit	<p>Improved parking provision request.</p> <p>There are 11 cottages along the lane, none of which have parking provision but all have one or more vehicles. Some properties have their own drives, but poor parking impinges access. Residents of the neighbouring Poulton Crescent have limited parking and so overspill into Tin Pit.</p> <p>ACTION – MTC to clarify what they are requesting at this location.</p> <p>Marlborough TC agreed that there wasn't a solution</p>	.	To be CLOSED

Marlborough Local Highway and Footway Improvement Group

Highways Officer – Steve Hind

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG 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 Marlborough Area Board.

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2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Marlborough Area Board will have a remaining Highways funding balance of £2654.

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

For information - Highways Responsibilities

Department	Head of Service
Asset Management and Commissioning	Dave Thomas
<ul style="list-style-type: none"> • Asset Management of 4381km of highway infrastructure – condition surveys, records, status • Operate and maintain 80 signal control junctions and 136 signal crossings • Inspect and maintain 981 bridges and structures • Draft, award, and administer all Highways contracts • Operate and maintain 45,000 streetlights • Design & Install new infrastructure (cycle lanes, crossings, collision reduction etc) funding through central budgets and LHFIGs 	

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<ul style="list-style-type: none"> • Drainage & Flooding advise and repair. Act as Lead Local Flood Authority • Network Management, permits and inspections (approx. 24,000 permits per year) 	
Highway Operations	Adrian Hampton
<ul style="list-style-type: none"> • Streetscene (Grounds Maintenance, Cleansing) • Parking • Highway and Waste Enforcement • Highway Accesses • Taxi Licencing and inspection • Event Management • Fly Tipping and Abandoned Vehicles - (really positive WTF campaign and successful prosecutions) • Unauthorised Encampments • Planning Section 106 Amenity Funding • Burials and Cemeteries • Depots • Highway Resilience (weather, out of hour highway issues) • Electric Vehicle Charging • Fleet - emerging strategy 	
Local Highways	Chris Clark
<ul style="list-style-type: none"> • Managing Routine Planned and Reactive Highway Maintenance • Delivery of Primary Duties as Highway Authority – Actioning Obstructions, licencing skips Scaffolds. • Undertaking scheduled Highway Safety Inspections (4381KLM) • Assisting with the response to Weather and other emergency operations • Site supervision of development works undertaken as part of Section 38/278 agreements • Management of the Public rights of way Network (6000KLM) Access team . • Tree Maintenance – Including response to Ash Die Back • Updating and responding to enquiries on Definitive Map and Highway records • Acting as the Town and Village Green Authority 	