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Iss	Item	Update	Actions and recommendations	Who
Calne CATG: Notes of virtual meeting on Thursday 19 August 2021 at 16:00 hrs				
1.	Attendees and apologies			
		<p>Attendees: Ashley O'Neill – Calne Area Board & CATG, Chair Alan Hill - Calne Town Council, Anne Henshaw - Calne Area Transport, Isabel McCord – Bremhill Parish Council, Ioan Rees – Calne Without Parish Council, Pete Szczesiak – Compton Bassett Parish Council, Mark Edwards - Calne TC, Martin Purslow – Cherhill Parish Council, Mark Stansby – Wiltshire Council Senior Traffic Engineer, Tony Trotman – Calne Area Board, Sam Pearce Kearney – Calne Area Board' Jane Vaughan – Wiltshire Council, Community Engagement Manager.</p>	<p>Area Board to note.</p>	<p>Chair</p>
		<p>Apologies: Spencer Drinkwater - Wiltshire Council Principal Transport and Development Mgr, Matt Perrott - Wiltshire Council Highways Engineer, Rob Robinson – Heddington Parish Council, Colin Pearson – Bremhill Parish Council.</p>		

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2.	Notes of last meeting			
		The minutes of the meeting held on 18 th February 2021 were considered by the Area Board on 9 th March 2021, passing all recommendations.	CATG to note.	Chair
3.	Financial Position			
		<p>The current balance for 2020/21 stands at £43,389.91 (see Appendix 1).</p> <p>The recent changes to the Community Area boundaries has resulted in a review of annual funding for each CATG. The full CATG budget allocation is £250,000 and this has been divided using a formula based on a combination of a fixed sum of £5,000 per group, plus percentages based on land area and population.</p> <p>The allocation for Calne has unfortunately been reduced from £12,465 to £12,396.</p> <p>The current balance for 2021/22, less previous commitments, stands at £27,382.87 (see Appendix 2).</p> <p>Bids for funding for Substantial Highways Schemes are to be made by Friday 17th September, although no schemes have been identified within the Calne area at this time.</p>	Area Board to note.	Chair

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4.	Top 5 Priority Schemes			
a)	5751 – C15 at Lower Compton Speed Limit and Parking Restriction TROs.	<p>Signing of the new speed limit is complete.</p> <p>The road has now been surfaced dressed and the road markings are due to be painted imminently.</p>	<p>Highways to monitor progress.</p> <p>Area Board to note</p>	<p>Highways Chair</p>
b)	6465 – Road Safety/Vehicles mounting footpath at Curzon Street (narrow stretch).	<p>Scheme has been completed with a small overspend of £73.55 against an estimate of £3,800. Highways contributed £2,000 to resurface the footway.</p> <p>CATG to agree final contribution from the Town Council, originally set at 30% of £1,800.</p> <p>Whilst inspecting the work an engineer noted that some vehicles were mounting the footway at the opposite end of the narrowing. The CATG might wish to consider two additional bollards to help deter this. A road closure would not be necessary and this additional work should cost no more than £1,000.</p> <p>Alan Hill reported that the Town Council were very happy with work completed so far and he confirmed a 30% contribution towards that. He would go back to the Town Council for a decision to undertake additional work with a further 30% contribution.</p> <p>It was suggested that, if additional work was to be carried forward then the total cost of all work would be bundled together and one invoice would be raised to cover all costs.</p>	<p>Confirm requirement for additional work to be carried out with Calne Town Council.</p> <p>Area Board to note</p>	<p>Alan Hill Chair</p>

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c)	6890 Derry Hill – request for waiting restrictions in the vicinity of the school	<p>The experimental Order was made permanent on 5th April 2021.</p> <p>The scheme, including legal fees, has come in at £2,810.38 against a ball park estimate of £3,500.</p> <p>CATG to agree final contribution from the Parish Council, originally set at 30%.</p> <p>loan Rees confirmed the 30% contribution.</p>	To recommend to the Area Board that this Issue is closed.	Chair
d)	Issue 3-19-6 Heddington Scotts Close – Request for Bus Stop infrastructure	An invoice has been issued to the Parish Council following completion of this project.	To recommend to the Area Board that this Issue is closed.	Chair
e)	Issue 3-19-10 A4 Curzon Street (nr Savernake Drive) – Request to improve Pedestrian Crossing measures.	All civils work has been completed but electrical work remains outstanding due to a supply chain issue with the lighting column supplier which is beyond our contractor's control.	<p>Highways to monitor progress.</p> <p>Area Board to note</p>	<p>Highways</p> <p>Chair</p>
5.	<p>Other Priority schemes</p> <p>Mark Stansby explained that all CATG groups work on 5 main priorities, but it is recognised that sometimes other issues can be worked on/investigated simultaneously. These are noted in this section, which is sometimes termed the 'B-list'.</p>			
a)	Issue 3-20-6 Stanley Bencroft Hill – request for bend warning signs	<p>This scheme has been completed with an underpend of £183.39 against a ball park estimate of £500.</p> <p>An invoice has been issued to the Parish council for their 30% contribution.</p>	To recommend to the Area Board that this Issue is closed.	Chair

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b)	Issue 3-19-7 Calne (various roads) – Request for 20 mph Zone Signs to include road safety pictorials supplied by local school children	The final bill was settled at £2,644.00 and an invoice has been issued to the Town Council for their 50% contribution.	To recommend to the Area Board that this Issue is closed.	Chair
c)	Issue 3-20-1 Compton Bassett Church Corner – request to upgrade traffic signing	Signs have been installed and as agreed at the last meeting, the road markings will be painted as part of an ad-hoc order, to reduce costs.	Area Board to note. Highways to arrange road marking provisions	Chair Highways
d)	Issue 3-20-3 Calne Maple Close – request to reinstate half-barriers to prevent unauthorised vehicular access	The final bill was settled at £403.62, an underpend of £396.38 against the ball park estimate of £800. An invoice has been issued to the Town Council for their 30% contribution.	To recommend to the Area Board that this Issue is closed.	Chair
e)	Issue 3-20-4 A4 Quemerford – request to improve 30 mph Speed Limit Terminal signs, nr Lake View	The signs have been installed with a slight overspend of £18.07 against the original ball park estimate of £300. CATG to agree final contribution from the Town Council, originally set at 30%. AH confirmed that the TC would pay 30% of the final cost.	To recommend to the Area Board that this Issue is closed.	Chair
f)	Covid Response Issue A3102 Calne Silver Street – consider alternative pedestrian route to town via Spring Lane	Although this was originally identified as a potential social distancing scheme, this has potential as a long-term improvement. Refer to Briefing Note included as Appendix 3. Section 106 funds are available to undertake this work, should the CATG wish to go ahead.	To recommend that the Area Board requests this scheme to be progressed with Section 106 funds.	Chair

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g)	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 is to be completed by the County’s Term Consultants, Atkins. A brief has been issued to Atkins and work is progressing.</p>	<p>Highways to monitor progress.</p> <p>Area Board to note</p>	<p>Highways Chair</p>
6.	Requests / Issues			
a)	Issue 3-20-7 Studley, Studley Lane – request to deter parking at junction of Studley Gardens	<p>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.</p> <p>At the last meeting, the Parish asked for more time to consider the suggestion of double yellow lines on both sides of the road from the junction of the A4 to the Sawmill car park.</p> <p>Ioan Rees reported that it was his recollection that the Parish Council did not wish to take this issue forwards, however he</p>	<p>Confirm that the Parish wishes to close this issue.</p> <p>Area Board to note</p>	<p>Ioan Rees Chair</p>

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		wished to check the formal parish minutes – this would be confirmed at the next meeting.		
b)	Issue 3-20-9 A4 Calne / Quemerford – Request for crossing point to enable access to Quemerford Post Office from Stockley Lane	<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 crossing. A feasibility study is therefore unlikely to offer value for money. 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, 	Recommend the area board moves this issue to the top 5 priority list and requests officers to progress with design work. (Highways recommendation 3)	Chair

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		<p>motorised chairs and pushchair users as well as those less able pedestrians and is strongly recommended.</p> <ol style="list-style-type: none"> 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>Alan Hill reported that the Town Council had considered these points and felt there was no specific solution to the matter of a crossing and as such would not look to pursue one. However they would welcome changes and improvements as noted in 3 above.</p> <p>Detailed design work would need to be undertaken to progress this issue further and so it would need to be progressed to the Top 5 priority list.</p>		
c)	<p>Issue 3-20-12 Calne Lickhill Road / North Street – request to impose a one way system between North Way and Bryans Close Road or Bryans Close Road to Dixon Way.</p>	<p>Issue submitted by Calne Town Council</p> <p>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.</p> <p>Issue deferred again pending a discussion between Calne Town Council and the Transport Strategy Steering Group regarding the final draft of the Strategy.</p>	<p>Area Board to note</p>	<p>Chair</p>
d)	<p>Issue 3-20-13 Compton Bassett – request for Road Safety measures</p>	<p>Issue submitted by Compton Bassett Parish Council</p> <p>The Parish has commissioned an independent study of safety within the village.</p>	<p>To recommend to the Area Board that this Issue is closed.</p>	<p>Chair</p>

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		<p>Compton Bassett Parish Council still awaiting further information from their consultants and asked that the item be deferred until the next meeting.</p> <p>Pete Szczesiak reported that no specific requests are associates with this submission and suggested the issue be closed.</p>		
e)	<p>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</p>	<p>Issue submitted by Calne Town Council</p> <p>At the last meeting it was not clear what the deliveries are that is causing the concern. The Town Council were asked to provide evidence of the issue.</p> <p>There was a discussion at the meeting about the specifics of this matter, whether there was any action possible and if it was still an ongoing issue as lockdown has ended and the number of deliveries by drivers who do not know the area may be decreasing.</p> <p>It was felt that there was no effective action possible and the area board should be recommended to close the issue.</p>	<p>To recommend to the Area Board that this issue is closed.</p>	<p>Chair</p>
f)	<p>Issue 5-21-5 Heddington Roundway Close – request for pair of drop kerbs</p>	<p>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>No Heddington representative was present.</p>	<p>Deferred to next meeting.</p> <p>Area Board to note</p>	<p>Chair</p>

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g)	Issue 5-21-6 Heddington Church Road – request for access protection markings	Issue submitted by Heddington parish Council Access roads being blocked at school journey times. White lining to be carried out in next ad hoc programme to minimise costs.	Highways to action Area Board to note	Highways Chair
h)	Issue 3-21-7 Calne RoW link between A4 London Road and Holly Close – request for surfacing improvements	New Issue submitted by Calne Town Council Part of the footpath from Holly Close is paved, but the rest of the path is a rough, natural surface that is unusable by anybody in a wheelchair or mobility scooter, or pushing a child in a buggy. The path is also part of a popular route from the A4 to KGA and is used by several hundred young people each school day. There was a discussion about this issue that recognised further assessment of the location and issue was required. It was deferred to the next meeting.	Highways to assess further Area Board to note	Highways Chair
i)	Issue 3-21-8 C15 Compton Bassett – request for speed limit review	New Issue submitted by Compton Bassett Parish Council Parish believe the 30 and 40 mph speed limit terminal points are incorrectly located. Speed limit reviews are charged at a flat rate of £2,500 per route. There was a lengthy discussion about this issue which included the findings of a parish council commissioned private traffic management survey and consideration of the fact that the assessment criteria has not changed since the last time a speed limit review was carried out approximately 5 years ago.	Confirmation of a Parish contribution. Recommend the Area Board adds this to the priority list to request a speed limit review.	Pete Szczesiak Chair

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		<p>It was also noted that there is a contra-view to the extension of speedlimits beyond the characteristic edge of a village, which suggests that drivers have been found to disregard them more when they are not apparently linked to a settlement.</p> <p>There was not complete agreement and the group voted, with one abstention, to recommend the area board requests a speed limit review.</p> <p>This would be carried forward once confirmation of an appropriate contribution from the Parish Council has been received.</p>		
7.	Other items			
a)	Calne Community Transport Strategy.	<p>Final sign off was delayed due to concerns raised by Calne Without Parish Council.</p> <p>Anne Henshaw was not present. Mark Edwards provided a brief note in her absence, that a consultation was underway which will be discussed at the groups next meeting in September.</p> <p>It was hoped that Anne would be able to update the next meeting.</p>	Area Board to note	Chair
b)	Highways Response to Covid-19 – Re-allocation of road space	<p>At previous meetings Cherhill and Calne Without Parish Councils had expressed support to consider improvements to Sustrans route 403 from Calne to Avebury.</p> <p>Improvements suggested were:</p> <ul style="list-style-type: none"> • Safety measures near to the Hills site • Resurfacing / extra planings on Jugglers Lane 	Area Board to note	Chair

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		<ul style="list-style-type: none"> • Vegetation clearance from Yatesbury to Avebury, especially by the shooting club • Directional signing improvements <p>Cherhill Parish Council were asked to approach local farmers regarding hedge works and also to contact Stephen Leonard (RoW) to be contacted about the surface issues.</p> <p>Calne Without and Cherhill were to review signage of the route and to suggest improvements.</p> <p>There was a discussion which showed support for further work being undertaken.</p> <p>It was also noted that the Sustainable Calne group has also been undertaking consultation relating to the Calne to Chippenham stretch of the route.</p> <p>It was decided that the 3 parish councils along the route (not including Calne Town) would work together to establish what might be required.</p> <p>Ioan Rees offered to find a volunteer from Calne Without Parish to drive this work forward. Martin Purslow offered to represent Cherhill Parish and Isabel McCord Bremhill.</p>		
c)	<p>Submitting Requests and Issues to the CATG</p>	<p>Information on submitting requests and issues to the CATG is given on the Area Boards page of the Wiltshire Council Website.</p> <p>From the homepage select “Council, Democracy and Elections” and then select “Area Boards”.</p>	<p>All to note</p>	

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		<p>This process must not be used to report Highway Defects (see Item 7e below).</p> <p>Forms should be submitted to our dedicated mailbox:</p> <p>catgrequests@wiltshire.gov.uk.</p>		
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 is therefore 4th November 2021.</p>	All to note	
e)	Reporting Highway Defects	<p>Highway Defects should be reported using the “MyWilts” on line reporting system. Details can be found within the featured links at the top of the Wiltshire Council Website homepage.</p>	All to note	
f)	Requesting Traffic Surveys formerly known as metro counts	<p>Information on submitting requests for Traffic Surveys is given on the Area Boards page of the Wiltshire Council Website.</p> <p>Forms should be submitted to our dedicated mailbox:</p> <p>trafficsurveys@wiltshire.gov.uk</p>	All to note	
g)	Parish Precepts	<p>The Chair led a discussion about the importance of Parishes considering contributions to CATG schemes in the process of setting future parish precepts.</p>	Area Board to note	Chair

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		Recognising that parishes are currently working with precepts set last year, the Chair acknowledged a need to be flexible in the percentage contribution the CATG would request in order to enable all parishes to engage with opportunities to progress scheme in this financial year. However he expressed an expectation that, in future years, there would be a 30% minimum.		
8.	Dates of future meetings: 18th November 2021 and 17th February 2022, commencing at 10:00 hrs			

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.

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 **£24,703.47**

3. Legal Implications

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

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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: 6890, 3-19-6, 3-20-6, 3-19-7, 3-20-3, 3-20-4, 3-20-7, 3-20-13, 3-21-2

7.3 To add the following Issues to the Priority List (with CATG funding): 3-20-9, 3-21-8

7.4 To progress with Section 106 funding: Covid Response Issue Calne Silver Street/Spring Lane pedestrian route

7.4 To allocate funding to the following Issues on the Priority List: 6465