

## Melksham Local Highways & Footway Improvement Group

	Item	Update	Actions and recommendations	Who
	<b>Melksham LHFIG – Notes of on-line meeting held on Thursday 2<sup>nd</sup> February 2023 at 16:30 hrs</b>			
<b>1.</b>	<b>Attendees and apologies</b>			
		Attendees:	Area Board to note.	AB
		Cllr Nick Holder (Acting Chair) Louisa Lewis - Melksham Town Council Alan Baines – Melksham Without Parish Council Pat Tucker – Keevil Parish Council Colin Wade – Semington Parish Council Mary Winterburn – Great Hinton Parish Council Cllr Phil Alford Malcolm Jones – Steeple Ashton Parish Council Martin Rose – Area Highway Mangager Andy Cadwallader – Area Highway Engineer Stuart Renfrew – Highway Engineer Mark Stansby – Snr Traffic Engineer		
		Apologies:		
		Cllr Jonathon Seed Linda Roberts – Clerk to Melksham Town Council		
<b>2.</b>	<b>Notes of last meeting</b>			
		The notes of the previous LHFIG meeting held on 27 <sup>th</sup> October 2022 were presented to the Area Board on 7 <sup>th</sup> November, passing all recommendations.	LHFIG to note.	All

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<b>3.</b>	<b>Financial Position</b>			
		<p>The current balance for 2022/23, less previous commitments stands at £33,431.36 (see Appendix 1).</p> <p>An email from Cabinet Member for Highways and Transport, Cllr Caroline Thomas, was shared (see Appendix 1A), setting out the end of year financial arrangements for the LHFigs. Essentially, all uncommitted funds will be retained by the group and carried forward for use during 2023 / 24.</p>	Area Board to note	AB
<b>4.</b>	<b>Priority schemes</b>			
a)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>An order to install the additional bollards has been issued to our Contractor. Installation is anticipated during March.</p> <p>There are also some remedial road marking measures to complete but more suitable conditions are required to undertake this work.</p>	Area Board to note	AB
b)	A365 Shaw Bath Road Footway improvements – funded by Section 106 monies from George Ward Gardens development.	<p>An outline drawing of the resurfacing work is included as Appendix 2. Regrettably, this job has been pushed back into the next Financial Year, as the work will need to be done during school holidays.</p> <p>With the design now complete it is now apparent that we have a shortfall of funds. The estimate now stands at £29,177.93 inclusive of a 20% contingency to cover any unforeseen work and an anticipated uplift on the rates.</p> <p>Currently there is a sum of £20,077.54 available from a s106 fund, leaving a potential short-fall of up to £9,100.39.</p>	<p>To request that the Area Board grants a sum of £7,000 towards this project.</p> <p>To recommend to the Area Board an allocation of up to £1,500 be given to this project.</p> <p>Melksham Town Council to confirm their contribution of up to £1,500</p>	<p>Cllr Seed</p> <p>Cllr Seed</p> <p>Town Council</p>

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		Cllr Alford informed the group that the Area Board has a sum of £7,000 allocated for expenditure on open spaces but a suitable project has not been identified. It was proposed that this fund be diverted to this project, with the LHFIG and Town Council each committing up to £1,500.		
c)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	The legal process to dedicate the land is ongoing but the dispute over land ownership has now been resolved. The legal process must be completed ahead of any work on the ground.  Design work continues and construction will take place during 2023 / 24.	Area Board to note	AB
d)	Active Travel Scheme - Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road and town bridge.	Scheme to be funded from a third tranche of Section 106 money from the George Ward Gardens development. There are funds remaining (£13,034.35) specifically to improve cycleway signing within the town.  Town Council have been tasked to consider where additional improvements are needed.	Awaiting update from Town Council	Town Council
e)	Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development	Consultation on full closure over rail bridge or one way operation from east to west and new parking controls to be carried out by the Town Council.  Town Council to undertake consultation in the New Year (2023).	Awaiting update from Town Council	Town Council
f)	Issue 9-22-1 – Melksham Footway linking Hazelwood Road & St Michaels Road – Request for lighting	Issue submitted by Cllr Hubbard and Melksham Town Council.  An Order has been placed with our Lighting Consultants.	Area Board to note	AB

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		Installation is anticipated during the first two weeks of February.		
g)	Issue 9-22-5 – Melksham Spa Road – safety concerns at access to & from Wharf Court	<p>Issue submitted by Melksham Town Council</p> <p>2 x SLOW markings and reinstatement of the give way line across the entrance to Wharf Court to be done when weather conditions are more suitable.</p>	Area Board to note	AB
h)	Issue 9-22-10 – Berryfield Semington Road – request to install 2 bus shelters	<p>Issue submitted by Melksham Without Parish Council</p> <p>There is a Section 106 fund of £20,662 to provide 2 x shelters with seating, high access kerbs with RTI facility (or to be ready for RTI installation).</p> <p>No update - the project will be advanced when staff resources become available.</p>	Area Board to note	AB
i)	Issue 9-22-12 – Bowerhill Halifax Road – request for drop kerbs to link Brampton Court with Sunderland Close	<p>Issue submitted by Melksham Without Parish Council</p> <p>Parish have met Highways on site. It was agreed that the best solution is to provide 3 sets of drop kerbs, each side of Brampton Court and then over to Halifax Road. The ball park estimate is therefore closer to £3,500.</p> <p>No update - the project will be advanced when staff resources become available.</p>	Area Board to note	AB
j)	Issue 9-22-16 – Berryfield – request for direction signs to new village hall	<p>Issue submitted by Melksham Without Parish Council</p> <p>Request for directional signs for motorists via Telford Drive and Pedestrians from Semington Road via new footway opposite New Inn.</p>	Highways to monitor progress	Highways

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		Installation has been delayed due to the response effort to the wintery conditions.		
k)	Issue 9-22-17 – Melksham Without (various roads) – request for Parking Control Measures	<p>Issue Submitted by Melksham Without Parish Council</p> <p>Request for a Parking Review at the following locations:</p> <ul style="list-style-type: none"> <li>• Semington Canal Bridge</li> <li>• Lancaster Road Bowerhill</li> <li>• Avro Way Bowerhill</li> <li>• Merlin Way Bowerhill</li> <li>• Mitchell Drive Bowerhill</li> </ul> <p>It was noted that the canal forms the boundary between Melksham Without and Semington Parishes and that measures would be needed on both sides of the bridge. Parking controls within Melksham Without are included in the same legal Order as Melksham Town and so this also presents an opportunity to consider any pressing parking issues within the Town boundary.</p> <p>Issues affecting Semington Parish will need to be considered in tandem with this review.</p> <p>Parking reviews to be discussed under Item 6b.</p>	Area Board to note	AB
l)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>A suitable location has been agreed with Highways between Herman Miller and the first hangar.</p> <p>The parish have opted for a single gate and village nameplate at a ball park estimate of £3000, inclusive of traffic management.</p> <p>An engineer has been appointed and preliminary design work is underway.</p>	Highways to complete design and estimate to present at the next meeting.	Highways

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m)	Issue 9-22-3 – Melksham The Crays – request for drop kerbs	<p>Issue submitted by Melksham Town Council</p> <p>Drop kerbs to facilitate access for wheelchair users at the junction of The Crays and Montague Place.</p> <p>No update - the project will be advanced when staff resources become available.</p>	Area Board to note	AB
n)	Issue 9-22-6 – Melksham Sandridge Road junction with Snarlton Lane – request for signs to direct drivers to Snarlton Farm	<p>Issue submitted by Melksham Town Council</p> <p>An order has been placed with our Contractor to install the new signs.</p> <p>Installation is anticipated during the first week of March.</p>	Highways to monitor progress	Highways
o)	Issue 9-22-13 – Bowerhill DeHavilland Place and Dowding Way – Request for footway extensions and drop kerbs	<p>Issue submitted by Melksham Without Parish Council</p> <p>A crossing point, to give access into the Industrial Estate and beyond was identified at Cheshire Close via Pegasus Way.</p> <p>The work includes one set of drop kerbs, possible short extension of footway (to line up the crossing point) and removal of 2 x concrete bollards. The Parish request that construction is combined with the Halifax Road project, Issue 9-22-12.</p> <p>No update - the project will be advanced when staff resources become available.</p>	Area Board to note	AB
<b>5.</b>	<b>New Requests and ongoing Issues</b>			

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a)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	<p>The Parish propose to install a 3 bay shelter measuring 3.06 m x 1.3m which will be RTI compatible. This will require a base (3.5m x 1.5m) complete with electrical ducting and connecting chamber.</p> <p>A ball park estimate to construct the base and install the electrical items should be in the region of £3,000 to £3,500, with legal fees of around £1,500.</p> <p>Highways unable to proceed until the land dedication issue has been resolved.</p>	Action remains with Parish Council to resolve land ownership issues.	Parish Council
b)	Issue 9-22-11 – A350 Beanacre - request for measures to control entry speed at north end of village	<p>Issue submitted by Melksham Without Parish Council</p> <p>A suitable site for a gateway feature was identified and the gateway could include white gates, village nameplates and additional road markings.</p> <p>A ball park estimate to undertake this work is in the region of £8,000 to £10,000, inclusive of traffic management.</p> <p>The Parish have indicated that they are willing to fund this on a 50/50 basis.</p> <p>The LHFIG are content for this Issue to be moved forward.</p>	To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate £5,000.	Cllr Seed
c)	Issue 9-22-15 – Melksham junction of Church Street and High Street and Lowbourne – request for audible warning at signal controlled crossing points	<p>Issue submitted by Melksham Town Council</p> <p>Highways commissioned their Traffic Signal Consultants (Atkins) to investigate this matter.</p> <p>Town Council were content with the previous response on the disablement of the audible warnings, but asked why the crossing by Costa had the audible warning enabled?</p>	Highways to chase Atkins for their response.	Highways

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		Highways awaiting update from Atkins.		
d)	Issue 9-22-19 – Whitley, Corsham Road – request to alter staggered barriers on alleyway between Corsham Road and Eden Grove.	<p>Issue submitted by Melksham Without Parish Council</p> <p>Safety barriers causing access issues to users of mobility scooters.</p> <p>A site inspection has been made and both barriers could be removed and replaced to allow more space for mobility scooters / pushchairs. However, this would also make life easier for cyclists (which are not permitted to ride here) and slightly increase the risk of a child running out into the road.</p> <p>The estimated ball park cost is £750.00.</p> <p>The LHFIFG are content for this Issue to be moved forward.</p>	<p>To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate £375.00.</p> <p>Parish Council to confirm their contribution of £375.00</p>	<p>Cllr Seed</p> <p>Parish Council</p>
e)	Issue 9-22-20 – Keevil, Martins Road – request to alter barriers and improve condition of footpath surface.	<p>Issue submitted by Keevil Parish Council</p> <p>The footpath in question is a Right of Way, KEEV27 and provides access to the recreation ground. Safety barriers installed at Martins Road cause access difficulties to users of mobility scooters, wheelchairs and children's buggies.</p> <p>Following a site meeting with the Rights of Way officer, Highways and Parish in attendance it was agreed that Highways would consider the access issue and RoW would look at the surfacing improvement. Two estimates are provided for consideration:</p> <ol style="list-style-type: none"> <li>1. To remove and replace the safety barrier (with a smaller version), provide a drop kerb and new hardstanding amounts to £900 (ball park).</li> </ol>	<p>To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate £7,987.50.</p>	<p>Cllr Seed</p>



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		<p>2. To provide footpath edging and undertake resurfacing, over a length of approximately 60 metres is estimated at £9750. This would reduce to £6750 if the edging was omitted.</p> <p>The Parish confirmed their contribution of 25%, a sum of £2,662.50, to include the footpath edging and the LHFIFG were content to move this forward.</p> <p>Highways to liaise with Rights of Way to programme this work. The footpath will need to be closed and the Parish have requested that access is maintained for two events, taking place late May and on 17 June.</p>		
f)	Issue 9-22-21 – Melksham Snarlton Lane, Crossing point from Nightingale Close – request for coloured road surface due to safety concerns	<p>New Issue submitted by Cllr Sankey and Melksham Town Council</p> <p>View of the crossing often restricted due to vegetation. A warning sign was previously funded through the CATG / LHFIFG process.</p> <p>There has been no recorded personal injury collisions at the crossing point in the most recent 6 year period to June 2022.</p> <p>A ball park figure was quoted for coloured surfacing at £2,500 but the cost of installation, including fees for a road closure will have risen (perhaps significantly), since the quote was issued 2 to 3 years ago.</p> <p>It was noted during discussions that the hedgerow is protected by a preservation order and removal is not an option. The hedge will receive a flail cut as part of the routine maintenance programme.</p>	Highways to arrange a site meeting	Highways

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		It was agreed that a further site meeting be arranged, to coincide with a school journey time, to agree potential improvements and to determine costs.		
g)	Issue 9-22-22 – Shaw Corsham Road – request to reinstate louvre shuttering on approach to signals	<p>New Issue submitted by Melksham Without Parish Council</p> <p>The old set of traffic signals had louvres fitted to the green lamps. Louvres were omitted on the new signal heads when the lights were replaced in 2020.</p> <p>This was not flagged as a concern as part of the Stage 3 Road Safety Audit (post construction). There has been no recorded personal injury collisions involving southbound vehicles within the vicinity of the signals or the school in the most recent 6 year period to June 2022.</p> <p>A ball park estimate to provide louvres is £750.</p> <p>The Parish are concerned that this omission will be detrimental to safety for those using the Zebra Crossing by the school.</p> <p>Following a discussion the LHFIFG are content to move this request forward.</p>	<p>To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate £375.00.</p> <p>Parish Council to confirm their contribution of £375.00</p>	<p>Cllr Seed</p> <p>Parish Council</p>
h)	Issue 9-23-2 – Great Hinton – request to replace a wooden stile with a Kissing Gate to create better access to a number of local Footpaths	<p>New Issue submitted by Great Hinton Parish Council</p> <p>The Parish representative has met with the RoW Officer and agreement has been reached with the land owner for this change to take place.</p> <p>An estimate to supply and install the new gate is £480.00.</p> <p>The Parish confirmed that such an improvement would provide better access to three public footpaths in the area and will</p>	<p>To recommend to the Area Board that this Issue is added to the Priority Schemes List and to allocate a sum of £500.00.</p>	<p>Cllr Seed</p>

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		<p>address points set down in Wiltshire Council’s Countryside Access Improvement Plan.</p> <p>Following a discussion the LHFIG are content to move this request forward.</p>		
<b>6.</b>	<b>Other items</b>			
a)	<p><b>Pavement and Footway Improvement Schemes (pre-LHFIG)</b></p>	<p>During 2022 the Council completed the footway works in Springfield Gardens, Whitley and the sites in the Berryfield estate. There was no footway patching carried out in 2022, therefore the work at Philips Close remains outstanding. The Ebenezer Chapel footway between Union Street and King George V playing field is with the major maintenance team as a project awaiting funding. It is inspected regularly to ensure it complies with the Council’s inspection manual.</p> <p>Below is a list of footway sites submitted for footway funding in 2023/24. All sites are subject to funding. Once the funding has been announced the Council will be in a better position to know what sites will be carried out.</p> <p>Footway reconstruction.</p> <ul style="list-style-type: none"> <li>• Corfe Road, Melksham</li> <li>• Sherwood Avenue, Melksham 29 – 55 on both sides of road</li> <li>• Rope Walk, Melksham adjacent to No9</li> <li>• Corsham Road, Whitley north of Middle Lane to Top Lane</li> <li>• Berryfield Close, Melksham at the rear of 1 – 7</li> </ul> <p>Footway Slurry sites</p>	Area Board to note	AB

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		<ul style="list-style-type: none"> <li>• Ashley Close, Whitley</li> <li>• Tower Road, Melksham including cul-de-sac off Blackmore Road</li> <li>• Sherwood Avenue/Savernake Avenue, Melksham</li> <li>• Wellington Drive, Bowerhill</li> <li>• Birch Grove, Bowerhill</li> <li>• Elm Close, Bowerhill</li> <li>• Blackmore Road Cul-de-sacs, Melksham</li> </ul>		
b)	<b>On Street Parking Reviews</b>	<p>Responsibility for on-street parking reviews (changes to double yellow lines, time limited parking etc) has transferred from the Network Management Team to the Traffic Engineering Team, with new requests now being filtered through the LHFIGs. This is to include any previous requests submitted to Network Management which have yet to be assessed.</p> <p>The process of undertaking a Parking Review is lengthy, and of course involves advertising Traffic Regulation Orders. It therefore makes both practicable and economic sense to undertake these (as required) on an annual basis only, with the exception of enforced changes to accommodate other Highway Infrastructure.</p> <p>Moving forward, it is proposed that requests are collated by Town and Parish Councils and submitted to the LHFIG for consideration for the first meeting of each new Financial Year, in this instance on May 9. Lists will need to be submitted using a Highway Improvement Request Form.</p>	<p>Area Board to note</p> <p>Parish Councils to consider submitting requests</p> <p>Highways to advise all clerks of this new process.</p>	<p>AB</p> <p>Parish Councils</p> <p>Highways</p>
c)	<b>Deadline for submitting LHFIG Requests</b>	<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>Requests to be sent to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a></p>	<p>All to note</p>	<p>All</p>

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		The deadline for our next meeting is 25 <sup>th</sup> April 2023		
7.	<p><b>Dates of future meetings:</b></p> <p><b>9<sup>th</sup> May, 27<sup>th</sup> July, 2<sup>nd</sup> November and 8<sup>th</sup> February 2024.</b></p> <p><b>Meetings to commence at 16:30 hrs and will be held on-line until further notice.</b></p>			

## Melksham Local Highways & Footway Improvement Group

**Highways Traffic Officer – Mark Stansby**

**Area Highway Engineer – Andy Cadwallader**

### 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 Melksham Area Board.

2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£19,313.47**

### 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

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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 Melksham Area Board**

7.1 To add the following Issues (with funding) to the Priority Schemes List:

9-22-11 Beanacre Gateway (£5,000.00), 9-22-19 Whitley Staggered Barriers (£375.00), 9-22-20 Keevil Footpath (£7,987.50), Shaw Traffic Signal Louvres (£375.00) and Great Hinton Kissing Gate (£500.00)

7.2 To allocate funding (£1,500.00) to the footway improvement scheme at Shaw.