

**Date of Meeting: 24<sup>th</sup> July 2023 – 16:00 – virtual meeting**

**1) Attendees and apologies**

	Circulation:	<p>Tim Trimble (Chair)                  Sarah Gibson – Wiltshire Councillor                  Johnny Kidney – Wiltshire Councillor                  Trevor Carbin – Wiltshire Councillor                  Andy Cadwallader, Kirsty Rose – Highways                  Liam Cripps – Strategic Engagement Manager</p> <p>Atworth Parish Clerk                  Bradford on Avon Town Clerk                  Holt Parish Clerk                  Limpley Stoke Parish Clerk                  Monkton Farleigh Parish Clerk                  South Wraxall Parish Clerk                  Staverton Parish Clerk                  Westwood Parish Clerk                  Winsley Parish Council                  Bianca San Martin – Wingfield PC                  George Mumford – Westwood PC                  Liz Watts – Monkton Farleigh PC                  Pauline Adams – Monkton Farleigh PC                  Jeremy Wire – Streets Ahead                  Ian Barnes – Limpley Stoke PC                  John Barnes – Winsley PC                  Bella Walker – South Wraxall PC                  Andrew Nicolson – Cycling UK</p>		
--	--------------	--	--	--

<b>2) Notes of last meeting</b>				
		Previously circulated		
<b>3) Financial Position</b>				
		2023-24 allocation = £20,764 Current budget available = £15,383  <u>Allocations made at meeting:</u>  Monkton Farleigh Speed Limit TRO - £2500 (£1250 LHFIFG/£1250 PC) Bridge Street, BoA 20mph repeater signs - £300 (£150 LHFIFG/£150 TC).  <b>Remaining budget: £13,983</b>		
<b>4) Top Priority Schemes</b>				
	<b>Item</b>	<b>Update</b>	<b>Actions and Recommendations</b>	<b>Who</b>
4.2	Wine Street, Bradford on Avon	A prohibition of motor vehicles, except for access, would be appropriate to replace the current 3T weight restriction.  <b>17/04/23</b> Proposal plan provided with note tracker. Contraflow cycle provision is feasible, alongside introduction of waiting restrictions and changes to 3.5t restriction. Cost estimate,	<b>24/07/23</b> Data provided to Winsley PC. Town Council contribution confirmed. However, please see attached note regarding potential contraflow cycling conflict.	

		<p>including TRO, £7300.</p> <p>Concerns were raised on behalf of Winsley Parish Council regarding the potential for increased use of Turleigh as a result of these changes. KR is to provide traffic data information.</p> <p>AC raised concern regarding road safety of cycles travelling in opposing direction to vehicles. KR to arrange safety check of the proposed design.</p> <p>Funding agreed subject to above and approval at area board and town council contribution.</p>	<p>The group discussed the potential conflict for contraflow cycling and noted the concerns raised. KR to determine if an short section of marked lane can be provided on bend.</p> <p>Group agreed to proceed with TRO adverts.</p>	KR
4.3	Junction of Monkton Farleigh and A363	<p><b>17/04/23</b> Signing work is complete. Road markings are on order and will be complete during May/June.</p> <p>The parish council are concerned that the sign is not large enough and do not feel it highlights the junction.</p> <p>The sign is the correct size for speed limit and type for this junction arrangement. KR to determine if any changes are needed and report back.</p>	<p><b>24/07/23</b> KR to order replacement sign.</p> <p>Awaiting road markings installation.</p>	To note
4.4	2-22-5 Trowbridge Road, BoA	<p><b>17/04/23</b> Proposal to provide 4no reboundable pole cones in the footway between no's 97 and 107 Trowbridge Road to prevent vehicles mounting kerb. Cost estimate £1200.</p> <p>Funding agreed subject to town council contribution.</p>	<p><b>24/07/23</b> Town council contribution has been confirmed. To progress to installation.</p>	To note
4.5	B3109 Lower South Wraxall Junction Visibility	<p><b>17/04/23</b> Estimated cost of alterations to improve visibility is £72,000</p>	<p><b>24/07/23</b> Awaiting update from parish council.</p>	

	Improvements.	including land purchase and legal costs.  Discussions with land owner ongoing, however group and parish council to consider if substantive bid is supported.  Parish council to report back following discussion and item to be considered for funding at next LHFIG meeting.		
4.6	2-22-3 Pippets Buildings, Market Street	Due to the narrow nature of Market Street, vehicles, especially vans, lorries and coaches/buses are mounting the pavement and driving along it just outside a row of three small shops in Market St (Cheese Shop, Orton’s and Spa shop – numbers 5, 6, 7 and 8 Market St). Due to the pavement being narrow, and the need to queue outside as one of the shops is very tiny and popular, pedestrians and those living and working in Pippett Buildings are endangered by this.  A solid bollard on the corner of the pavement, or even 2 or 3 on the kerbside would prevent vehicles from mounting the pavement. Feasibility to be investigated including a review of utility information.  CATG are mindful that the outcome of the wider consultation is still pending and may impact upon Market Street.	<b>24/07/23</b> KR to review feasibility and provide plan and cost estimate.	KR

**5) Substantive Schemes**

	Item	Update	Actions and Recommendations	Who
5.1	Berryfield Road, Bradford on Avon	<b>17/04/23</b> Substantive bid has been successful and construction is intended to take place in school summer holidays 2023.  Sladesbrook advisory 20 is ordered with the contractor. Implementation dates to be confirmed and will depend on electrical item lead-in times.	<b>24/07/23</b> TRO changes advertised, ending 17 <sup>th</sup> July. A letter was delivered to residents and school outlining proposals as part of consultation process.  Objections received therefore cabinet	

		KR to provide info to TT to allow letter drop to be arranged.	member decision report required.  Construction will not take place in Summer 2023. Works will need to take place within school holidays therefore new dates to be confirmed.	
5.2	Westwood Parish Council Speed management – New Inn area	<b>17/4/23</b> Substantive bid successful. Design work to progress to allow construction during 2023/24 financial year.	<b>24/7/23</b> Construction programmed for November 2023. Design to progress to allow works pack to be issued. Site meeting with resident arranged to discuss wall adjoining scheme.	To note
5.3	The Midlands, Holt	<b>17/04/23</b> Works to commence on 22nd May 2023 with road closure in place. Plan provided with note tracker for info	<b>24/7/23</b> Works complete. Item to be removed from note tracker.	To note

**6) Other Schemes**

	Item	Update	Actions and Recommendations	Who
6.2	Speed Limit Review, Monkton Farleigh	<b>17/04/23</b> Journey time data for section 1 and 2 has been redone. A review of original data found length measurements of each section to be incorrect. Driven speed surveys have been carried out and calculated based on correct lengths. This shows a small reduction in mean speed values.  Further information and recommendations have been provided to the parish council for consideration.  Parish council to provide formal response.	<b>24/07/23</b> PC have confirmed contribution to the TRO cost for the speed limit.  The LHFIG agreed funding contribution to the TRO costs, which total £2500 (£1250 LHFIG/£1250 PC).  KR explained the timescales for the TRO process, which has a lead in time of approx.. 12 weeks from providing	

			information to the TRO team.  The funding for implementation is yet to be agreed.	
6.3	B3108 Winsley – Road Safety Concerns	<b>17/04/23</b> The PC have written to express their disappointment at the recommendations of the briefing paper and request that the speed limit is lowered to 40mph. This is to be considered by Head of Service and Cabinet Member.  KR to follow up with HoS	<b>24/07/23</b> KR to follow up again regarding response to PC concerns.  JB brought the groups attention to two planning applications alongside the B3108 near the rugby club and the potential impact if approved. KR to discuss with development control.	KR
6.5	A365 Atworth – Mini-Roundabout	<b>17/04/23</b> Awaiting survey. This is expected during May.	<b>24/07/23</b> Survey data received however some temporary works may have impacted. KR to arrange repeat of surveys.	
6.6	Ashley Road, Bradford on Avon	<b>17/04/23</b> Survey data received. KR to prepare assessment report for circulation.	<b>24/07/23</b> Report circulated with note tracker outlining extents of potential 20mph speed limit. Estimated cost of implementation £13,000.  TT asked that the recommendations be reviewed to consider inclusion of part of Winsley Road in the 20mph speed limit. KR to review and report back.	
6.7	Holt Rd, Bradford on Avon	<b>17/04/23</b> Data shows 85 <sup>th</sup> percentile speeds of 37mph +. Data attached with note tracker.  There is not a suitable location at which the 30mph	<b>24/07/23</b> Pedestrian signing funding from town council confirmed. To progress to installation.	

		<p>terminal signs could be resited therefore recommend improvements to signing at current location. This would also bring into line with other entrances into town. Estimate cost £500. Funding for this was not agreed subject to review of signing locations. KR to review feasibility of sign installation behind cemetery wall.</p> <p>Pedestrian signing at locations shown denoting 'Town Centre' or 'Cemetery' (depending on direction) are estimated to cost approx.. £1250. Funding for this was agreed subject to town council contribution</p>	<p>KR explained concerns regarding siting of sign within boundaries of cemetery and suggested alternative to relocate speed limit terminal signing to a location close to the pedestrian refuge.</p> <p>Cost estimate and proposal to be prepared and circulated.</p>	
6.8	2-22-19 Southville Road/Culver Road/Lodden Way, Bradford on Avon	<p><b>17/04/23</b> KR to investigate pedestrian changes at junction and report back to next meeting.</p>	<p><b>24/07/23</b> KR to review and report back at next meeting.</p>	
6.9	2-22-22 Poulton Lane, Bradford on Avon	<p><b>17/04/23</b> KR explained that there was likely a substantial cost associated with providing surface improvements. The route does not currently permit cycling and would require a change in legal status.</p> <p>The group asked that this be investigated for feasibility of improvements. KR to investigate. These items may also be considered in the LCWIP development.</p> <p>This route is a ROW but is not part of the highway network or owned by Wiltshire Council. KR to discuss with RoW team</p>	<p><b>24/07/23</b> The processes relating to legal changes to the RoW to promote cycling were discussed as well as ownership.</p> <p>Improving the route for pedestrians would not require a legal order change but may require consent from land owners.</p>	
6.10	2-22-28 St Margaret's Car Park / McKeever Bridge	<p><b>17/04/23</b> The markings are now in place providing a clear</p>	<p><b>24/07/23</b> LHFIG funding cannot be used for</p>	

		<p>pedestrian route through car park. AN raised concern that these markings do not sufficiently meet pedestrian route requirements.</p> <p>KR to determine if LHFIG funding can be used in off highway car parks</p> <p>KR liaising with structures team regarding bridge.</p>	<p>works outside of the adopted highway or rights of way network.</p> <p>A discussion regarding the need for a marked pedestrian route on an alternative line took place.</p>	
6.11	2-22-30 Middle Stoke, Limpley Stoke – narrowing to aid speed reduction.	<p><b>17/04/23</b> It was agreed that this could be investigated further. An engineer has been allocated.</p>	<p><b>24/07/23</b> Ongoing with parish council</p>	
6.12	2-22-31 Church Lane, Limpley Stoke – consideration of extending 20mph limit.	<p><b>17/04/23</b> It was agreed that this could be investigated further. An engineer has been allocated.</p>	<p><b>24/07/23</b> Ongoing with parish council</p>	
6.13	2-22-23 Bridge St, Bradford on Avon	<p><b>17/04/23</b> Request for additional 20mph roundel. KR to review and report back to group. May be possible to relocate repeater from St Margaret’s Street that is surplus to requirements</p>	<p><b>24/07/23</b> Funding for additional upright repeater signing was agreed. £300 total (£150 LHFIG/ £150 TC (tbc)).</p>	
6.14	2-22-24 Frome Rd/Chapel Lane Wingfield	<p>The junction of Chapel Lane and Frome Road is very dangerous for both cars and pedestrians. In a car the house on that junction comes right up to the pavement which limits the visibility to the right (looking towards the Poplars pub), this coupled with the road changing from a 40mph to a 60mph just after the junction means its is very dangerous pulling out. As a pedestrian the footpath at this junction narrows meaning if you are walking with children or a pram (4 families live on Chapel Lane with young children) it is very dangerous. 40mph feels very fast for one of the main village school</p> <p>This issue can be resolved in a number of ways; 1) At a minimum increasing the pavement width, this would</p>	<p><b>24/07/23</b> Site meeting with parish council to be arranged.</p>	<p>KR</p>



		<p>help with pedestrians and also allow more space to "edge out" in a car.</p> <p>2) Digital speed signs to remind vehicles that this is still a 40mph road, this would also give the extra benefit of cars pulling out at that junction to know if traffic is coming</p> <p>3) Reduce the speed limit. As mentioned 40mph seems very high for a school walking route</p>		
7) Waiting Restrictions				
	Item	Update	Actions and Recommendations	Who
7.1	Winsley – Winsley Hill Canal Bridge and Bradford Road North	<p>Waiting restrictions proposal circulated. The changes to budget arrangements see waiting restrictions fall within LHFIFG remit, therefore group to consider support for funding proposals, including TRO advert.</p> <p>Group discussed changes to funding arrangements. WC councillors to make representations to cabinet member and senior officers regarding funding for these restrictions as it is felt that these should be funded centrally as this was originally agreed prior to delays to delivery.</p> <p>The advert cost, which can include Atworth, is £2000 with an additional £1000 per location for implementation.</p> <p>It was agreed to allocate £1500 from LHFIFG but to for representations to be made to reduce the funding required. It has been agreed that the TRO advert cost for the West Wilts villages TRO will be covered centrally. Funding for implementation will need to be from LHFIFG &amp;/or PC. £1500 is allocated to date from LHFIFG. Winsley PC have declined to contribute based on the age of this request. It is anticipated that the £1500 will cover implementation of both Winsley requests and Mead Park, Atworth should the group wish to proceed on this basis.</p> <p>An updated proposal for Winsley Hill has been provided to PC for</p>	<p>The proposed restrictions have been advertised. The overall package, including works outside of Winsley, received objections and as such a cabinet member report is in progress.</p>	To note

		<p>their consideration.</p> <p>The group discussed the waiting restrictions and are happy to proceed with TRO advert, subject to additional changes on Winsley Hill (to be confirmed with PC).</p>		
7.2	Atworth – Mead Park	<p>As above. TC and PT expressed concerns that the PC should not be expected to contribute as this lining is needed as a result of a scheme implemented through CATG.</p> <p>See notes above re funding. PC have declined contribution based on age and background to request.</p> <p>Agreed to proceed to TRO (funded centrally) and implementation to be covered by LHFIFG (already allocated).</p>	As above.	To note
7.3	Bradford on Avon Town – Outstanding Waiting Restriction Requests	<p>A list of outstanding requests for waiting restrictions has been circulated with the note tracker. TC/LHFIFG to determine if requests are still valid and to determine if investigation/TRO advert should proceed.</p> <p>TC to confirm relevance of outstanding requests and highlight any other additions.</p> <p>List approved with additional locations added. To be progressed to advert alongside Berryfield Road restrictions (subject to outcome of substantive bid).</p>	KR preparing documents for TRO advert.	To note
7.4	Lower Woolley St / Silver St, Bradford on Avon	Request for residents parking. To be reviewed and proposal advertised alongside other outstanding waiting restrictions.	Included with above	To note
<b>8) Under/Awaiting Construction</b>				
	<b>Item</b>	<b>Update</b>	<b>Actions and Recommendations</b>	<b>Who</b>
8.1	Bradford Road, Atworth – 20mph Speed Limit	<p><b>17/04/23</b></p> <p>No objections received to TRO. This will now progress to implementation.</p>	<p><b>24/07/23</b></p> <p>Await installation</p>	To note
8.2	Church St and Bridge St,	<p><b>17/04/23</b></p>	<p><b>24/07/23</b></p>	Local

	Bradford on Avon	Awaiting installation. Order to be raised when resources allow.	Awaiting installation.	Highways
8.3	B3109, BoA – from crossroads to Sladesbrook	<b>17/04/23</b> Road markings ordered for Spring implementation.	<b>24/07/23</b> Awaiting installation.	To note
8.4	2-22-14 Leigh Road, Bradford Leigh	<b>17/04/23</b> A works pack and order have been issued. Awaiting installation.	<b>24/07/23</b> Awaiting installation.	To note
8.5	2-22-15 Double Bends on the B3109 between Bradford Leigh and South Wraxall	<b>17/04/23</b> Proposal for additional chevron board, SLOW road markings on approach and verge markers to highlight carriageway alignment near layby. Cost estimate £2300.  KR to provide plan to parish council. LHFIG funding approved subject to parish council approval and contribution.	<b>24/07/23</b> Parish council funding confirmed. To progress to implementation.	To note
8.6	2-22-16 Silver Street, Bradford on Avon	<b>17/04/23</b> Significant changes to kerb line, speed limit etc may be better suited for consideration as part of the wider review of the town. In the meantime, a SLOW road marking may be provided to help reduce approach speeds. Cost estimate approx.. £600.  Funding for the SLOW marking was agreed subject to town council contribution.	<b>24/07/23</b> Town council contribution confirmed. To progress to implementation.	To note
8.7	2-22-21 Trowbridge Road / Widbrook, BoA	<b>17/04/23</b> Propose additional sign be provided highlighting shared use path and advising cyclists to take caution on the approach to Widbrook bridge. Approximate cost £600.  Vegetation trimming would also be beneficial.  The give-way markings on the junction should not be	<b>24/07/23</b> Town council funding confirmed. To progress to implementation.	To note

		removed as they serve to highlight the access.  Funding agreed subject to town council contribution		
8.8	2-22-25 Junction of Norden with Kingston Rd, BoA	<b>17/04/23</b> Road markings ordered for Spring implementation.	<b>24/07/23</b> Await installation	To note
8.9	Ashley Lane, Great Ashley	<b>17/04/23</b> Proposal to erect advisory signing warning of unsuitability for wide vehicles at each end of Ashley Lane. Cost estimate £1000.  Funding agreed subject to parish council contribution.	<b>24/07/23</b> Parish council funding confirmed. To progress to implementation.	To note
8.10	2-22-27 St Margaret's St and mini-roundabout, BoA	<b>17/04/23</b> Propose 1no bollard to be installed on corner to prevent over-running. Cost estimate approx. £700.  Funding agreed subject to town council contribution	<b>24/07/23</b> Town council funding confirmed. To progress to implementation.	To note
8.11	2-22-29 Barton Close and Courtside Terrace, BoA	<b>17/04/23</b> Request for street nameplates, supported by BoA Town Council.  Funding agreed for 2no street nameplates at £600. £300 from LHFIFG subject to match funding from TC.  Funding has been agreed by BoA TC. Works pack to be issued.	<b>24/07/23</b> Works pack to be issued and await installation.	To note
<b>9) On Hold</b>				
	<b>Item</b>	<b>Update</b>	<b>Actions and Recommendations</b>	<b>Who</b>
9.1	2-22-4 Market Street, BoA	Due to the incredibly narrow nature of Horse's Neck section of Market Street and the narrowness of the only pavement	This is now to be considered as part of wider measures following town traffic	

		<p>there, various vehicles - including vans, lorries and coaches/buses - are mounting the pavement and driving along it endangering pedestrians. Regular traffic jams due to large vehicles trying to pass each other in this section. Ambulances and fire engines have been held up here.</p> <p>Some kind of bollard or series of bollards on or next to kerb; or yellow box to regulate the traffic.</p>	consultation.	
9.2	2-22-13 New Road Bradford on Avon – Formal Crossing and 20mph Speed Limit Request	<p><b>Issue:</b> Heavy traffic, limited visibility and high pedestrian footfall has made a formal crossing on New Road essential for pedestrian safety. Regular near-misses are seen by residents, often involving school children (the route is a significant walking route for Christ Church and St Laurence pupils). This is especially the case towards the middle of the route, opposite New Road Express store. The nearest formal crossings are at Mount Pleasant (more than 200m westbound) and Holt Road (nearly ½ mile east/southbound). Although there is a pedestrian island at the Texaco garage on the Woolley Street junction, the refuge is insufficient and cars rarely stop. A collision is only a matter of time.</p> <p><b>Request:</b> 1. A formal crossing was designed as part of the traffic mitigation measures during the social distancing scheme and its one-way system. A formal crossing at the Highfield / New Road Express area is highly desirable regardless of the outcome of the traffic consultation.</p> <p>2. A 20mph speed limit throughout the town, including Bath Road, Mount Pleasant, Sladesbrook, New Road, Springfield, Holt Road, Silver Street, Market Street, Masons Lane.</p> <p>The group supported this request but felt that it should be put on hold until a decision has been made by WC/ Cllr McClelland regarding the overall traffic in BoA.</p>	On hold	To note
9.3	2-22-26 23-30 St Margaret's St, BoA	Concerns raised regarding vehicle speeds and lack of compliance with the 20mph speed limit. Report of a	On hold pending completion of works on St Margaret's Street bridge.	To note

		<p>number of near misses.</p> <p>Would like to see vegetation cut back to improve visibility of signs, improved signing and traffic control measures (traffic calming) and a town-wide 20mph limit.</p> <p>It was agreed that a traffic survey to determine vehicle speeds and volumes be requested to be carried out once the road reopens.</p>	<p>Move to 'on hold' section.</p>	
<b>10) New Requests</b>				
	<b>Item</b>	<b>Update</b>	<b>Actions and Recommendations</b>	<b>Who</b>
10.1	<b>2-23-5</b> Bridge Yard – layby opposite Co-Op	<p>Request for lockable bollards to prevent parking taking place in layby on waiting restrictions which blocks private car park access.</p>	<p><b>24/07/23</b> Plan and cost estimate to be provided. This will not include lockable bollard provision due to objections from other users of the car park.</p>	
10.2	<b>2-23-6</b> Winsley Road, Bradford on Avon	<p>Concerns about speeding and poor driving resulting in vehicles mounting kerb on approach to 30mph gateway.</p> <p>Request for markings on kerb or extension of 30mph speed limit, speed cameras or auto speedwatch.</p> <p>Town Council supports extension to speed limit.</p>		
10.3	<b>2-23-7</b> St Margaret's St/Station Approach. BoA	<p>Request for tactile paving to be provided at crossing points around this roundabout and an additional dropped kerb crossing on St Margaret's Street.</p> <p>Town Council would like this to be funded as a remedial to previous substantive bid.</p>	<p><b>24/07/23</b> Plan and cost estimate to be provided.</p>	
10.4	<b>2-23-10</b> Staverton – Dropped Kerbs Request	<p>I am in a wheelchair and frequently travel from Horse Rd Trowbridge when the Bus drops me off from town. I travel</p>	<p><b>24/07/23</b> KR to meet with resident to identify</p>	

		<p>up Canal Rd, (in wheelchair) pass the boats and over the bridge to Maunders Drive</p> <p>.</p> <p>There is no drop down kerb as u travel over the bridge at Staverton from Canal Rd to my flat (on the opposite side of the road) the nearest dropped down kerb (although this is not a very satisfactory dropped kerb) is by the bus stop. I have to Travel over the bridge at Staverton then turn right and find this drop kerb adding extra travelling as I am going in the opposite direction to my flat by quite a long way. There is always a worry my wheelchair will run out of power as I have been to town so travelling in the opposite direction to my flat adds extra stress.</p> <p>I would like a dropped kerb near the bridge.</p>	<p>location. Plan and cost estimate to be provided.</p>	
<b>11) Any Other Business</b>				
<b>12) Date of Next Meeting: 9<sup>th</sup> October 2023</b>				

**Bradford on Avon LHFIG**

**Highways Officer – Kirsty Rose**

**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 Bradford on Avon Area Board.

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

**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**