

## MALMESBURY LOCAL HIGHWAY AND FOOTWAY IMPROVEMENT GROUP (LHFIG) ACTION TRACKER

|           | Item   | Update  | Latest Actions & Recommendations | Priority | Who |
|-----------|--|---|----------------------------------|----------|-----|
|           | <b>Date of meeting: 16<sup>th</sup> January 2024</b> |   |                                  |          |     |
| <b>1.</b> | <b>Attendees and apologies</b>                       |   |                                  |          |     |
|           | <p>Present:</p> <p>Apologies:</p>                    | <p>Cllrs Elizabeth Threlfall, Gavin Grant, Martin Smith, Chuck Berry.</p> <p>Steve Hind, Becky Chivers, Pauline Cameron (Little Somerford), Roger Budgen (St Paul Malmesbury Without), Tom Blanden (Charlton), Martin Evans (Brinkworth), Michael Bromley Gardner (Hankerton and Charlton), Phil Exton (Malmesbury), Chris Pope (Lea and Garsdon), Ian Cain (Minety), Mike Tarrant (Sherston), Henry Jodrell (Easton Grey).</p> |                                  |          |     |
| <b>2.</b> | <b>Notes of last meeting</b>                         |   |                                  |          |     |
|           |  | <p>The minutes from the LHFIG meeting dated 3<sup>rd</sup> October 2023 are here.</p> <p><a href="#">..\Final\Malmesbury LHFIG Note Tracker v2 031023 FINAL.docx</a></p>  |                                  |          |     |

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| <b>3.</b> | <b>Financial Position</b>  |  |  |           |  |
|           |  | <p><b><u>Budget 2023-24</u></b></p> <p>(a) £26,150.00 - LHFIG allocation 2022-23<br/>                 (b) £43205.41 - Underspend from 2022-23<br/>                 (c) £0.00 Area Board underspend<br/>                 (d) £16404.00 - 3<sup>rd</sup> party Contributions<br/>                 (e) <b>£85759.41</b> Total Budget 2023-24 (a+b+c+d)</p> <p>(f) Committed /New schemes 2023/24 = £54,680</p> <p><b>Current Balance £31,079.41 (e-f)</b></p> |  |           |  |
| <b>4.</b> | <b>Top Priority Schemes (Priority 1)</b>   |  |  |           |  |
|           | <p><b>7-21-1</b><br/>                 Sherston - Bollards, Church St<br/>                 (opposite Gray's garage)<br/>                 Submitted 14/2/.2021</p> | <p>Request for bollards. Large vehicles mount the footway to pass oncoming traffic. south of the entrance to Anthony Close, agreed by Sherston PC. PC contribution up to £1k agreed. Design and implementation to be progressed.</p> <p><b>03/10/23</b><br/>                 Works package for bollard reissued to Milestone. It is understood that shortly following the meeting, the bollard has been installed.</p>                                     | <p><b>16/01/24</b><br/>                 Works complete.<br/><br/>                 Agreed issue to be CLOSED.</p> | <b>1.</b> |  |

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| <b>7-21-2</b><br>Ashton Keynes – Old Manor Farm, North End, SN6 6QR<br>Road safety issue<br>Submitted 1/1/2021 | <b>26/04/22</b><br>Issues associated with the Thames Path to be prioritised.<br><br><b>03/10/23</b><br>Signing and Road markings completed.<br><br>Complaint received from resident of Church Farm, Ashton Keynes and request to remove sign. The PC continue to support the installation of the sign and understand that there is no other location available. Final confirmation following the PC meeting on the 15 <sup>th</sup> October.  | <b>16/01/24</b><br>Works complete.<br><br>Agreed issue to be CLOSED.                                     | <b>1.</b> |  |  |
| <b>7-22-9</b><br>Brinkworth – Bridleway 50   | Request for £1500 funding to improve part of the bridleway.<br><b>25/10/22</b><br>Lay scalplings. Stephen Leonard (Wiltshire Council Rights of Way) to be involved. 30% PC contribution agreed.<br>Raise to <b>Priority 1</b><br><b>4/04/23</b><br>Stephen Leonard and PC to discuss whether scalplings or recycled material to be used. To be implemented if possible.<br><b>27/06/23</b><br>Due to difficulties with land owner the PC have requested transfer of priority to Bridleway 52 which was agreed.<br><b>03/10/23</b> | <b>16/01/24</b><br>Works complete.<br>Invoice process to be completed.<br><br>Agreed issue to be CLOSED. | <b>1.</b> |  |  |

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|   |  | Improvements to Bridleway 52 complete. Invoice process to be completed.                                  |           |  |  |
| <b>7-23-14</b><br>Brinkworth – Bridleway BRIN52 | Request for repairs<br><b>03/10/23</b><br>BRIN52 undertaken. Request for funding allocation of £1000 for BRIN50 agreed and <b>prioritised</b>  | <b>16/01/24</b><br>Works Complete.<br>Invoice process to be completed.<br><br>Agreed issue to be CLOSED. | <b>1.</b> |  |  |
| <b>7-22-14</b><br>Malmesbury – Market Lane      | Request to remove 'No Entry' sign at Oxford St and bollards installed to enable Market Lane to be pedestrianised.<br><b>4/04/23</b><br>The current orders allow egress from Cross Hayes car park to Oxford St. Consideration of bollards at entrance to Oxford St with a removable one included, as at entrance from car park.<br>To be raised to <b>Priority 1</b><br><b>27/06/23</b><br>It may only be necessary to install one bollard (removable) due to the location of the water pump. Underground utilities are being investigated to confirm a suitable location is possible. Cost approx. £1500 for this option.<br><b>03/10/23</b><br>Utility locations being established. Bollard to be obtained so that when trial excavation is undertaken, bollard can be installed at the same time where utility locations allow it to be possible.<br><br>30% cost approved by Malmesbury TC. | <b>16/01/24</b><br>With Milestone for implementation.  | <b>1.</b> |  |  |

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|  |  |   |  |  |                  |
|  | <p><b>7-22-17</b><br/>Corston, A429 near Southside Close</p> | <p>Request for formal crossing<br/> <b>24/01/23</b><br/>           Site meeting required SH, ET<br/> <b>4/04/23</b><br/>           Site meeting undertaken.<br/>           Consideration to warning signs and SLOW markings.<br/>           MS/ RB to pursue diversion of school bus into Southside Close.<br/>           To be raised to <b>Priority 1</b><br/> <b>27/06/23</b><br/>           Design for warning signs and slow markings undertaken. Cost estimate around £1600.<br/>           To be approved by PC and then can be implemented.<br/> <b>03/10/23</b><br/>           Approved by PC. With Milestone to be implemented.</p> | <p><b>16/01/24</b><br/>Complete.<br/><br/>Agreed Issue to be CLOSED.</p>                                 |  | <p><b>1.</b></p> |
|  | <p><b>7-23-05</b><br/>Charlton – B4040/ Tetbury Lane</p>     | <p>Request for measures to reduce speed.<br/> <b>4/04/23</b><br/>           Generally non injury collisions taking place at night where vehicles are speeding coming from the east.<br/>           Consider possible improvements to help with awareness of the bend.<br/>           To be raised to <b>Priority 1</b><br/> <b>27/06/23</b><br/>           Package of measures being investigated. Clearly, existing signs show effort has been made previously to address this issue.<br/><br/>           Proposals are: enhanced slow markings, repositioning of some signs and possibly a double bend warning sign</p>                     | <p><b>16/01/24</b><br/>With Milestone for implementation.<br/><br/>Target completion end of January.</p> |  | <p><b>1.</b></p> |

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|  |  | <p>which may be a more realistic representation. To be shared when finalised.</p> <p>Discussion regarding interactive signs.</p> <p><b>Note</b> following meeting. Our practice is that interactive signs are only considered where there is a significant collision history record ie injury collisions.</p> <p><b>03/10/23</b><br/>Package of measures submitted to PC. Currently under discussion.<br/>PC confirm approval to implement. 30% contribution agreed.<br/>Implementation to be progressed.</p>   |  |  |                  |
|  | <p><b>7-23-07</b><br/>Easton Grey, road bridge across River Avon</p> | <p>Damage generally understood to be caused by HGV's and vehicles driving too fast on approach.<br/>Request to consider options to prevent HGV's crossing eg 7.5t weight limit, unsuitable for HGV's signing, speed limit assessment.</p> <p><b>27/06/23</b><br/>To be raised to <b>Priority 1</b><br/>Investigate options to reduce HGV access over the bridge.</p> <p><b>03/10/23</b><br/>Discussion with Structures team indicates that latest bridge collision is from a vehicle travelling N o S.<br/>Damage to the bridge has been caused in the past by a variety of vehicles and not just HGV's. Improving the carriageway immediately in advance of the bridge</p> | <p><b>16/01/24</b><br/>Cost estimate for widening and improvement to carriageway on approach to bridge from the south being prepared. Likely to be around £20k. The group understood that Easton Grey PC would be unable to contribute the full 30%.</p> <p>The PC requested that the carriageway surface should not be raised during the improvement and that an email would be sent to SH for clarification.</p> |  | <p><b>1.</b></p> |

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|   |  | <p>travelling S to N may help. Possible temporary CCTV monitoring vehicles at the bridge could help provide reason for collisions.</p> <p>Request to give further consideration to improving/ widening the carriageway on the approach to the bridge from the south and to consider a bollard installation.</p> |           |  |  |
| <b>7-22-16</b><br>Grittenham                | <p>Request for location signing<br/><b>24/01/23</b><br/>PC to approve. Estimate for total scheme cost of up to £1000.<br/><b>27/06/23</b><br/>Brinkworth PC (Martin Evans) have approved 30% contribution.<br/><b>To be raised to Priority 1</b><br/>SH to liaise with Martin Evans over details if necessary.<br/><b>03/10/23</b><br/>Requested locations for signs do not clarify location of a community. Further discussions required.</p> <p>TEAMS discussion required. SH, ET, Martin Evans.</p> | <b>16/01/24</b><br>Discussion required. SH/ ET.   | <b>1.</b> |  |  |
| <b>7-22-2</b><br>Sherston – approach speeds | <p>20mph assessments, gateways, loading bay outside Coop.<br/>PC to discuss village gate locations and details with Becky Chivers.<br/><b>25/10/22</b><br/>Site meeting to be undertaken – Becky Chivers/ Martin Smith</p>   | <b>16/01/24</b><br>20mph assessment being undertaken.<br>Additional metrocount data requested.  | <b>1.</b> |  |  |

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|               |  | <p><b>24/01/23</b><br/>Gate installations being progressed.<br/>BC/ MS</p> <p><b>4/04/23</b><br/>PC have ordered traffic surveys and gates.</p> <p><b>27/06/23</b><br/>Gates ordered and with Milestone for installation. Traffic surveys have been undertaken. Meeting required to discuss the way forward. SH/MS/ET</p> <p><b>03/10/23</b><br/>Traffic surveys have been undertaken. Meeting undertaken. SH/MS/ET<br/>20mph assessment <b>prioritised</b>. Cost £2900. PC contribution 30%.</p>   |  |           |  |
| <b>7-22-8</b> | Lea and Cleverton PC - The Spinney access to B4042 | <p>Request to move 30mph sign further out towards Lea.</p> <p><b>25/10/22</b><br/>It is not appropriate to change position of 30/40mph limits at this location. Separate non-LHFIG visibility issue with substation position. Scheduled improvement to signing and lining at LEA Top should influence vehicle speeds here.</p> <p><b>24/01/23</b><br/>Teams discussion undertaken. Suggest Traffic survey (metrocount) to check speeds for vehicles travelling east down the hill from Malmesbury and then possible SID.</p> <p><b>4/04/23</b><br/>Metrocount requested.</p> <p><b>27/06/23</b></p> | <p><b>16/01/24</b><br/>Order for review submitted to Atkins.</p> <p>Proposed completion end of Feb.</p> <p>PC will email their concerns which SH will forward to Atkins for consideration when undertaking the review.</p> | <b>1.</b> |  |



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|   |  | Traffic Survey Batch 46 to be commenced in September.<br><b>03/10/23</b><br>Speed limit assessment for B4042 <b>prioritised</b> refer to 7-23-15  |   |           |  |
| <b>7-23-15</b><br>B4042 – vehicle speeding          |  | Request for speed limit review<br><b>03/10/23</b><br>Speed limit review for B4042. <b>prioritised</b>   | <b>16/01/24</b><br>Order for review submitted to Atkins.  | <b>1.</b> |  |
| <b>7-23-19</b><br>Malmesbury – B4042                |  | Concern about speeding from the Priory Rbt to Cowbridge.<br><b>03/10/23</b><br>Speed limit review for B4042. <b>Prioritised</b>   | <b>16/01/24</b><br>Order for review submitted to Atkins.  | <b>1.</b> |  |
| <b>7-23-01</b><br>Malmesbury, Cross Hayes car park. |  | Request for disabled parking space to be allocated adjacent to ‘Imperial Hearing’<br><b>24/01/23</b><br>GG to investigate two existing disabled bays nearby and discuss with ‘Imperial Hearing’.<br><b>4/04/23</b><br>GG has discussed with owner who it is understood may be leaving the existing location.<br><b>27/06/23</b><br>GG considered it would be useful to have a second disabled bay in the car park.<br><br>ET to take photo of disabled bay activated during Covid lockdown but now removed, for clarification.<br><br><b>03/10/23</b><br>Site meeting undertaken SH/ET.<br>Any existing bay selected to be converted to a disabled bay would require a traffic order. | <b>16/01/24</b><br>Map based traffic orders show that one bay in the car park can be reinstated as ‘disabled’ without an order.<br><br>BC to include on list of road marking schemes. | <b>1.</b> |  |

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|           |  | Conversion of one parking space to a disabled bay <b>prioritised.</b>  |  |           |  |
|           | <b>7-23-12</b><br>Malmesbury, Sir Bernard Lovell Rd  | Request for 'No waiting at any time'<br><b>27/06/23</b><br>Site visit required SH, ET.<br><b>03/10/23</b><br>Site visit undertaken SH/ ET.<br>'No waiting at any time' can be included subject to confirmation of 30% contribution from PC   | <b>16/01/24</b><br>Cost estimate including traffic order process is £3k. Confirmation from PC to progress, received. | <b>1.</b> |  |
| <b>5.</b> | <b>Other Priority issues</b>                         |  |  |           |  |
| a)        | <b>7-22-15</b><br>B4042 Brinkworth – Footway Phase 2 | Continuation of footway following completion of Phase 1 in May 2022.<br><b>24/01/23</b><br>Site visit to be undertaken<br><b>4/04/23</b><br>Site meeting undertaken.<br>Phase 2 to be broken into shorter sections. PC to discuss and gain support for hedge removal at the eastern end with landowners. Drainage issues to be resolved. Response from Danny Everett that ditches are not to be piped.<br><b>27/06/23</b><br>Possible hedge cutting organised by the Area Office when conditions allow.<br><b>03/10/23</b><br>ET discussion with Area Engineer required. | <b>16/01/24</b><br>ET/ BC to discuss verge improvements on site.   |           |  |
| b)        | <b>7-23-04</b>                                       | Request to install camera at the pedestrian crossing.<br><b>4/04/23</b>  | <b>16/01/24</b>  |           |  |

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|    | Malmesbury, pedestrian crossing at bottom of Tetbury Hill.            | <p>This is not something that Highways would undertake. Malmesbury TC to consider as part of their town centre CCTV project.<br/> <b>27/06/23</b><br/>           CCTV not an option at this location as part of the town centre proposals.<br/>           Site vi<b>03/10/23</b><br/>           Site meeting undertaken SH/ET.</p> <p>Some tree cutting required to be undertaken by the Area Office to enable school warning signs to be visible.</p> <p>GG/ Phil Exton to discuss with Co-op.sit required SH, ET.<br/> <b>03/10/23</b><br/>           Site meeting undertaken SH/ET.<br/>           Some tree cutting required to be undertaken by the Area Office to enable school warning signs to be visible.<br/>           GG/ Phil Exton to discuss with Co-op.</p> | Some tree trimming has been undertaken. GG/ Phil Exton to discuss with Co-op.                   |  |  |
| c) | <b>7-23-13</b><br>Brinkworth – road markings                          | <p>Request to refresh 30mph roundels<br/> <b>03/10/23</b><br/>           To be included on maintenance list and undertaken by the Area Office.</p>  | <p><b>16/01/24</b><br/>           Included on maintenance list.</p> <p>Agreed to be CLOSED.</p> |  |  |
| d) | <b>7-23-16</b><br>Malmesbury – Riverwalk<br>bridleway sign amendments | <p>Request to remove pole and bridleway sign. Dog fouling sign to be retained and resited under Riverwalk sign after permission obtained from Maltings Management Co. who own the wall.<br/> <b>03/10/23</b><br/>           GG/ Phil Exton to review and gain permission from Management Co if necessary.</p>   | <p><b>16/01/24</b><br/>           Not discussed.</p>  |  |  |

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| e)        | <b>7-23-18</b><br>A429 nr Kemble  | Request for speed reduction/ camera from No 1 Pat-Yat. Poor visibility when turning onto A429.<br><b>03/10/23</b><br>Parish Council will have to request hedge cutting to address visibility concern. Speed limit reduction is not appropriate at this location. | <b>16/01/24</b><br>Hedges to be trimmed by Parish Steward or landowners. Chuck Berry to discuss with PC.  |  |  |
| f)        | <b>7-23-20</b><br>Malmesbury- A429 south from Priory Rbt                            | Concern about non compliance of 30mph limit.<br><b>03/10/23</b><br>PC to consider SID/ community speed watch/ police enforcement.  | <b>16/01/24</b><br>BC to request maintenance of beacons due to visibility concern for the zebra crossing to the south of the Priory roundabout.<br>Request to consider illuminated posts. |  |  |
| <b>6.</b> | <b>New Issues submitted since previous meeting</b>                                  |  |   |  |  |
|           | <b>7-23-22</b><br>B4040 Malmesbury to Sherston                                      | Request for 1. Cycle path/ lane. 2. Improvement to Fosseway By-way   | <b>16/01/24</b><br>Consideration on the use of scalplings to improve the surface of the Fosseway.   |  |  |
|           | <b>7-23-23</b><br>Malmesbury, Bridge between Park Road Industrial estate and Co op. | Request for solar powered lighting.  | <b>16/01/24</b><br>This is not on Highway maintained land.<br><br>To be CLOSED.   |  |  |
|           | <b>7-23-24</b><br>Charlton, B4040 – Addition to 7-23-05                             | Request for yellow backing to 30mph signs. White Gates but not at 30mph limit.   | <b>16/01/24</b><br>Site meeting required.<br>SH/ ET/ Michael Bromley-Gardner  |  |  |
|           | <b>7-23-25</b><br>Crudwell, Tetbury Lane.   | Request for upgraded passing places and works to fill potholes.  | <b>16/01/24</b><br>To be clarified. SH to send issue to ET/ BC.   |  |  |
|           | <b>7-23-26</b><br>Lea, Corner of The Street and Crabmill Lane.                      | Request for reflective marker posts or similar to warn of bend.  | <b>16/01/24</b><br>SH to set up TEAMS meeting. Include ET/ Chris Pope.  |  |  |

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|           | <b>7-23-27</b><br>Malmesbury, Baskerville – barrier.   | Works to create width adjacent to the barrier for disabled access.   | <b>16/01/24</b><br>SH to set up TEAMS meeting. Include ET/ GG/ Phil Exton.   |  |  |
|           | <b>7-23-29</b><br>Malmesbury, Baskerville – No waiting at any time.  | Request to investigate No Waiting at any time at the end of Baskerville and adjacent access road off the A429. | <b>16/01/24</b><br>SH to set up TEAMS meeting. Include ET/ GG/ Phil Exton.   |  |  |
|           | <b>7-23-30</b><br>Hankerton - speed issues   | Signs / road markings to assist with speed reduction.  | <b>16/01/24</b><br>Advice requested on signs/ roadmarkings solution.   |  |  |
|           | <b>7-23-31</b><br>Little Somerford, Field View   | Request to consider footway and reduce speed limit to 30mph.   | <b>16/01/24</b><br>Consider signing, moving location of village sign.  |  |  |
|           | <b>7-23-32</b><br>Little Somerford, junction of Mill Lane and The Street.  | Request to improve visibility.   | <b>16/01/24</b><br>Review signing on approach to railway bridge from the south.  |  |  |
|           | <b>7-23-34</b><br>Malmesbury, Cross Hayes car park   | Request for barrier opposite bus stop to ensure vehicles use correct car park exit.                            | <b>16/01/24</b><br>Include discussion in TEAMS meeting. SH/ET/GG/Phil Exton. Maintenance required to straighten post for 'No Entry' sign BC. |  |  |
|           | <b>7-23-35</b><br>Malmesbury, Betty Geyser steps linking Abbey Row with Burnivale.   | Request for handrail.  | <b>16/01/24</b><br>The steps are not within the highways maintenance area.   |  |  |
| <b>7.</b> | <b>Other items -</b>   |  |  |  |  |
|           | 1. Reminder that all Highways Improvement Requests should be sent to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a> otherwise they may get overlooked. The link to raise an issue is here <a href="#">Local Highway and Footway Improvement Groups - Wiltshire Council</a> |  |  |  |  |

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|           | <p>2. Malmesbury TC substantive bid for improvement to some existing town centre lighting columns to enable CCTV installation has now been approved.</p> <p>3. Schemes that are greater than the cost of the LHFIG budget can be assessed for possible submission as Substantive Schemes once agreed through the LHFIG.</p>  |
| <b>8.</b> | <p><b>Agreement of Priority 1 schemes</b> Note: Issues which are 'Greyed out' indicate approved schemes which are progressing towards implementation. Schemes Highlighted in <b>yellow</b> require Area Board approval)</p>  |
|           | <p>1. 7-22-14 Malmesbury Market Lane - installation of bollards to be considered in relation to existing traffic orders</p> <p>2. 7-23-05 Charlton, B4040/ Tetbury Lane – consideration of measures to reduce speeding.</p> <p>3. 7-22-16 Grittenham, location signing.</p> <p>4. 7-23-07 Easton Grey, road bridge – investigate options to reduce HGV access protect bridge.</p> <p>5. 7-22-02 Sherston – 20mph limit assessment.</p> <p>6. 7-23-01 Malmesbury, Cross Hayes car park - conversion of parking space to disabled bay.</p> <p><b>7. 7-23-12 Malmesbury, Sir Bernard Lovell Road – No waiting at any time.</b></p> <p>8. 7-23-15 B4042 – Speed limit review</p> |
| <b>9.</b> | <p><b>Date of Next Meeting:</b></p>  |
|           | <p><b>To be agreed</b></p>   |

**Malmesbury Local Highway and Footway Improvement Group**

**Highways Officer – Steve Hind**

**1. Environmental & Community Implications**

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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 Malmesbury Area Board.

2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Malmesbury Area Board will have a remaining Highways funding balance of £31079.41.

### **3. Legal Implications**

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

### **4. HR Implications**

4.1. There are no specific HR implications related to this report.

### **5. Equality and Inclusion Implications**

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

### **6. Safeguarding implications**

6.1 There are no specific safeguarding implications related to this report.

