

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Melksham CATG - Date of meeting: 21st June 2018			
1.	Attendees and apologies			
	Present:	Mark Stansby, Cllr Roy While, Cllr Jonathon Seed, Cllr Phil Alford, Cllr Jon Hubbard, Cllr Pat Aves, Ian Pendlebury (Bulkington), Richard Clark (Atworth), Sue Bond (Seend), Colin Wade (Semington), Alan Baines (Melksham Without), Andy Cadwallader, Malcom Jones (Steeple Ashton), Rhys Schell, Juliette Goodwin (Keevil)		
	Apologies:	Mary Jarvis, Julian Robertson, Ron Robinson, Clare Harris, Brian Warwick		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 11 th April 2018.	CATG to note.	
3.	Financial Position			
		The current balance on 2017/18 account, less commitments and schemes carried forward stands at £15,051.85 (see Appendix 1). Current working balance, including the 2018/19 allowance is £8,867.31 (see Appendix 2).	Area Board to note.	Roy

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4.	Top 5 Priority Schemes			
a)	4789 – A361 Semington Roundabout – uncontrolled pedestrian crossing facility	<p>Construction has been completed and an invoice sent to the Parish.</p> <p>The scheme came in over budget, mainly due to adverse weather, but the additional cost will be met centrally.</p>	To recommend to the Area Board that this issue is closed.	Rhys
b)	4966 – Seend High Street - crossing facility at Church Walk	<p>Work delayed by independent operations by Wessex Water which had over-run.</p> <p>Work should now commence on 2nd July.</p>	<p>Highways to implement</p> <p>Mark to check potential work conflict with A365.</p>	<p>Mark</p> <p>Mark</p>
c)	5726 – A361 Seend Bell crossroads – request for a review of the junction in the interest of road safety.	<p>Financial arrangements now all agreed.</p> <p>The engineer has requested a topo survey and we are waiting on the results.</p>	Area Board to note	
d)	4960 – Broughton Gifford – Traffic Management at Bishop's Seat	<p>Highways working on detail design to provide the following measures:</p> <ul style="list-style-type: none"> • To restrict parking on both sides of the road outside Bishop's Seat (yellow lines) • To extend the speed limit a short distance on East Lane (from Holt direction). • Relocate Children / School warning sign on approach from Holt direction. • To restrict parking at the entrance to Newleaze Park 	Area Board to note	

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e)	4975 – Steeple Ashton – request for drop kerbs	Site work has been completed and we are awaiting the final account.	Area Board to note	
5.	Other Priority schemes			
a)	5131 – Melksham Church St Car Park – request for 2 sets of drop kerbs	<p>Construction complete.</p> <p>The project has come in slightly above budget at £2,623.80 against an estimate of £2,500.00. The work had to be switched to an evening slot which resulted in a slight uplift.</p>	Town Council and CATG agree to the additional cost.	Mark
b)	5132 – Melksham King St Car Park – request for 1 set of drop kerbs	<p>Cost of basic scheme is £750, however, an issue has been raised over the pavement. Town Council have agreed a £300 contribution. Potential re-surfacing job would be approximately £6,500.</p> <p>The Town Council are unwilling to contribute towards the larger scheme which they consider to be a maintenance issue.</p>	<p>Mark to provide detail of the boundary to Jon Hubbard.</p> <p>To recommend that this issue is closed.</p>	<p>Mark</p> <p>Rhys</p>
c)	5256 – Broughton Gifford – request for No through road sign at Newleaze Park	Financial arrangements all agreed and an invoice has been issued.	To recommend to the Area Board that this issue is closed	Rhys
d)	5326 – Melksham Beanacre Road opposite Nortree Garage – replacement Bus Shelter	Following advice from Graham Ellis of Transwilts Rail Partnership, Melksham Town Council have decided to defer any bus shelter improvement projects until more information is available on proposed changes to bus services in the area.	To recommend to the Area Board that this issue is closed	Rhys
e)	5327 – Melksham Beanacre Road opposite McDonalds – replacement Bus Shelter	See note on Issue 5326.	To recommend to the Area Board that this issue is closed	Rhys

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f)	5328 – Melksham New Broughton Road entrance to Avonside Business Park – replacement Bus Shelter	See note on Issue 5326.	To recommend to the Area Board that this issue is closed	Rhys
g)	5381 – Whitley Top Lane – request to improve Bus Stop Hard Standing	<p>Results of trial holes showed a BT cable where the proposed kerb was due to be constructed. The design has been modified slightly to overcome this without adding any costs (The kerb will be slightly higher).</p> <p>A Construction pack has been issued to the Contractor and work is due to commence on 9th July under a road closure lasting no more than 5 days.</p>	Area Board to note	
h)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	<p>A draft report will be circulated at the meeting for consideration.</p> <p>Recommendation from the report is to proceed with the scheme. Very rough figure is £13,000 - £15,000.</p>	<p>Town Council is to consider the report and advise further.</p> <p>Proposal for this project comes to the Area Board in September.</p>	Town Council
i)	5040 – Melksham Woodrow Road – request to extend 30 mph limit	<p>Work has been completed under budget at a cost of £703.69 against an estimate of £750.</p> <p>Revised level of contributions to be discussed at CATG.</p>	Costs to be redistributed as approved	Mark
j)	5718 – A365 Nr Mallory Place – request for Bowerhill name plate.	<p>An order has been placed with the contractor.</p> <p>The sign is likely to be installed by mid-July.</p>	Area Board to note	
k)	5750 – Atworth Bradford Road junction with Bath Road – request for safe crossing point	A site meeting is to be arranged with Atworth Parish Council.	Contact Phil to arrange	Mark

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l)	5824 – Atworth Bradford Road junction with Coronation Road – request for new Children warning sign	An order has been placed with the contractor. The sign is likely to be installed by mid-July.	Area Board to note	
m)	6087 – Atworth – request for direction signs to Churchfields School	Issue submitted by the school – supported by the Parish Council. A briefing note will be circulated at the meeting for consideration.	Briefing note to be circulated to the school for comment.	Mark
n)	6167 – Bowerhill Wellington Drive – request for No through road sign	An order has been placed with the contractor. The sign is likely to be installed by mid-July.	Area Board to note	
6.	New Requests / Issues (issues can be viewed in full from Area Board section on Wiltshire Website)			
a)	5284 – Melksham Hazelwood Road – Speeding	Results from Metro count are as follows: Current Speed limit = 30 mph 85 th Percentile = 25.1 mph Average = 20.7 mph No further action is to be taken.	To recommend to the Area Board that this issue is closed	Rhys
b)	5682 – A365 Melksham Bath Road – Access from Blenheim House to town facilities	Pat Aves to speak with Blenheim House and Chris Pickett.	To recommend to the Area Board that this issue is closed	Rhys
c)	6048 – Melksham Forest Area – request for Bus Shelter at Church Lane Chapel Stop	Following advice from Graham Ellis of Transwilt Rail Partnership, Melksham Town Council have decided to defer any bus shelter improvement projects until more information is available on proposed changes to bus services in the area.	Area Board to note	

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d)	6055 – Broughton Gifford – request for Gateway features at the 3 entrances to the village.	The Parish wish to have dry stone wall features at the entry points to the village. Highways awaiting information from the Parish Council on what they would like to be provided.	Area Board to note	
e)	6089 – Keevil – request for road markings to indicate parking areas for School Buses	Parish Council no longer support this request.	To recommend to the Area Board that this issue is closed	Rhys
f)	6166 – Sandridge Lane – request for road safety signs	Issue submitted by the Parish Council and supported by Cllr Alford. A briefing note will be circulated at the meeting for consideration.	To recommend to the Area Board that this be moved to the priority list and funding of £80 (without a contribution) be allocated for a new sign.	Mark
g)	6170 – Melksham Forest Road / Awdry Avenue – request for verge protection measures	Issue submitted by the Town Council A briefing note will be circulated at the meeting for consideration. Would require the installation of 7 bollards to reduce the issue at a guide cost of £1,800.	Double lining to be installed by land drainage. Area Board to note	Andy
h)	6173 – Atworth C220 Purlpit – speeding traffic	Issue submitted by the Parish Council Awaiting results from metro count.		
i)	6236 – Steeple Ashton – request for Footpath Direction sign to Luffenham.	New Issue submitted by Friends of Steeple Ashton supported by the Parish Council. For discussion at CATG	Move ahead with scheme, but remove from CATG list. To recommend that this issue is closed	Rhys

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j)	6284 – Norrington Common – speeding concerns	New Issue supported by Broughton Gifford Parish Council Metrocount has been ordered – awaiting results		
k)	6323 – Berryfield Semington Road – request for Upright priority signs at build outs	New Issue submitted by the Parish Council For discussion at CATG.	Andy to inspect the lines to see if they meet the intervention levels and report back.	Andy
l)	6326 – nr Bulkington – road safety at narrow bridge	New Issue submitted by the Parish Council For discussion at CATG	Mark to install new warning signs to be funded through central highways	Mark
m)	6386 – C20 Seend to Worton nr Bulkington junction – speeding concerns	New Issue submitted by the Parish Council The CATG commissioned a speed limit review of the C20 in 2012 / 13. A summary of the results is shown as Appendix 3. For discussion at CATG.	Some initial investigation work to be completed by Mark.	Mark
7.	Other items			
a)	Melksham - Shurnhold and Dunch Lane	Highways to produce a report on the proposals including the comments that have been received from the town and parish. The report will be drafted during this financial year.	For discussion at the October meeting.	Highways

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b)	Pavement and Footway Improvement Scheme	<p>Melksham has been allocated £7,934.83 of revenue money for this purpose.</p> <p>The Area Board have approved two sites for treatment following prioritisation of requests by Andy Cadwallader:</p> <ul style="list-style-type: none"> • Broughton Gifford The Street - £4,775.40 • Whitley, Corsham Road - £1,449.00 <p>Update from Andy: all been completed.</p>	<p>Area Board to note</p> <p>Andy to investigate whether the unspent footways funding is still available.</p>	Andy
<p>8. Date of Next Meeting: 18th October 2018, 16:00, Venue</p>				

Melksham Community Area Transport Group

Highways Officer – Mark Stansby

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 Melksham Area Board.

3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£9,263.37**

4. Legal Implications

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

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5. HR Implications

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

6. Equality and Inclusion Implications

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

7. Safeguarding implications

8. Recommendations to the Melksham Area Board

8.1 That the following issues are closed: 4789, 5132, 5256, 5326, 5327, 5328, 5284, 6089, 5682, 6236.

8.2 That Issue 6166 be moved to the Priority List and that £80.00 be allocated for this work.