

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

| | Item | Update | Actions and recommendations | Who |
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| | Melksham CATG - Date of meeting: 16th December 2019 | | | |
| 1. | Attendees and apologies | | | |
| | Present: | Cllr Jon Hubbard (Chairman), Cllr Jonathon Seed, Cllr Pat Aves, Peter Dunford – Melksham Area Board Mark Stansby, Andy Cadwallader - Wiltshire Highways Linda Roberts, Adrienne Westbook – Melksham Town Council Alan Baines – Melksham Without Parish Council Colin Wade – Semington Parish Council Sue Bond, John Williams – Seend Parish Council Richard Clark – Atworth Parish Council M Shears – Steeple Ashton Parish Council G Steven - Keevil Parish Council | | |
| | Apologies: | Cllr Phil Alford, Spencer Drinkwater It was announced that former councillor and Chairman of the CATG, Roy While, had sadly passed away. Thanks were given and a minute silence held to remember his excellent contribution to the local community. | | |
| 2. | Notes of last meeting | | | |
| | | The minutes of the previous CATG meeting held were agreed at the Melksham Area Board meeting on the 13 th November 2019, passing all recommendations. | CATG to note. | Jon |
| 3. | Financial Position | | | |

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| | | The current balance, less previous commitments, stands at £5,174.50 (see Appendix 1). | Area Board to note. | Jon |
| 4. | Top 5 Priority Schemes | | | |
| a) | 4966 – Seend High Street - crossing facility Phase 2 – request for coloured surfacing and / or bollards to highlight the crossing point | Work complete – awaiting final account. | Area Board to note | Jon |
| b) | 4960 – Broughton Gifford – Traffic Management at Bishop’s Seat | All work complete and final account settled at £4,868.90. This project has been funded entirely by a Section 106 contribution. | To recommend to the Area Board that this Issue be closed. | Jon |
| c) | Issue 3340 Melksham Coronation Road area – request for 20 mph limit | Work substantially complete – Highways chasing completion of carriageway roundels. | Area Board to note | Jon |
| d) | 6055 – Broughton Gifford - Gateways and Traffic Management measures. | Project to be funded on a 50/50 basis with Parish Council. Design work ongoing and proposals will be issued to the Parish Council ahead of the next CATG meeting in March. | | |
| e) | 6574 – Broughton Gifford, Mill Lane – request for measures to control freight movement | All work complete and final account settled at £2,786.72, an underpend of £513.28. Savings to be shared between CATG and Parish on a 2/3 to 1/3 basis. | Area Board to note Highways to issue invoice | Jon Mark |
| 5. | Other Priority schemes | | | |

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| a) | 6914 - A350 Beanacre – request for ground socket to assist SID deployment | Project deferred at request of Parish Council as SID not currently operational. Parish Council sourcing new SID unit. Scheme to remain on hold. | Area Board to note | Jon |
| b) | 6927 Steeple Ashton. Acreshort Lane – request for Playground warning signs | All work complete and final account settled at £153.56, an underpend of £146.44. CATG agreed to cover the cost of this project. | To recommend to the Area Board that this Issue be closed. | Jon |
| c) | 6048 – Melksham Lowbourne Rd and Church Lane – request for Bus Shelters | This project is to be funded in full by the Town Council. Highways and Town Council have agreed design details. | Highways to undertake installation | Mark |
| d) | 6697 – Atworth Mead Park – request to extend the double yellow lines (plus other locations) | This project is to be funded in full by the Parish Council. Proposals with Parish Council for approval ahead of public consultation. | Area Board to note Parish to consider proposals | Jon Parish Council |
| e) | 6932 Steeple Ashton – request for dropped kerbs at Holmeleaze and Newleaze. | Work complete – awaiting final account. | Area Board to note | Jon |
| f) | 7176 Redstocks – request for village nameplate and single track road sign. | This project is to be funded in full by the Parish Council. All work complete and final account settled at £382.06. | Area Board to note Highways to issue invoice | Jon Mark. |
| g) | 7080 Melksham Bath Road / Bell Court – request for sign to deter HGVs entering / turning | Resident’s car hit by turning lorry at Bell Court New sign is on order – installation anticipated in February. | Area Board to note | Jon |

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| h) | Issue 9-19-3 – Melksham Snarlton Lane – request for “No access to Snarlton Farm” sign | New sign is on order – installation anticipated in February. | Area Board to note | Jon |
| i) | Issue 9-19-5 – Seend High Street – request for pedestrian crossing sign on eastern side of “new” crossing point | Highways recommend a sign for eastbound traffic on western side of crossing. New sign is on order – installation anticipated in February. | Area Board to note | Jon |
| 6. | Requests / Issues | | | |
| a) | 6988 Melksham Union Street – road safety concerns, link with Issue 9-19-1 | Highways have preped a briefing note to assist the Town Council with their consultation with residents and businesses, see Appendix 2. | Town Council to undertake consultation in due course. To recommend to the Area Board that this issue be closed. | Town Council Jon |
| b) | 7049 A365 Redstocks – request for Junction Improvements | The Parish Council has considered the briefing note prepared by Highways and no longer wish to pursue this matter. | To recommend to the Area Board that this Issue be closed. | Jon |
| c) | Issue 9-19-2 – Melksham Snarlton Lane – Request for safety features at crossing point | Highways were requested to produce a ball park estimate for a children warning sign and coloured high friction surface. A warning sign can be provided ata cost in the region of £200. The sign can warn of Children going to / from a school or advise of pedestrians crossing. The HFS (buff) would cost in the region of £1500, which includes for out of hours working during quiet traffic periods. | To recommend to the Area Board that this Issue be moved to the Priority List and a sum of £200 be allocated for a new sign. Highways to look at visibility issues caused by overgrown hedgerow. | Jon Mark & Andy |

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| d) | Issue 9-19-4 – Melksham Bath Road / Union Street – request for bollards to prevent vehicles crossing the footway | Highways suggested 4 to 5 bollards for this purpose at a ball park cost of around £1,500. The Town Council are to consider the provision of planters as an alternative. Town Council to pursue the provision of planters. | To recommend to the Area Board that this Issue be closed. | Jon |
| e) | Issue 9-19-6 – Seend Parish – request for Gateway features (white gates) at Seend Cleeve, Sells Green, Bell Hill, Seend village (A361) | Typical cost to supply and install a pair of gates at a single location starts at approximately £1600. PC to contact Mark to arrange a site visit to look at each site. | Site visit to be arranged | Parish Council |
| f) | Issue 9-19-7 – Request for a Speed Limit Review on Bolland Hill to A365 | Speed limit reviews are undertaken over an entire route to ensure consistency and are charged at £2,500. The C20, from A365 to B3098 at Market Lavington was last reviewed in 2012/13. PC wish to undertake a traffic survey to determine current traffic speed but advice needed from Highways. | Site visit to be arranged | Parish Council |
| g) | Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter | Request for a Bus Shelter near Kingfisher Drive for southbound travel. Highways gave a ball park estimate of £6,000 to include possible ground works. Parish Council wish to proceed with this and have offered a 1/3 contribution. | Highways to produce ball park estimate to cover ground works | Mark |
| h) | Issue 9-19-10 – Beanacre Westlands Lane rail bridge – Request for warning signs of road narrowing for westbound vehicles | Highways have suggested the provision of pedestrians in road signs at a cost in the region of £500. The Parish Council wish to proceed with this at full cost to the CATG. | To recommend to the Area Board that this Issue be moved to the Priority List and a sum of £500 be allocated for new signs. | Jon |
| i) | Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates | Highways advised that siting signs and gates on this approach would be difficult as there is a requirement to retain 2.4m head clearance above the shared-use footway. | Area Board to note | Jon |

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| | | Parish Council to liaise with Dick Lovett who has purchased the site adjoining the path. | | |
| j) | Issue 9-19-12 – Seend Bell Hill – concerns that drivers are failing to give-way at crossroads | New issue submitted by Seend Parish Council Issue relates to northbound vehicles. To be considered at a site meeting. | Site visit to be arranged | Parish Council |
| k) | Issue 9-19-13 – Melksham Old Broughton Road – request for drop kerbs at junction with The City | New issue submitted by Melksham Town Council A ball-park figure to provide a pair of drop kerbs is around £1,500. Town Council have offered a 1/3 contribution. | To recommend to the Area Board that this Issue be moved to the Priority List and a sum of £1000 be allocated. | Jon |
| l) | Issue 9-19-14 – Atworth – request for Parish Boundary signs | New issue submitted by Atworth Parish Council The merits of signing Parish boundaries was discussed. Parish to consider this and report back. | Parish Council to consider | Parish Council. |
| m) | Issue 9-19-15 – Semington North side of Canal Bridge – parking issues | New issue submitted by Melksham Without Parish Council The Parish has received 3 letters from residents outlining the difficulties they face here. Parish informed the group they they wuill pursue formal parking restrictions with the Network Managmeent team. | To recommend to the Area Board that this Issue be closed. | Jon |
| 7. | Other items | | | |

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| a) | Melksham - Shurnhold and Dunch Lane | <p>Highways to produce a report on the proposals including the comments that have been received from the town and parish.</p> <p>Highways to brief the group at the next meeting on Developer funding available and how that is to be allocated.</p> | Highways to produce briefing note. | Mark |
| b) | Pavement and Footway Improvement Schemes | <p>Andy informed the group that money for footway repairs was now spent.</p> <p>The footpath alongside Ebenezer Chapel from Union Street to King George V Playing Field (Melksham) has structural issues and this is being considered by Atkins consultants.</p> | Area Board to note | Jon |
| c) | Shaw Hill / Corsham Road Traffic Signal Replacement including Kerb re-alignment and Footway Improvements | <p>A plan showing the general arrangement is included as Appendix 3.</p> <p>During the work temporary signals will be deployed and a road closure is also likely to be required.</p> <p>The provisional start date for this work is 2nd March 2020, continuing until 3rd April.</p> | | |
| d) | Melksham CATG Policy for funding minor works. | <p>There is an administration cost to Wiltshire Council of around £50 per each invoice generated (inclusive of officer time). For minor works (mostly signing / road marking jobs) the cost of collecting small Parish contributions is difficult to justify. The CATG therefore proposes that work to the value of £500 be funded entirely by the CATG.</p> | To recommend to the Area Board that this "Policy" be adopted with immediate effect. | Jon |

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| 8. | Date of Next Meeting: Monday 23 March 2020 16:00 hrs, Melksham Fire Station |
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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.

2.2. 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 **£3,149.03**

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.

7. Recommendations to the Melksham Area Board

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7.1 Policy for funding minor works.

7.2 To close Issues: 4960, 6988, 7049, 9-19-4, 9-19-15

7.3 To add the following Issues to the Priority Schemes Lists: 9-19-2, 9-19-10 and 9-19-13.