

14<sup>th</sup> Sept 2021 – Meeting Tracker - FINAL

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
1.	<b>Attendees, Apologies &amp; Introductions</b>				
	<b>Present</b>	Ross Henning (WC) Adrian Foster (WC) Nic Puntis (WC) Kathryn MacDermid (WC) Howard Greenman (WC) Liz Alstrom (WC) Kirsty Rose (WC – Officer) Neil Hutton (Seagry PC) Robert Whitrow (Langley Burrell PC) Anthea Kelsall (Biddestone PC) Alex Hall (Kington St Michael PC) Fiona Twisse (Kington St Michael PC) Christopher Meier (Nettleton PC) Jessica Mantell (CTC) Andrew Conroy (CTC) Laurence Cable (Chippenham Cycling Development Group) Graham Worsnop (North Wraxall PC)			
	<b>Apologies</b>	Nick Botterill, Claire Cape, David Arnup, Lesley Palmer			

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2.	<b>Notes of the last meeting (1<sup>st</sup> June 2021)</b>				
		<p>The minutes and recommendations of the previous meeting held on the 1<sup>st</sup> June 2021 were to be considered at the Chippenham Area Board scheduled for the 14<sup>th</sup> June 2021.</p> <p><b>Please Note:</b> All priority 1 CATG issues requiring design / investigation were suspended on the 1st March and recommenced on the 1st September 2020</p>			
3.	<b>Finance</b>				
		<p><u>Financial position at 14<sup>th</sup> September 2021</u></p> <p>(a) 2021-22 allocation = £17,403  (b) 2020-21 underspend = £20,436.99  (c) 2021-22 3<sup>rd</sup> party Contributions = £50,692  (d) Total Budget for 2021-22 = £88,531.99 (a+b+c)  (e) Existing commitments (incl. carry over schemes from 2020-21) = £58,290</p> <p>(f) Current Balance = <b>£30,241.99</b> (d-e)</p>			
4.	<b>Annual Dropped Kerbs Exercise</b>				
		<p><b>17/11/20.</b> 2 no sites Conway Way / Queens Crescent, Conway Road / Arundel Close. Both sites require additional footway works. Estimate of £4,000  <a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p>	<p><b>14/09/2021</b>  Works complete.</p> <p><b><u>New Requests</u></b></p>		<b>All</b>

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		<p><b>Agreed</b> – Move to Priority 1 and allocate £4000 subject to acceptance of additional contribution and reduction in verge area by Chippenham TC</p> <p><b>02/02/2021</b> The funding contribution and reduction in verge area has been agreed by Chippenham TC. Works pack to be prepared and issued.</p> <p><b>01/06/2021</b> Construction to start 01/06/21</p> <p>Suggestions for dropped kerb sites for 21/22 to be put forward for consideration at next CATG meeting.</p>	<p>Queen's Crescent (Cepen Park &amp; Derriads)</p> <ul style="list-style-type: none"> <li>• Pathway from Carnarvon Close behind the cooperative</li> <li>• Windsor Close Junction</li> <li>• Clover Dean Junction</li> <li>• Farleigh Close Junction</li> </ul> <p>There are a number of sites that are likely to be put forward as requests ahead of the next CATG meeting.</p> <p>Cllr Foster raised concerns that dropped kerbs are an important requirement to assist with accessibility and will be writing to Cllr McClelland to request additional funding. Also CATG may wish to consider a hierarchy of priorities for schemes based on safety and accessibility needs.</p> <p>CATG agreed a £6,000 allocation with a 25% contribution requested from Chippenham Town Council.</p>		
<b>5.</b>	<b>Freight Assessment and Priority Mechanism (FAPM) exercise</b>				
	<b>Standing item for update</b>	<b>25/06/19</b>	<b>14/09/2021</b> No update to report.		

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		SD explained that all freight requests are on hold pending publication of new freight strategy as part of LTP in 2020. CATG's can still support requests but must fund investigatory work and implementation costs.			
<b>6.</b>	<b>Major Maintenance in 2021-22</b>				
		<b>01/06/2021</b> Major maintenance list for 2021/22 was included via email, but can also be found here: <a href="#">Highways Asset Management - Wiltshire Council</a>			
<b>7.</b>	<b>Priority One Schemes</b>				
	<p>CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:</p> <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be “greyed out” to indicate scheme in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates</li> <li>• The item will be removed once the scheme has been implemented</li> <li>• A <u>maximum</u> of 5 LIVE priority 1 schemes to be progressed at any one time.</li> </ul>				
<b>7.1</b>	<b>5827</b> – Installation of four sets of White Gates and associated improvements, Biddestone	<p><b>01/09/20</b> Design work to recommence early September. Target deadline of 31<sup>st</sup> March 21 for Gateways, signs and resurfacing works. Imprinted concrete will be delayed until 2021/22.</p> <p><b>17/11/20</b> Updated design and costing presented to Biddestone PC. (£47k) Road closures for surfacing works booked 8/9th February 2021.</p>	<b>14/09/2021</b>  Texprint works complete. Some issues relating to traffic management, weather and conflicting works resulting in increased costs.	<b>1</b>	<b>KR</b>

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		<p>Note: Footway area adjacent to turnpike cottage to be included in 'Texprint' surface areas</p> <p><b>01/06/21</b> Surfacing works undertaken in May ahead of Texprint surfacing installation w/c 14<sup>th</sup> June.</p> <p>Gateway and signing to follow later in financial year – to be agreed with PC prior to works order being raised.</p>	<p>The group agreed to provide a £5,000 contribution to assist with completing the signing works as the Parish Council providing the remaining funding.</p> <p>KR to liaise with PC and progress signing and gate installation.</p>		
7.2	<b>6846</b> - Road Safety at The Street B4039 Nettleton Road and Church Hill junction Burton	<p><b>18/02/20</b> Group agreed to promote proposed Nettleton Road warning sign and SLOW marking to Priority 1. Cost £400 PC to contribute 25%</p> <p>20mph limit on hold pending publication of 20mph update report, expected in spring/ summer 2020</p> <p><b>30/04/20</b> Order issued for warning sign and 'SLOW' on Nettleton Road. Awaiting implementation.</p> <p><b>01/09/20</b> Sign and SLOW marking complete. 20mph issue on hold pending publication of report. To be greyed out. If 20mph limit does not go ahead the PC have requested the existing 30mph limit be extended.</p> <p><b>17/11/20</b> Publication of 20mph assessment report remains on hold. To be considered further following publication of report.</p>	<p><b>14/09/2021</b> KR to raise the completion of the assessment report with Senior Officers and find out if there is a proposed deadline for publication.</p>	1.	KR
7.3	<b>4-20-10</b> Parliament St / Chippenham	<p>Laurence Cable made a presentation to members and is seeking changes at the existing footway link between Parliament Street and Little Down to create a shared access for cyclists and pedestrians.</p>	<p><b>14/09/2021</b> Site meeting held with Sarah Dearden, Laurence Cable, Adrian Foster, Ross Henning and Kirsty Rose.</p>	1.	

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		<p><b>01/09/20</b> Members agree to proceed and move to Priority 1. Further investigative work required. No monetary allocation to be made at this stage</p> <p><b>17/11/20</b> MR has visited site. Significant work required. Waiting restrictions in little down will be required. NOTE - Topo survey required prior to design work taking place. Estimate £1,500.</p> <p>Agreed – Allocate £1500 for a topo survey prior to design work taking place</p> <p><b>02/02/21</b> Topo survey ordered. Await completion to allow design work to commence.</p> <p><b>01/06/2021</b> Topo survey received. An engineer has been allocated to progress the design when workload allows.</p> <p>KR to arrange site meeting with Laurence Cable and Adrian Foster</p>	<p>Design work to be undertaken to create route for cyclists. Short term the barrier restricting pushchairs, mobility scooters etc is to be removed.</p> <p>A first phase of work may be to provide a dropped kerb and bollard with the more substantive works to follow.</p>		
7.4	4-20-2 Draycott Cerne	<p>PC request a formal review of the speed limit on B4122 from J17 of M4 to the junction with B4069 leading to a reduction from the national speed limit (60mph) to 40mph. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> Members supported this request and felt a review of the current speed limit was justified. However as the changes identified on the B4122 were largely due to development works, funding for any speed limit re-assessment should be found from another source i.e. Section 106 monies. MR to speak to Development Control and report back to group</p>	<p><b>14/09/2021</b> Speed limit assessment to undertaken by Atkins.</p>	1.	KR

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		<p><b>17/11/20</b> Contact made with development control. No provision within Section 106 agreement to permit speed limit assessment work. Funding would be required from the CATG. Current estimate from Atkins £2500</p> <p><b>Agreed</b> – Move to Priority 1 and allocate £2500 for speed limit assessment on B4122. 25% contribution from PC £750.00</p>			
7.5	4-20-8 Various sites Chippenham	<p><b>Chippenham Town Council</b> - We would like to fund and produce new 'Welcome to Chippenham' signs at the 6 main entry points to the town. We would like all existing Welcome to Chippenham signs to be removed</p> <p><b>17/11/20</b></p> <p><b>Agreed</b> – Move to Priority 1 Note: Fully funded by Chippenham TC</p>	<p><b>14/09/2021</b> Signing works with Mark Stansby. Ongoing discussions with TC to agree sign proofs to allow estimate to be produced.</p>	1.	
7.6	4-19-5 Hill Rise / Barrow green	<p><i>Request for 20mph limit and speed humps on Hill Rise / Barrow Green.</i></p> <p><b>18/02/19</b> Group appreciated the level of feeling and concern relating to this request. The length covering Hill Rise and Barrow Green is approx. 1km and would require extensive traffic calming which would have a significant impact on road side parking. The cost is also likely to be high. The group felt it was essential that proposals must be evidence led and it was important to garner speed data before deciding what action, if any, to take. Sites for Metro-counts to be agreed.</p> <p><b>01/09/20</b> Metro-count sites agreed. Counts remain outstanding due to Covid-19. Counts to restart once schools return. MR to report findings to next meeting.</p>	<p><b>14/09/2021</b> Site meeting held. KR recommends 20mph assessment be taken forward with lighter touch measures rather than traditional physical calming features.</p> <p>CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be significantly further delayed, CATG will discuss how to proceed with 20mph speed</p>	1.	<b>KR</b>

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		<p><b>02/02/21</b> Traffic survey results circulated with note tracker. KR to review options for improvements other than speed humps with the aim of raising awareness of pedestrians.</p> <p><b>01/06/2021</b> KR to arrange a site meeting with Kathryn MacDermid and Ross Henning</p>	limit requests at its next meeting		
7.7	4-20-16 St Pauls Primary School, Chippenham	<p>Request for 4no direction signs for school. Traffic Engineer advises that signage for St Paul's School could be added to the existing posts for The Rise Children's Centre (two signs back to back in the four locations shown on the attached map) and has estimated the cost will be approx. £400. The Town Council supported this request at a PET Committee meeting on 19 November 2020 and agreed to pay £100 towards the cost.</p> <p><b>02/02/21</b> CATG agreed support for scheme and funding of £300.</p> <p>To be moved to priority 1</p> <p><b>01/06/21</b> Signs have been ordered. Awaiting installation</p>	<p><b>14/09/21</b> Works complete.</p>	1	KR
7.8	4-21-2 Park Farm bends, C86	<p>Request for installation of an effective signage and warning system at the location. It must be effective in reducing vehicle speed and hence the occurrence of incidents. This could take the form of chevrons, painted rumble-strips, speed-activated illuminated signs or other means.</p> <p>The Parish Boundary Yatton Keynell – Grittleton bisects the double bend, Yatton Keynell Parish Council discussed 7th December 2020 &amp; Grittleton Parish Council 18th January 2021. It's agreed to share the Parish Council contribution between the two Parish Councils. GPC request that any proposal is discussed with the property owner at the site. PC's would be</p>	<p><b>14/09/21</b> Signs installed. Road markings to be undertaken in next batch of ad-hoc lining works.</p>	1.	KR



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		<p>agreeable to M Rose’s proposal of adding “Reduced Speed Now” signs to the double bend signs and to repaint the “SLOW” in both direction along with addition of yellow bars.</p> <p><b>02/02/21</b> CATG agreed to support this request. GPC and YKPC agreed to joint fund 30% contribution. KR to prepare plan and estimate.</p> <p>To be moved to priority 1.</p> <p><b>01/06/21</b> Proposal for signing and road markings circulated with tracker. Estimated cost is £1890. Road markings to be delivered through ad-hoc lining programme therefore reducing overall cost.</p> <p>Funding agreed. Order to be raised.</p>			
7.9	4-20-15 C151 Ford	<p>C151 in village of Ford, from junction with A420 to limit of village, particularly from White Hart Inn to the gateway by the River bridge and access to Bybrook Valley on the Macmillan Way, opposite the entrance to the property - Doncombe Mill.</p> <p>Request for:</p> <ol style="list-style-type: none"> <li>1. Demarcation of a pathway, the suggestion is for a different colour tarmac/paint to be used to highlight the ideal place for walkers to walk and as a visual identifier to vehicles that there may be pedestrians</li> <li>2. Warning triangle signs – warning of pedestrians</li> <li>3. More speed signs to make drivers fully aware of the speed limit, current signs while spaced correctly are not ideally placed for bends and visibility.</li> <li>4. Possible introduction of a 20mph</li> </ol> <p>Increased policing of speed by Wiltshire constabulary <b>17/11/20.</b></p>	<p><b>14/09/21</b> KR met with Graham Worsnop to discuss potential improvements. KR to investigate feasibility of promoting alternative route for pedestrians, with informal crossing on A420, and the provision of a marked pedestrian route on the C151.</p>	1	<b>KR</b>

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		<p>Speed survey has been requested. Engineer to look at site with Parish council once Covid-19 restrictions are lifted to discuss options before agreeing way forward. On-carriageway flow chart to be provided to members.</p> <p><b>02/02/21</b> KR and MR to discuss outcome of site meeting and proposals. Plans to be prepared for parish council consideration when scheme becomes priority 1.</p> <p><b>01/06/21</b> To be moved to priority 1. KR to prepare plans for consideration by PC.</p>			
<b>8.</b>	<b>Priority Two / Pending Schemes</b>				
<b>8.1</b>	<b>5753</b> - Replace informal crossing points with zebra crossings Queens Crescent, Chippenham	<p><b>25/06/19</b> Issue to remain on hold pending future resurfacing works on Queens Crescent</p> <p><b>18/02/19</b> Cllr O'Neil to work with Queens Crescent school on update travel plan.</p> <p><b>17/11/20</b> No update to report</p> <p><b>01/06/2021</b> No update to report. Ross Henning to speak with Peter Hutton re school and travel plan.</p>	<b>14/09/21</b> Update as per last meeting.	<b>2</b>	<b>RH/PH</b>
<b>8.2</b>	<b>6144</b> – Speed reduction to 20mph for High Street in Chippenham	<p><b>16/09/19</b> Standalone 20mph covering High Street in isolation not possible due to length &lt; 300m. MJR attended PET meeting 16/05/19 to discuss 20mph limits. Agreed to place issue on hold pending formation of working group to look at viability of wider 20mph limit exercise in Chippenham. Report back to future meeting.</p> <p><b>17/11/20</b></p>	<b>14/09/21</b> To be placed on hold pending further investigation of retaining current temporary closure.	<b>2</b>	<b>KR</b>

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		<p>Publication of 20mph assessment report on hold . Chippenham TC would like some temporary advisory signs for the High street to be erected on Market day. Engineer to agree sign and order.</p> <p><b>02/02/21</b> MR to provide sign detail to KR. Sign to be agreed and ordered.</p> <p><b>01/06/2021</b> KR to discuss with TC and order sign if required.</p>			
8.3	4-19-1 Yatton Keynell	<p><b>25/06/19.</b> Response received from YKPC. They would like the speed limit to be extended but if this isn't possible they would ask the gateway surfacing to go down at the current terminal point. Estimated cost £4000</p> <p><b>16/09/19.</b> Members suggested this issue is considered later once development of the Phillips Bodywork site has taken place. To remain on hold.</p> <p><b>01/09/20</b> Issue remains on hold pending possible section 106 monies</p> <p><b>02/02/21</b> YKPC are in contact with Debbie Evans at WC with regard to available CIL monies from this development. YKPC to update CATG in due course</p> <p><b>01/06/2021</b> To remain on hold at request of YKPC. Update on CIL monies to be provided by YKPC with regard to decision to fund gateway surfacing</p>	<p><b>14/09/21</b> To remain on hold at request of YKPC</p>	2.	
8.4	4-20-3 Hardenhuish Avenue Chippenham	<p>Concerns relating to speeding vehicles and rat running traffic. Request for traffic calming to slow down traffic. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p>	<p><b>14/09/2021</b> Awaiting traffic survey</p>	2.	

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		<p><b>01/09/20</b> Metro counts to take place to establish speed and volumetric data on Hardenhuish Avenue / Yewstock Crescent. MR to report results to next meeting.</p> <p><b>17/11/20</b> Monitoring sites to be agreed. Note delay to all MC request of approx. 3-6 months due to large backlog across county. SDR(s) may be required due to parked cars</p> <p><b>02/02/21</b> No further update. All traffic surveys on hold due to lockdown restrictions.</p>			
8.5	4-20-4 B4039 Hillside Burton	<p><i>"It is well known to residents of Burton as being very dangerous for walkers due to the narrow width combined with the slow bend in the road on Hillside".</i></p> <p>An investigation of options to reduce the speed of traffic and thus make the road safer for pedestrians including a reduction in speed limit and traffic calming measures. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>01/09/20</b> MR to arrange site meeting with David Kerr.</p> <p><b>01/06/2021</b> Engineer to arrange site meeting with parish representative.</p>	<p><b>14/09/2021</b> Site meeting has taken place. PC wish to pursue speed limit assessment to determine if extending the 30mph speed limit is feasible. Group agreed to fund. £2500 total with £1875 from CATG and £625 from PC.</p> <p>KR to produce plan for signing improvements alongside this.</p>	1.	KR
8.6	4-20-7 Bristol Road, Chippenham	<p><i>Request for formal crossing (Puffin / Zebra) by the entrance to Lidl Store. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></i></p> <p><b>02/02/21</b> Issue on hold pending outcome of Tranche 2 cycle scheme</p> <p><b>01/06/2021</b> The proposal for Bristol Road as part of the Tranche 2 bid is not being progressed.</p>	<p><b>14/09/2021</b> Pedestrian survey ordered. To take place in September after which a pedestrian assessment report will be prepared.</p> <p>The study area will include the area around Hathaway Surgery. KR to check if</p>	2	KR

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		It was agreed that a pedestrian crossing assessment should be undertaken between Bumpers Roundabout and the junction with Hungerdown Lane. Funding for survey agreed at £1000. Contribution from CTC to be confirmed.	crossing movements across Hungerdown Lane can also be included. If not part of survey, may be possible to have survey undertaken as part of apprentice training.		
8.7	4-20-11 Fairfoot Close to Gascelyn Close	<p>Request for new cycle link. Including path widening to 3m, realigning to avoid need to move trees or lamp column, and converting to shared use. Appropriate signage and path markings to indicate shared use. Dropped kerb + 'keep clear' markings at Fairfoot Close (to prevent parked cars from blocking entrance/exit to path). Works to smooth out trench at Gascelyn Close end of path. Overall length approx. 45m</p> <p><a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>17/11/20</b> Group expressed support for proposal. Shared use will require conversion under the Cycle tracks Act 1984. Objections would require Secretary of state approval and possible public enquiry. Engineer to examine issue further and report back to group</p> <p><b>02/02/21</b> Engineer to examine issue further in relation to LTN1/20 and report back to group</p> <p><b>01/06/2021</b> The link in question is not part of the adopted highway or an existing Right of Way. The land is partially under Wiltshire Council ownership but not in its entirety.</p> <p>Initial review indicates that there may be scope to introduce a cycle track alongside the footpath, however this would need a land dedication from the current landowner.</p> <p>KR to determine ownership</p>	<p><b>14/09/21</b> Land owned by Wiltshire Council and Westlea Housing. Land dedication/purchase would be required, and planning permission sought for any changes to create a shared use path.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC and RH regarding next steps.</p>	2	KR

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8.8	4-20-12 Baydons Lane to Long Close	<p>Request for widening of footpath between Baydons Lane and Long close to create traffic-free cycle route between the town centre, eastern suburbs (north of London Road) and Abbeyfield School. Overall length approx. 210m.  <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>17/11/20</b>  Engineer to arrange site meeting to look in more detail before next meeting.</p> <p><b>02/02/21</b>  Site meeting to be arranged in due course and request reviewed in relation to LTN1/20</p> <p><b>01/06/2021</b>  Location is part of existing right of way network and is not adopted highway or within WC ownership. Permission from the landowner and RoW would be required before any legal changes could be made. Dedication of land may be necessary and widening the route may also require additional land.</p> <p>KR to determine ownership</p>	<p><b>14/09/21</b>  A large proportion of the land on which the RoW sits and adjacent to it is not registered with land registry. A section of the route over which the RoW runs near 78a is in private ownership.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC regarding next steps.</p>	2.	KR
8.9	4-20-13. Various locations Chippenham	<p>Chicanes in shared-use paths create obstacles for cyclists and completely exclude certain users. New Government guidelines in Cycle Infrastructure Design (LTN 1/20) strongly advocate against the use of chicane barriers. Request for removal at the following sites:</p> <ol style="list-style-type: none"> <li>1. On path linking Methuen Park to Pheasant roundabout (to the side of MRG garage)</li> <li>2. <a href="#">Monks Way: barrier at end of shared-use path leading to Pewsham Park – not highway but RoW</a></li> <li>3. Path linking Evans Close to Langley Road</li> <li>4. <a href="#">Drake Crescent, where shared-use path crosses road (2x chicanes) One side adopted highway/one side RoW</a></li> </ol>	<p><b>14/09/21</b>  The 'Barrier removal' document circulated with the note tracker sets out the potential for removal at each location.</p> <p>KR to liaise with LC regarding next steps.</p>	2.	KR

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		<p>5.Path linking Hardenhuish Lane to Old Hardenhuish Lane (2x chicanes) (partially adopted highway)</p> <p>6.Bristol Road, south of football club car park</p> <p>7.Easton Lane at Haystack Avenue (2x chicanes newly installed by Hunters Moon developers)</p> <p><b>17/11/20</b></p> <p>Engineer to arrange meeting to look in more detail at sites before next meeting.</p> <p><b>02/02/21</b></p> <p>Site meeting to be arranged in due course</p> <p><b>01/06/21</b></p> <p>WC in -house safety auditor is to review the locations.</p> <p>Laurence Cable to be included in site visits if possible.</p>			
8.10	4-20-14 Lowden Hill, Chippenham	<p><i>“The traffic speed coming up Lowden Hill from Sheldon Road end is too fast. The give way markings (installed 7/8 years ago) are not properly observed and many drivers seem unaware that traffic potentially joins from both sides and that the road changes to two-way from this point. They are unprepared for merging or on-coming traffic nor for any obstacle in the road as they come over the brow of the hill (tragically a man was fatally run over here in 2018). Vehicles are regularly observed coming from the A4 end to take their chance going the wrong way up the one-way section of the road”.</i></p> <p><i>“The give way road markings have badly worn and need re-doing to highlight the junction. I would also suggest that if bollards with a reflective panel were placed either side of the road, it would increase the likelihood of traffic slowing down at this point. Painting 'one-way' on the road at the point the vehicles pull in (just after Turnpike Cottage) might discourage All in all these measures would make it a safer junction”.</i></p> <p><a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p> <p><b>17/11/20</b></p>	<p><b>14/09/21</b></p> <p>KR to raise with Area Office that the lining refresh did not include the SLOW markings and the signs require cleaning.</p> <p>KR to visit to identify any improvements that could be made, particularly in the turning to Lowden Manor.</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>Lowden Hill forms part of the EATF Tranche 2 bid to the DfT which would see the length in question closed to through traffic. Suggest waiting for outcome of Tranche 2 bid before agreeing any further action.</p> <p><b>01/06/21</b> The proposal put forward in the Tranche 2 bid will not be progressed.</p> <p>Road markings to be reported for refreshing as part of maintenance programme.</p> <p>Item to be remain on tracker for further consideration.</p>			
8.11	4-21-1 Shared Use Path – Island Park	<p><b>02/02/21</b> Widen all paths in Island Park to at least 3.0m, in line with the Government’s new Cycle Infrastructure Design Guidance LTN 1/20, section 6.5.7. Install wayfinding signage at both ends of the High Street, as well as key points in park, to make cyclists aware of the Island Park path as a ‘High Street bypass’ route, and to provide information about other destinations that can be reached via this path.</p> <p>Chippenham Cycling Development Group to be invited to provide CATG with additional information regarding overall cycle strategy and aims in order to allow a greater overview and insight into these individual schemes. This may be in the form of an additional CATG meeting.</p> <p>This scheme request is to be on hold until the above information sharing has taken place.</p> <p><b>01/06/21</b> The paths in Island Park are not adopted highway nor part of the RoW network.</p>	<p><b>14/09/21</b> The land in Island Park is partly owned by Wiltshire Council and partly by Wilko.</p> <p>Land dedication or purchase and planning permission are required to alter the existing paths.</p> <p>Information has been provided to Cycling Development Group and KR to liaise with LC regarding next steps.</p>	2	KR



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		KR to determine ownership			
8.12	4-21-3 Car park, Timber Street/A4 War Memorial	<p>Cars entering the car park by the war memorial against the flow of traffic. The no entry sign cannot be seen by cars coming from Timber Street causing cars to enter the car park from the war memorial end. The one sign that is there is currently not angled in to be seen from motorists entering from A4/London Road. There have been several instances of road rage as cars meet head on. It is a one way system entering from the Rose &amp; Crown end.</p> <p>Request</p> <ol style="list-style-type: none"> <li>1. Reposition the existing no entry sign so it can be clearly seen by motorists entering from A4/London Road.</li> <li>2. A second no entry sign positioned to be seen by motorists entering from Timber Street.</li> <li>3. Ideally a painted no entry sign on the road.</li> </ol> <p><b>01/06/21</b> Signing to be reviewed.</p>	<p><b>14/09/21</b> KR to check if existing sign can be altered to be more visible.</p>	2	KR
8.13	4-21-4 Langley Road Chippenham	<p>Request for traffic calming on Langley Road, subject to results of traffic survey (requested by CTC)</p> <p><b>01/06/21</b> KR to further liaise with Highways DC. Possible installation of double mini roundabout proposed which will have a traffic calming request.</p> <p>Traffic survey requested by CTC to be undertaken when all restrictions are lifted.</p>	<p><b>14/09/21</b> Plan circulated with note tracker showing layout of double mini roundabout.</p>	2	KR
8.14	4-21-5 Westmead Lane, Chippenham	<p>Request for widening of footway on Westmead Lane to improve pedestrian access to/from Bowles Court. Pedestrians currently walking in carriageway due to insufficient width when</p>	<p><b>14/09/21</b> KR still to review feasibility. There may be changes as</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>using rollators etc. Potential conflict with HGVs accessing Wessex Water site.</p> <p><b>01/06/21</b> KR to review planning details for skate park to determine if any improvements to access. Footway widening to be investigated.</p>	rumoured that Wessex Water will be vacating site.		
8.15	4-21-6 Malmesbury Road, Chippenham near John Coles Park	<p>Installation of a controlled crossing to reduce the risk of serious accident. A pedestrian crossing assessment was undertaken in 2019 which highlighted both speeds in excess of 35mph (85th percentile) and limited forward visibility. Whilst these factors clearly increase the risk to pedestrians they also meant a crossing was not recommended due to the risk of rear end shunts. I would like other options to be considered to reduce the risk to pedestrians:</p> <ul style="list-style-type: none"> <li>- Alternative crossing locations away from the corners</li> <li>- Physical speed control</li> <li>- More active signage</li> <li>- Speed camera</li> </ul> <p><b>01/06/21</b> KR to circulate previous pedestrian assessment with notes for review.</p>	<p><b>14/09/21</b> Report circulated.</p> <p>KR to review signing on approach to crossing near John Coles Park.</p>	2	
8.16	4-21-8 Brunel Court, Rowden Hill	<p>Parking is limited and the area on the left as you enter the court was previously available for visitors, tradesmen etc for parking. I believe this is mostly Council owned land but it is now being rented as private parking, designated by chains, precluding it's free use by residents. There is also a large container owned by no 3 which is at odds with the residential appearance of the Court. together with the parking chains is detrimental to the look of the Court.and is a considerable detriment to those living in the Court</p>	<p><b>14/09/2021</b> The land behind the layby area is within private ownership. The adopted highway extends to the rear of the layby area but does not cover the area to the rear being used for parking/container storage.</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		Request – investigation in ownership and return to available parking if possible  <b>01/06/21</b> Land ownership to be checked.	KR has asked for advice from Enforcement team regarding next steps.		
8.17	4-21-9 Abbeyfield School	Install appropriate signage along Stanley lane informing road users of the school.  Relocating national speed limit signage further away from the entrance to the school and sufficiently away from Stanley Park sports ground also.  Installation of either a pelican crossing or a pedestrian crossing to enable a safe crossing point for Stanley lane. This will benefit students and users of the Stanley Park sports facility by illustrating a safe crossing point.  Removal of drop kerb within the junction of the school and installation of barriers to restrict crossing at this point.  <b>01/06/21</b> Site observations to be undertaken to determine next steps.	<b>14/09/21</b> KR to undertake observations.	2	KR
<b>9</b>	<b>New Requests submitted since the last meeting</b>				
9.1	4-21-10 West Dunley Fosseway/C86, Grittleton	Request for signing on bend at West Dunley where Fosse Way by-way meets C86	<b>14/09/21</b> Options for signing to be reviewed.	2	KR
9.2	4-21-11 & 13 Upper Seagry	Request for a 20mph speed limit assessment. Speed limit reduction to improve safety for pedestrians and reduce speed of vehicles, including calming measures.	<b>14/09/21</b> CATG to await outcome of discussions regarding 20mph assessment report before making decision. If the publication is likely to be	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			significantly further delayed, CATG will discuss how to proceed with 20mph speed		
9.3	4-21-14 Lowden Grass Verges	<p>Lorries and Vans park on the grass verge edge and on many occasions large lorries have carved up the grass and soil on the corner of the grassed area, making large indentations, causing mud all over the road. The grass has only just come back, due to action I took with large stones being placed inset from the curb, painted bright white. I also have continually mowed this area, as to not cause an issue with the Council mowing team.</p> <p>These stones have been removed by the Council. A lot of the neighbours have appreciated the neat and tidy verge that had become of what I have done.</p> <p>We would like to apply for small verge marker posts to safeguard the nice grassy verge that we had come to appreciate. A deterrent is needed to stop the drivers (who do not live in this area) driving their lorries and vans on the Council grass area which is appreciated by neighbours and walkers alike. We would like the small verge marker posts purchased and installed by the Council please.</p>	<p><b>14/09/21</b></p> <p>KR to review.</p>	2	KR
9.4	4-21-15 Westmead Field, Chippenham	<p>Chippenham Borough Lands Charity are building an Activity Centre on Westmead field, at the end of Westmead Lane, Chippenham. The facility is designed for residents of Chippenham but will attract visitors from much further afield to use the state-of-the-art climbing facilities, and skate park. We are encouraging visitors to travel by public transport, and for local residents to travel by foot/cycle. We are not seeking 'brown signs' as we understand this applies only to rural facilities. We wish to use directional signage within the town both for pedestrians arriving by bus/train/foot and also signage to the nearest car parks. We don't want car users to drive down Westmead Lane only to find they have to turn round again for a</p>	<p><b>14/09/21</b></p> <p>Signing plan and estimate to be prepared.</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>car park (disabled only car parking is available on site), and we don't want them driving round Chippenham searching for the site.</p> <p>We are seeking Council support to put up signage within Chippenham town both for vehicles and pedestrians wishing to use the Westmead Activity Centre. We are happy to discuss the precise location and design of these.</p> <p>The Town Council supports this request in principle with the offer of £5000 funding from Chippenham Borough Lands Charity. This would support the new facility in the Town and help people to find it, it was suggested that signs could be added to the existing finger posts within the town. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted and is subject to further debate and decision at a future PET Committee meeting (PET Meeting 05/08/21 Minute 39 refers).</p>			
9.5	4-21-16 Hill Corner Road, Chippenham	<p>There is poor visibility for drivers looking at oncoming traffic from the right hand side at the junction when turning from Hill Corner Rd onto the B4069. The overall visibility to the right (towards the town centre) for traffic exiting Hill Corner Road can be challenging due as drivers aren't able to see very far down the road. Additionally, cars can travel at fast speeds, increasing the risk of pulling out.</p> <p>The view is compromised by the large conifer hedge on the nearside, however, trimming the hedge back could raise some aesthetic issues and could be disputed by local residents. I have applied for a parabolic mirror to increase visibility but this application was denied and I've since been advised on the range of possible issues in installing parabolic mirrors.</p>	<p><b>14/09/21</b> KR to review suggested changes and prepare plan and estimate</p>	2.	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
		<p>I've been in contact with Head of Services employee of Wiltshire council for advice on how best to increase road safety at the junction. Martin was kind enough to provide these suggestions and he estimated the total cost of the improvement would be approximately £1000.</p> <p>The road width on the B4069 at its junction with Hill Corner Road is approximately 7.6m. Adjustment to the warning lines in the centre of the road would allow the give way markings to be moved forward from their current position by approximately 300-400m, which would improve visibility to approaching traffic by as much 25 - 30m.</p> <p>Edge line markings on the main road (nearside) would help position northbound traffic on the B4069, away from the nearside and closer to the centre of the road to avoid the potential for collisions with waiting side road traffic.</p> <p>When Martin went to the site to investigate he observed some of the drivers on the main road leaving Chippenham are unaware of the presence of the Hill Corner Road junction and were looking towards the 50mph limit and the new roundabout, rather than observing the presence of side road traffic.</p> <p>Therefore, I propose in conjunction with the changes to the give way markings, is the provision of a new junction warning sign with a 'reduce speed now' supplementary plate, and a 'SLOW ' road marking could also be used for added impact.</p>			
9.6	4-21-18 A350 to A420 Bumpers Farm roundabout to B4039 Yatton Keynell slip road turning	<p>Excessive speeds creating significant highway safety issues. Attached letter refers</p> <p>Reduction in speed limit from the western approach to the slip road on the A420 to slow traffic and to reduce speeds at Allington crossroads and onwards to Bumpers Farm roundabout. Attached letter refers.</p>	<p><b>14/09/21</b> Group agreed a speed limit assessment would be appropriate and would like to see this extend further along the A420 to the boundary. North Wraxall and</p>	2	KR

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
			Chippenham Without Parish Councils to be approached to consider a 25% contribution (£625) of the £2500 assessment cost.		
9.7	Kingston St Michael – Advisory Crossing	<p>Advisory pedestrian crossing point is in poor condition, not maintained since installation in 2007. School warning sign on the southbound approach has gone missing. Advisory crossing confuses pedestrians (particularly school children) and vehicles alike. Some drivers give way to waiting pedestrians – others don't, even overtaking on the crossing point despite a pedestrian presence. Pre-existing safety risk compounded by COVID-19 as more parents/ guardian's park and use the crossing to walk children to school (to prevent congregating on school grounds - but this shifts issue to the crossing).</p> <p>Upgrade advisory crossing point to Pelican or Zebra crossing. Ensure that vehicle drivers must give way to pedestrians, eliminating confusion for vehicle drivers and pedestrians alike.</p> <p>Reintroduce and improve school warning sign on southbound approach, improve or move the school warning sign on northbound approach (which is often obscured by vegetation).</p>	<p><b>14/09/21</b></p> <p>KR to undertake site visit at school drop off/pick up times. Shift changes at Leigh Delamere also coincide with this.</p>		
10	<b>AOB –</b>				
10.1					
<b>Agreement of Priority One issues</b>					
11.	<b>Agreement of Priority 1 schemes (Max 5 to be progressed at any one time)</b> Note: Issue which are 'Greyed out' indicate schemes where orders have been issued / about to be issued but await implementation.				

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	ACTION  Who
	<p>Any issues highlighted in <b>Yellow</b> are awaiting agreement from the Area board</p> <ol style="list-style-type: none"> <li>1. 5827 – Village Gateways, Biddestone. £5000 contribution to complete signing due to cost increases.</li> <li>2. 4-20-10 Parliament Street – New Shared use Cycle / pedestrian link Topo Survey (CATG £1125.00, TC £375.00)</li> <li>3. 4-20-8 Various sites Chippenham – Welcome to Chippenham Signs (Fully funded by Chippenham TC)</li> <li>4. 4-19-5 Hill Rise/Barrow Green, Chippenham – design time only at this stage</li> <li>5. C151 Ford – design time only at this stage</li> <li>6. Bristol Road, Chippenham – Pedestrian Crossing Assessment (CATG £700, TC £300 )</li> <li>7. Annual Dropped Kerbs Programme – £6000 CATG, £1500 CTC</li> <li>8. Hillside, Burton – Speed Limit Review - £1875 CATG and £625 PC</li> </ol>				
12.	Date of Next Meeting - to be confirmed.				

## Highways Officer – Kirsty Rose

### 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 Chippenham 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, Chippenham Area Board will have a remaining Highways funding balance of **£17,366**

### 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 – none**

# APPENDIX 1

Chippenham CATG		As at 14th Sept 2021
<b>Budget 2021-22</b>		
<b>A</b>	£17,403.00	CATG Allocation 2020-21
<b>B</b>	£20,436.99	2020-21 underspend
<b>3rd Party Contributions</b>		
	£375.00	Kington Langley Weight limit signs (£375 20/21)
	£47,000.00	Biddestone Gateways & Texprint surface
	£1,600.00	Chipp town council dropped kerbs (40%)
	£750.00	Sutton Benger - Draycott Cerne SL assessment (30%)
	£0.00	Chippenham TC gateway signs
	£100.00	Chippenham TC for St Pauls Primary School (25%)
	£283.50	GPC Contribution to C86
	£283.50	YKPC contribution to C86
	£300.00	Chippenham TC for Bristol Road Ped Assessment
<b>Total contributions C</b>	<b>£50,692.00</b>	
<b>Total Budget 21/22 D</b>	<b>£88,531.99</b>	<b>(A+ B+C)</b>
<b>Scheme Commitments from 2020-21</b>		
Weight Limit Signs Days Lane Kington Langley	£1,500.00	£375 contribution to be confirmed. Slip to 2021 for A350 lane closure
Biddestone Gateways & texprint surface	£47,000.00	Full cost (£47k) to be covered by PC. Includes Area by Turnpike cotta
Phase 6 - Dropped kerb sites	£4,000.00	TBC (Conway way / Queens Cres) (Conway Rd / Arundel CI)
B4122 Draycott Cerne - Speed Limit review	£2,500.00	
Welcome to Chippenham Gateway signs	£0.00	To be funded in full by Chippenham TC (Mark Stansby)
St Pauls Primary School - signs	£400.00	£300 CATG £100 TC
<b>New Schemes 2021-22</b>		
C86 Park Farm Bends Signing and Road Markings	1890	£283.50 each from YKPC and GPC
Bristol Road Chippenham Pedestrian Crossing Assessment	1000	£300 contribution from CTC
<b>Current Commitment - E</b>	<b>£58,290.00</b>	
<b>Remaining Budget F</b>	<b>£30,241.99</b>	<b>(D-E)</b>
<b>Completed schemes</b>		