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	Item	Update	Actions and recommendations	Who
	Melksham CATG – Meeting Notes for the virtual meeting held on 24th February 2022 at 16:30 hrs			
1.	Attendees and apologies			
		Attendees: Cllr Jonathon Seed (Chairman), Cllr Mike Sankey, Cllr Nick Holder – Melksham Area Board Mark Stansby, Martin Rose, Peter Dunford – Wiltshire Council officers Linda Roberts - Melksham Town Council Alan Baines – Melksham Without PC Colin Wade – Semington PC Malcolm Jones – Steeple Ashton PC	Area Board to note.	AB
		Apologies: Cllr Phil Alford		
2.	Notes of last meeting			
		The notes of the previous meeting held on 25 th November 2021 were presented to the Area Board on 8 th December 2021, passing all recommendations.	CATG to note.	All

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3.	Financial Position			
		The current balance for 2021/22, less previous commitments, stands at £25,855.41 (see Appendix 1).	Area Board to note	AB
4.	Top 5 Priority Schemes			
a)	6048 – Melksham Lowbourne Rd and Church Lane – request for Bus Shelters	<p>This project is to be funded in full by the Town Council.</p> <p>The job is complete with the final cost confirmed as £10,180.63.</p>	<p>Highways to issue invoice.</p> <p>MTC to check report that shelter has been damaged.</p> <p>Recommend to the Area Board that this Issue be closed.</p>	<p>Highways</p> <p>MTC</p> <p>Chair</p>
b)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>For construction purposes, the project was split into two phases.</p> <p>Phase 1 – installation of gates, signs, tree guards and road markings. Phase 2 – installation of the cobbled feature at location 4.</p> <p>Phase 1 is substantially complete with just the tree guards to install now that the Parish have planted their trees.</p> <p>Phase 2 commenced on 14th February and is nearing completion.</p>	<p>Slight delay to timescale due to recent storm.</p> <p>Highways to monitor progress</p>	Highways
c)	A365 Shaw Bath Road Footway improvements – funded by Section 106 monies	As previously reported, construction of the drop kerbs and footway widening at Dunch Lane has been completed.	Area Board to note	AB

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	from George Ward Gardens development.	<p>The remaining sum is to be used to resurface the length from the new drop kerb to the first field access, towards Shaw.</p> <p>This work is to take place during 22/23.</p>	Highways to action	Highways
d)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	<p>A ball park estimate was given at £6,000 but given the potential issues concerning underground services, there is a financial risk to this project which the Town Council representatives have acknowledged.</p> <p>Town Council wish to fully explore a land dedication process with the adjacent landowner to allow construction of a 2 metre wide path (recommended by highways), parallel to the carriageway. A new boundary fence / walk would need to be constructed as part of this proposal.</p>	Town Council representatives and Highways to meet with the land owner.	Town Council & Highways
e)	Active Travel Scheme - Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road and town bridge.	<p>Scheme to be funded from a third tranche of Section 106 money from the George Ward Gardens development.</p> <p>Design work is nearing completion and the project is essentially ready to go. Signs are to be placed as shown on the location plan (Appendix 2). Key destinations are to include Shaw, Beanacre, Holt and Town centre. The Rail Station, Hub & Cafe and the Community Campus will also feature. Reference to the Campus will be initially masked out, pending the opening of this facility later this year.</p> <p>Installation will take place early in 22/23.</p>	Highways to install signs	Highways

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5.	Other Priority schemes			
a)	Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development	Consultation on full closure over rail bridge or one way operation from east to west and new parking controls has been delayed by the Town Council due to a planning application for housing on Beanacre Road.	Consultation exercise to be expedited in the Spring Escalate as Priority Scheme	MTC AB
b)	Active Travel Scheme - Melksham Town Bridge – drop kerbs and signs.	Highways had hoped to report preliminary proposals at this meeting but unfortunately work has been further delayed due to other commitments. Preliminary design work will commence before the end of the financial year.	Area Board to note	AB
c)	Active Travel Scheme - Whitley West Hill to Top Lane – new footpath	The original request was to consider a footpath on the north side of the road (Pear Tree side), a length of approximately 360 metres. Based on the cost per metre published on our website of £265, this would give a ball park estimate in the region of £100,000, inclusive of a road closure. However additional costs would also be incurred to maintain a satisfactory drainage system. Potentially, the scheme could be broken down into shorter lengths, to be constructed over a number of years, making the cost more manageable. There is also the option to bid for funding from the Substantial Highways Schemes reserve. There are challenges to overcome to construct a path on the north side, including a narrow verge between Littleworth Lane and the Pear Tree, sections of open drainage ditches and numerous private accesses. There are potentially fewer issues	Highways to arrange a site meeting with stakeholders	Highways

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		to overcome if we were to consider a path on the southern side of the lane.		
d)	Issue 9-21-5 – Littlemarsh old section of A350 – Speeding, littering and anti-social behaviour	The Parish Council have opted to pursue road markings to include hatching to “narrow” the entrance and a SLOW marking. The work is to be included in the next round of ad-hoc road marking jobs, to take place during late Spring / early summer.	Area Board to note	AB
e)	Issue 9-21-8 – Melksham – Shared use path between Dorset Crescent and Heather Avenue – request for bollard to deter access by cars.	An order has been placed to install a bollard and this is likely to be done towards the end of March.	Area Board to note	AB
6.	Requests / Issues			
a)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	<p>The Parish propose to install a 3 bay shelter measuring 3.06 m x 1.3m which will be RTI compatible. The cost to construct a base (3.5m x 1.5m) complete with electrical ducting and connecting chamber is estimated in the region of £2,500 to £3,000, and the Parish has offered to pay a third of the cost.</p> <p>Heron Homes are confirmed as the land owner but they are prepared to dedicate this area, either to Wiltshire Council or the Parish Council. Highways are prepared to adopt the land but CATG funds cannot be used to fund all of the legal costs.</p>	<p>MWPC has re-committed itself to the project. Supports the land transfer and agrees in principle to cover some legal costs.</p> <p>A budget to be prepared showing all financial liabilities.</p> <p>Highways to check for any previous Section 106 agreements concerning this land.</p>	<p>MWPC/ WC</p> <p>Highways</p>

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b)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>Parish Council to liaise with Dick Lovett who has purchased the site adjoining the path.</p> <p>Development work now fully underway and the Parish report that in principle, Dick Lovett is amiable to donating space for a gateway feature.</p>	<p>No funding required from CATG at this time.</p> <p>Parish to monitor progress.</p>	MWPC
c)	Issue 9-20-3 - A350 Western Way – Pedestrian safety at signal controlled crossing on dual carriageway section.	<p>Crossing to be upgraded as part of a Re-allocation of Road Space project and Section 106 funding. Safety notices have already been installed.</p> <p>A suitable surface type has been chosen for the byway to accommodate cyclists, equestrians and walkers and details of this will be issued to the local Councils in due course. There is to be no additional lighting units installed along the by-way.</p> <p>At the Melksham end, design work is underway to alter the current road crossing arrangement at the splitter island leading into Berryfield. This will include changes to the Zebra Crossing which Highways are proposing to convert into a Parallel Crossing, which can be used by both cyclists and pedestrians. This is subject to a formal consultation which is to commence on 25th February.</p> <p>There is a provisional timetable for construction although this is far from set in stone:</p> <ul style="list-style-type: none"> Phase 1 – Devizes Road, Hilperton to byway entrance 21/03 – 15/04 includes widening of existing shared use path 	<p>Semington PC not consulted on the surface of the BOAT (by-way open to all traffic) despite assurances from WC to the contrary.</p> <p>Martin Rose reported that Atkins is producing a briefing note. He will ensure that proper consultation is held with the PC – not presentation of a “fait accompli”.</p>	Highways

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		<ul style="list-style-type: none"> Phase 2 – Byways from Hilperton to Semington 19/04 – 13/05 includes surfacing work Phase 3 - Semington Rd Zebra 13/05 – 03/06 includes removal of existing Zebra, widening of footway, changes to central island, short section of cycle track through verge and installation of a parallel crossing. Phase 4 - A350 Toucan Crossing 06/06 - 1/07 includes widening the crossing points, changing the distance between crossings and upgrade of signal equipment. 		
d)	Issue 9-22-1 – Melksham Footway linking Hazelwood Road & St Michaels Road – Request for lighting	<p>New Issue submitted by Cllr Hubbard and Melksham Town Council.</p> <p>Lighting can be provided at an estimated ball park cost of between £3,500 for 1 overhead lighting column and £6,000 for 3 low level lighting units.</p>	Highways to obtain estimate for 1 overhead column and confirm placement of this unit	Highways
e)	Issue 9-22-2 – Melksham Union Street – Request for 20 mph speed limit assessment	<p>New Issue submitted by Melksham Town Council</p> <p>Speed limit assessments are currently charged at a fixed fee of £2,500.</p> <p>Cllr Sankey stated that residents have been concerned about road safety here for a number of years and the Town Council & Highways had considered many different proposals. Town Council supports the residents concerns and believes that a 20 mph speed limit is the best way forward.</p>	Highways to deploy a Speed Detector Radar device to gain comparable data.	Highways

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		Highways officers questioned the accuracy of the speed limit data obtained by the Town Council (through Wiltshire Council), as the summary of recorded speeds did not tally.		
7.	Other items			
a)	Pavement and Footway Improvement Schemes	<p>The Area Highway Engineer can confirm that work has been completed at the following sites:</p> <ul style="list-style-type: none"> • Windror Avenue Melksham • Kennedy Avenue, Whitley • Longford Road, Melksham <p>Repairs are also due to take place at Philip Close, near Littlejohn Avenue in Melksham.</p> <p>An update on the link between Union Street and King George V Playing Field is anticipated by the next CATG meeting</p>	Area Board to note	AB
b)	Deadline for submitting CATG Requests.	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting is therefore 21st April 2022.</p>	To note	All
8.	Dates for future meetings: 5th May 2022, 4th August 2022, 27th October 2022 and 2nd February 2023, all commencing at 16:30 hrs – venue / format to be advised			

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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 **£25,855.41**

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.

7. Recommendations to Melksham Area Board

7.1 To close the following Issues: 6048 Melksham Bus Shelters

7.2 To add the following Issues to the Priority Schemes A List: Melksham Dunch Lane (Section 106 funded project)