

Melksham Local Highways & Footway Improvement Group

	Item	Update	Actions and recommendations	Who
	Melksham LHFIG – Agenda for meeting to be held on-line on Tuesday 9th May at 16:30 hrs			
1.	Attendees and apologies			
		<p>Attendees:</p> <p>Cllr Jonathon Seed Cllr Jon Hubbard Cllr Mike Sankey Alan Baines – Melksham Without Parish Council Colin Wade – Semington Parish Council Malcolm Jones – Steeple Ashton Parish Council Sarah Dow – Clerk to Keevil Parish Council Mark Stansby – Snr Traffic Engineer</p>	Area Board to note.	AB
		<p>Apologies:</p> <p>Cllr Nick Holder Cllr Phil Alford Pat Tucker – Keevil Parish Council Georgina Berry – Clerk to Broughton Gifford Parish Council Colin Goodhind – Melksham Town Council Andy Cadwallader – Area Highway Engineer</p>		

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2.	Notes of last meeting			
		The notes of the previous LHFIG meeting held on 2 nd February 2023 were presented to the Area Board on 8 th March, passing all recommendations.	LHFIG to note.	All
3.	Financial Position			
		<p>The balance for 2022/23, less previous commitments, stands at £51,574.46 (see Appendix 1).</p> <p>£24,338.00 has been allocated for expenditure during 2023/24, the same amount as the previous year.</p> <p>The opening balance for 2023/24, less previous commitments and underspend from last year, stands provisionally at £44,499.57 (see Appendix 2).</p> <p>Funds which have not been committed at the end of this financial year are likely to be moved into the Substantive Highway Schemes fund. To ensure that the fund available is spent within this community area, the group might wish to consider reducing the current level of contribution paid by the local Councils? Typically, Melksham Town and Melksham Without contribute 50% and the other Parishes 25%.</p> <p>Cllr Seed confirmed that there is flexibility with the financial arrangement and contributions will be considered in a case by case basis.</p>	Area Board to note	AB
4.	Priority schemes			

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a)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>Our outgoing contractor was unable to source the bollards in time to complete this work. A new order has been issued to Milestone and they are awaiting delivery.</p> <p>Remedial work to the road markings will be undertaken early summer.</p>	Area Board to note	AB
b)	A365 Shaw Bath Road Footway improvements – funded by Section 106 monies from George Ward Gardens development.	<p>There are numerous schemes across the County requiring construction during school holiday periods. Unfortunately construction for this site is provisionally booked for the half term period during February 2024. It will be brought forward should other schemes be postponed.</p> <p>The Town Council are yet to confirm their contribution of £1,500.</p>	Town Council to confirm their contribution	Town Council
c)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	<p>The legal process to dedicate the land is ongoing but the dispute over land ownership has now been resolved. The legal process must be completed ahead of any work on the ground.</p> <p>Design work continues and construction has been provisionally booked to commence on 2nd January 2024.</p>	Area Board to note	AB
d)	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. There are funds remaining (£13,034.35) specifically to improve cycleway signing within the town.</p> <p>Town Council are still to submit a list of locations for improvements.</p>	Awaiting update from Town Council	Town Council
e)	Melksham Dunch Lane – funded by Section 106 monies	<p>Consultation on full closure over rail bridge or one way operation from east to west and new parking controls to be carried out by the Town Council.</p>	Awaiting update from Town Council	Town Council

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	from George Ward Gardens development	Town Council to undertake consultation in the New Year (2023).		
f)	Issue 9-22-1 – Melksham Footway linking Hazelwood Road & St Michaels Road – Request for lighting	Issue submitted by Cllr Hubbard and Melksham Town Council. The work has been completed at a cost of £3,673.23, an underspend of £326.77 against the estimated figure. Town Council contribution agreed as 50% of actual spend – a sum of £1,836.61.	Highways to issue invoice	Highways
g)	Issue 9-22-5 – Melksham Spa Road – safety concerns at access to & from Wharf Court	Issue submitted by Melksham Town Council 2 x SLOW markings and reinstatement of the give way line across the entrance to Wharf Court has been completed on budget.	To recommend to the Area Board that this Issue is closed.	Cllr Seed
h)	Issue 9-22-10 – Berryfield Semington Road – request to install 2 bus shelters	Issue submitted by Melksham Without Parish Council There is a Section 106 fund of £20,662 to provide 2 x shelters with seating, high access kerbs with RTI facility (or to be ready for RTI installation). An engineer has recently been assigned to commence the design work and construction has been pencilled in for the first week of September.	Area Board to note	AB
i)	Issue 9-22-12 – Bowerhill Halifax Road – request for drop kerbs to link Brampton Court with Sunderland Close	Issue submitted by Melksham Without Parish Council A gap in the construction programme has enabled this project to be done as a “walk and build” scheme with construction now completed.	Area Board to note	AB

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		Costs expected to be around £3,500 as quoted, although the bill has not yet been received.		
j)	Issue 9-22-16 – Berryfield – request for direction signs to new village hall	Issue submitted by Melksham Without Parish Council Signs have been installed at a cost of £441.36.	To recommend to the Area Board that this Issue is closed.	Cllr Seed
k)	Issue 9-22-17 – Melksham Without (various roads) – request for Parking Control Measures	Issue Submitted by Melksham Without Parish Council Request for a Parking Review at the following locations: <ul style="list-style-type: none"> • Semington Canal Bridge • Lancaster Road Bowerhill • Avro Way Bowerhill • Merlin Way Bowerhill • Mitchell Drive Bowerhill <p>It was noted that the canal forms the boundary between Melksham Without and Semington Parishes and that measures would be needed on both sides of the bridge.</p> <p>Issues affecting Semington Parish will therefore need to be considered in tandem with this review.</p> <p>Melksham Town Council have now forwarded their list for consideration under the same legal Order.</p>	Highways to undertake the review. Semington Parish to forward a list of sites to be considered.	Highways Semington Parish Council
l)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	Issue submitted by Melksham Without Parish Council The Parish have agreed the design (see Appendix 3) and the Construction Pack is being prepared for issue. Costs are unlikely to rise above the £3,000 estimate.	Highways to complete works order and issue construction pack.	Highways

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m)	Issue 9-22-2 – Melksham The Crays – request for drop kerbs	<p>Issue submitted by Melksham Town Council</p> <p>A gap in the construction programme has enabled this project to be done as a “walk and build” scheme with construction now completed.</p> <p>Costs expected to be around £2,500 as quoted, although the final bill has not yet been received.</p>	Area Board to note	AB
n)	Issue 9-22-6 – Melksham Sandridge Road junction with Snarlton Lane – request for signs to direct drivers to Snarlton Farm	<p>Issue submitted by Melksham Town Council</p> <p>The signs have been installed at a cost of £623.26. This is an underspend of £326.74 against the estimate of £950.</p> <p>Town Council contribution agreed as 50% of actual spend – a sum of £311.63.</p>	Highways to issue invoice	Highways
o)	Issue 9-22-13 – Bowerhill DeHavilland Place and Dowding Way – Request for footway extensions and drop kerbs	<p>Issue submitted by Melksham Without Parish Council</p> <p>A gap in the construction programme has enabled this project to be done as a “walk and build” scheme with construction now completed.</p> <p>Costs expected to be around £2,500 as quoted, although the bill has not yet been received.</p>	Area Board to note	AB
p)	Issue 9-22-11 – A350 Beanacre - request for measures to control entry speed at north end of village	<p>Issue submitted by Melksham Without Parish Council</p> <p>A suitable site for a gateway feature was identified and the gateway could include white gates, village nameplates and additional road markings.</p>	Area Board to note	AB

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		An engineer has recently been assigned to commence the design and proposals and an estimate should be available in time for the next meeting.		
q)	Issue 9-22-19 – Whitley, Corsham Road – request to alter staggered barriers on alleyway between Corsham Road and Eden Grove.	<p>Issue submitted by Melksham Without Parish Council</p> <p>The Parish have informed Officers that this item is no longer a community concern and have asked that the issue be closed.</p>	To recommend to the Area Board that this Issue is closed.	Cllr Seed
r)	Issue 9-22-20 – Keevil, Martins Road – request to alter barriers and improve condition of footpath surface.	<p>Issue submitted by Keevil Parish Council</p> <p>Concerns footpath Right of Way, KEEV27 which provides access to the recreation ground. Access to be maintained for community event on 17 June.</p> <p>Rights of Way to oversee resurfacing work complete with wooden edgings over a 60 metre length. Arrangements are in hand with the work likely to take place either late May or early June.</p> <p>Highways to remove and replace the safety barrier (with a smaller version, provide a suitable drop kerb and a new hard standing. This work is to commence on 26 June and should be completed within 4 days..</p>	Area Board to note	AB
s)	Issue 9-22-22 – Shaw Corsham Road – request to reinstate louvre shuttering on approach to signals	<p>Issue submitted by Melksham Without Parish Council</p> <p>Louvres were omitted on the new signal heads when the traffic lights were replaced in 2020.</p> <p>Highways to place an Order for new Louvres when staff resources become available.</p>	Highways to order work	Highways

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t)	Issue 9-23-2 – Great Hinton – request to replace a wooden stile with a Kissing Gate to create better access to a number of local Footpaths	Issue submitted by Great Hinton Parish Council The new gate is to be organised by the ROW team and they have indicated that this will be installed by the end of May.	Area Board to note	AB
5.	New Requests and ongoing Issues			
a)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	The Parish propose to install a 3 bay shelter measuring 3.06 m x 1.3m which will be RTI compatible. This will require a base (3.5m x 1.5m) complete with electrical ducting and connecting chamber. A ball park estimate to construct the base and install the electrical items should be in the region of £3,000 to £3,500, with legal fees of around £1,500. Highways unable to proceed until the land dedication issue has been resolved. Parish Council reported no further movement on the land issue which is delaying this project. Agreement was reached to close this issue until the dispute has been resolved.	To recommend to the Area Board that this Issue be closed.	Cllr Seed
b)	Issue 9-22-15 – Melksham junction of Church Street and High Street and Lowbourne – request for audible warning at signal controlled crossing points	Issue submitted by Melksham Town Council Highways commissioned their Traffic Signal Consultants (Atkins) to investigate this matter.	Area Board to note.	AB

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		<p>Town Council were content with the previous response on the disablement of the audible warnings, but asked why the crossing by Costa had the audible warning enabled?</p> <p>Latest update from Atkins reads:</p> <p>The “Costa” crossing beepers are audible at the junction but are very quiet. Usually we would say switch them off to be on the safe side but considering the issues identified by the visually impaired pedestrian (which are quite significant and not easily resolved by other means i.e. second push button) we are going to propose a second site visit with Telent (the signal engineers) to turn the beepers down at the crossing and switch on the beepers at the junction (at their lowest level) and review if the beepers can be heard between the two sites. If they can’t be heard, then we will leave the crossing ones on and switch the junction ones on too, which would be a great benefit to the resident. If the beepers can be heard at the lowest setting then we will likely switch the crossing ones off and leave the junction ones off too.</p> <p>We will programme in a visit with Telent and provide more feedback when completed. Sorry this isn’t a more definite answer. The crossing ones have been left on for now as they are only just audible and the risk of confusion is low especially for those familiar with the sites.</p> <p>The group were encouraged by this report and await the final conclusion.</p>		
c)	Issue 9-22-21 – Melksham Snarlton Lane, Crossing point from Nightingale Close – request for coloured road surface due to safety concerns	<p>Issue submitted by Cllr Sankey and Melksham Town Council</p> <p>View of the crossing is often restricted due to vegetation. A warning sign was previously funded through the CATG / LHFIFG process.</p>	Highways to prepare costing of coloured High Friction Surface.	Highways

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		<p>It was noted during discussions that the hedgerow is protected by a preservation order and removal is not an option. The hedge will receive a flail cut as part of the routine maintenance programme.</p> <p>There has been no recorded personal injury collisions at the crossing point in the most recent 6 year period to June 2022.</p> <p>It was agreed at the last LHFIG meeting that a site meeting be arranged, to coincide with a school journey time, to agree potential improvements and to determine costs.</p> <p>Cllr Sankey felt that a further meeting was unnecessary and asked Highways to prepare costings for the next meeting.</p>		
d)	Issue 9-23-3 – Beanacre Westlands Lane – request to prohibit parking at the access to the new water pumping station.	<p>New Issue submitted by Melksham Without Parish Council</p> <p>Parking would need to be restricted on both sides of the lane, from the A350 to the new access.</p> <p>It was agreed to include this as part of the Parking Review.</p>	To recommend to the Area Board that this Issue be added to the Priority Schemes list.	Cllr Seed
e)	Issue 9-23-4 – Bus Gate at Semington Road – request for Camera Enforcement.	<p>New Issue submitted by Semington Parish Council</p> <p>Concerns about the number of vehicles travelling illegally through the bus gate.</p> <p>Wiltshire Council has a camera available and the Parish would like this installed to enforce the gate. Semington have liaised with Melksham Without who are also supportive of this proposal.</p> <p>Semington Parish has offered to match fund with the LHFIG up to £1,500 to install the camera, although the costs have not yet</p>	To recommend to the Area Board that this Issue be added to the Priority Schemes list.	Cllr Seed

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		<p>been explored. It was suggested that there might be some s106 funds available, which were not used to refurbish the crossing on Western Way?</p> <p>Following a lengthy discussion, it was agreed that all options for the gate should be considered, such as the possibility of moving the gate, refurbishment of existing etc, prior to the camera being installed. Cllr Seed to ensure that the camera is set aside for installation in due course.</p> <p>Post-meeting update:</p> <p>Cllr Seed has written to the Cabinet Member and Corporate Director questioning why the ANPR installation and bus gate repair should draw on local funding when all income from ANPR fines of transgressors goes to Wiltshire Council Parking Services Department.</p>		
f)	Issue 9-23-5 – Bowerhill various sites – request for Parking Review	<p>New Issue submitted by Melksham Without Parish Council.</p> <p>Parking concerns have been raised at the following sites at Bowerhill:</p> <ol style="list-style-type: none"> 1. Pathfinder Way 2. Westinghouse Way 3. Lancaster Road <p>It was agreed that these be added to the Parking Review.</p>	To recommend to the Area Board to add this Issue to the Priority Schemes list	Cllr Seed
g)	Issue 9-23-6 – A365 Bath Road / Shaw Hill and B3353 Corsham Road – speeding concerns	<p>New Issue submitted by Melksham Without Parish Council</p> <p>Request for a speed limit review along the 40 mph section of Bath Road and request for 30 mph roundels to be painted on Shaw Hill and Corsham Road.</p>	To recommend to the Area Board that this Issue be closed.	Cllr Seed

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		<p>Speed limit reviews are charged at £2,900.</p> <p>Highways reported that the criteria for setting 30 mph speed limits has not changed since the route was last reviewed, and given that there has been no material change in terms of property development, it is unlikely that a review will recommend any changes. The group were unwilling to take this request forward.</p> <p>With regard to painting 30 mph roundels within street lit areas, the same rules apply as per repeater signs, in that the regulations prohibit their use. Further information about this can be found within Chapter 3 of the Traffic Signs Manual, which is available to download at no cost from Gov.uk.</p>		
h)	Issue 9-23-7 – Melksham various roads – request for Parking Review	<p>New Issue submitted by Melksham Town Council</p> <p>Parking concerns have been raised at the following locations:</p> <ol style="list-style-type: none"> 1. Union Street – could parking be permitted to create chicanes? 2. The City / Alms Houses – request for residents parking scheme 3. Cranesbill Road – issue at school times 4. Skylark – no details submitted. <p>It was agreed that these be added to the Parking Review.</p>	To recommend to the Area Board to add this Issue to the Priority Schemes list	Cllr Seed
i)	Issue 9-23-8 – Melksham Bank Street – request for railings and / or other measures to improve safety	<p>New Issue submitted to Melksham Town Council</p> <p>The unprotected high pavement offers a risk of falling, particularly for those who are visually impaired.</p> <p>Suggestion is for railings and / or tactile paving.</p>	Highways to search for previous notes and circulate.	Highways

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		This has been explored before and it was requested that Highways circulate previous information concerning this, for further discussion at the next meeting.		
6.	Other items			
a)	Pavement and Footway Improvement Schemes (pre-LHFIG)	<p>There was no footway patching carried out in 2022, therefore the work at Philips Close remains outstanding.</p> <p>The Ebenezer Chapel footway between Union Street and King George V playing field is with the major maintenance team as a project awaiting funding. It is inspected regularly to ensure it complies with the Council's inspection manual.</p> <p>Here is the list of sites submitted for footway funding in 2023/24:</p> <p>Footway reconstruction.</p> <ul style="list-style-type: none"> • Corfe Road, Melksham • Sherwood Avenue, Melksham 29 – 55 on both sides of road • Rope Walk, Melksham adjacent to No9 • Corsham Road, Whitley north of Middle Lane to Top Lane • Berryfield Close, Melksham at the rear of 1 – 7 <p>Footway Slurry sites</p> <ul style="list-style-type: none"> • Ashley Close, Whitley • Tower Road, Melksham including cul-de-sac off Blackmore Road • Sherwood Avenue/Savernake Avenue, Melksham • Wellington Drive, Bowerhill • Birch Grove, Bowerhill • Elm Close, Bowerhill 	Area Board to note	AB

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		<ul style="list-style-type: none"> Blackmore Road Cul-de-sacs, Melksham <p>Update from Area Highway Engineer (post meeting):</p> <p>The Ebenezer Chapel footway remains with the major maintenance team. The area office continue to monitor its condition as part of the council's highway inspection program. Funding for footway reconstruction has been agreed for the following sites:</p> <p>Corfe Road Melksham - £34,750.47 Sherwood Avenue Melksham - £25,173.73</p> <p>No update available for the Footway Slurry Sites.</p>		
b)	Deadline for submitting LHFIG 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>Requests to be sent to LHFIGrequests@wiltshire.gov.uk</p> <p>The deadline for our next meeting is 13th July 2023</p>	All to note	All
7.	<p>Dates of future meetings:</p> <p>27th July, 2nd November and 8th February 2024.</p> <p>Meetings to commence at 16:30 hrs and will be held on-line until further notice.</p>			

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Highways Traffic Officer – Mark Stansby

Area Highway Engineer – Andy Cadwallader

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG 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 LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£44,172.81**

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:

9-22-5 Melksham Wharf Court, 9-22-16 Berryfield Village Hall Signs, 9-22-19 Whitely Corsham Road footway barrier, 9-19-9 Bowerhill Falcon Way Bus stop & 9-23-6 A365 Bath Road / Shaw Hill

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7.2 To add the following Issues (without funding) to the Priority Schemes List:

9-23-3 Beanacre Westlands Lane Parking Review, 9-23-4 Semington Road Bus Gate, 9-23-5 Bowerhill Parking Review (various roads)
& 9-23-7 Melksham Parking Review (various roads)