

	Item	Update	Actions and recommendations	Who
	Date of meeting: 15 th August 2016			
1.	Attendees and apologies			
	Present:	Cllr Horace Prickett (Chairman), Cllr Graham Payne, Cllr Ernie Clark, Cllr Dennis Drewett, Cllr John Knight, Cllr Nick Blakemore, Roger Coleman (Parish rep), Lance Allan (Town Council), Kirsty Rose (Highways Wc), Pat Whyte (Highways WC), Mary Cullen (Community Engagement WC)		
	Apologies:	Cllr Stephen Oldrieve, Spencer Drinkwater		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed <i>Link can be found at</i> http://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cld=171&MId=8927&Ver=4		
3.	Financial Position			
		The allocation for 2016/17 remains at £7890		
4.	Top 5 Priority Schemes			

a)	Maple Grove, Trowbridge – white bar markings	These works are now complete. Item to be removed from issues log	Remove issues from Issues Log	
b)	Lambrok Road-Wingfield Road, Trowbridge cycle scheme	Scheme not viable as originally planned due to concerns over parking for school. Scheme now needs to be rethought, may require land purchase to push back into verges. Scheme to be pushed back to 2017 whilst options are explored.		
c)	Delamare Road, Trowbridge – white bar markings	These works are now complete. Item to be removed from issues log	Remove issue from Issues Log	
d)	Bratton Road, West Ashton – traffic calming	A substantive bid has been made. Outcome awaited, hopefully within the next month		
e)	Various locations, Trowbridge – waiting restrictions	<p>KR to progress to advert waiting restriction proposals at the following locations:</p> <ul style="list-style-type: none"> • Wingfield Road • Westcroft Street • Charles Street • The Moldens • Conigre • Hazel Grove • The Down • Waterworks Road • Baydon Close <p>The advert fees (£1000) is required from the 2016/17 budget in order for this to progress. £1,000 was previously agreed from CATG budget to support advertising of schemes.</p>		
		Cllr EC queried this in relation to policy of asking parish/town councils to match fund. Cllr EC Proposed request be made to Town Council for contribution, Seconded Cllr DD, Carried.	KR to ask TC for contribution. LA to follow up.	

5.	Other Priority schemes			
a)	Green Lane, Trowbridge – dropped kerbs	This work is now complete. Remove from issues log.	Remove from Issues Log	
b)	Mortimer Street, Trowbridge	KR reported that a traffic monitoring device had been deployed in this location. Results showed an average of 1,900 vehicles per day in the southbound direction towards Newtown and 3,300 vehicles a day in the direction towards Longfield roundabout. Cllr GR noted that traffic volumes have steadily been increasing and that County Way figures will likely also show an increase. He considered there was an argument for traffic lights at Longfield roundabout 24hrs a day. KR reported that Spencer Drinkwater was looking at updating the Trowbridge traffic model , she will pass on these concerns to be included. Cllr GP also asked that a 1 way system be reconsidered.	Action KR to liaise with SD re traffic count for Trowbridge, to include wider considerations.	
c)	Leap Gate, Paxcroft Mead – crossing request	KR requested a decision on whether to go ahead with a pedestrian survey in Sept when schools return, or to wait until 2017 when traffic patterns settle down. Cllr EC proposed that this wait until 2017 to coincide with other survey work in Hilperton, Seconded Cllr HP, carried.	KR to undertake pedestrian survey in 2017.	
d)	Parsonage Road, Paxcroft Mead – crossing request	Funding previously set aside for survey. Agreed at last CATG to hold and review in Autumn 2016. Cllr EC queried whether this was required as it is a No through road.	KR to Review in autumn	
e)	Innox Road, Trowbridge – lack of parking	Cllr JK had met with residents and representatives from Yerbury St. No further correspondence, proposed remove from list.	To remove from Issues log.	

f)	Hulbert Close – cycle link	This work has been completed with £4k match funding from Wiltshire Council Sustainable Transport.	TC contribution reduced to £2000, with £2000 from CATG budget. (This is reduced from £4000 from CATG budget).	
g)	Bradley Road and County Way, Trowbridge	Concerns raised re rising traffic volumes and the effect of traffic signal sequencing etc. It was noted that an updated traffic model of Trowbridge town centre area is being developed with updated count information and will be available in due course.	KR to ask Spencer Drinkwater for timescales.	
h)	Issue 4485 – Request for bus shelter, Frome Road, Trowbridge	KR conducted a site visit, could accommodate two bay cantilever shelter. However there are utilities in situ and unsure if foundations can be fitted in. There is also a need to establish if Town council will be taking on the bus shelter and maintenance into the future.	LA to take to Town Council for decision. KR to approach Tesco for possible contribution.	
i)	Issue 4420 – Pedestrian crossing request – The Down, Trowbridge	Pedestrian survey undertaken and pedestrian crossing assessment prepared. KR updated members on the results of the assessment and identified that the area did meet the criteria for a signal controlled formal crossing. Cost would be @ £30k, the school could apply through Taking Action on	A letter is to be prepared and sent on behalf of the Area Board/CATG to the relevant cabinet members to ensure schools are encouraged to	
j)	Issue 4472 – Speeding – Westbury Road, North Bradley	Awaiting metrocount results	KR to chase up results of metrocount	
k)	The Grove Primary School, Trowbridge	KR and HP attended a meeting with the school to discuss parking/drop off related concerns. It is possible to introduce an experimental order to utilise the lay-by for stop and drop while allowing residents/parents etc to comment on the scheme	KR to proceed with experimental order and advise school of need to apply for funding for second entrance. LA to take to TC for match	
6.	New Requests / Issues			

a)	Issue 4565 Double Yellow Line request- 42a and 42b Gloucester Road, Trowbridge	Request for waiting restrictions to keep driveway access clear. KR advised this could go through annual parking review or through CATG. Cllr DD proposed an alternative solution with a white line which would not require an order. KR advised this would cost @ £100. AC queried whether there were dropped kerbs at this location, otherwise this could not be done. KR will check dropped kerbs are in place. Cllr JK will liaise with residents to fund white lines if appropriate.	KR to check dropped kerb status. JK to liaise with residents affected.	
b)	Issue 4595 Dropped kerb request, Eastbourne Road towards Larkrise School	Dropped kerbs requested on route from Eastbourne Road to Larkrise School in order to provide an improved route for a special needs pushchair user. Cllr DD advised there is an alternative accessible route. He will liaise with resident concerned.	Cllr DD to liaise with resident affected.	
c)	Issue 4651 Trowbridge recycling centre, Canal Road	Concerns raised relating to queuing vehicles on Canal Road waiting to access HRC. Despite an extra hours opening the roads remain congested and members have received a number of complaints. Several members expressed the view that the facility needs relocating. Cllr EC asked if a no right turn TRO might resolve the issue. KR will visit to assess the situation. Cllr GP queried whether a second gate might help by allowing a one way system with no right turn into the site. KR will look into these options. Cllr RC noted available land within proposed development areas where the site could be relocated. Cllr EC asked that this idea be followed up with the cabinet member. KR will follow these points up.	KR to undertake site visit to explore any possible traffic management solutions. KR to write to Cllr Toby Sturgis re possible relocation of facility in long term.	

d)	Issue 4688 20mph signage, College Road, Trowbridge	KR sought clarity on whether this scheme was to be shelved or taken forward through CATG, given that Selwood Hsg had declined to contribute to cost of signage. Cllr GP asked that CATG fund the scheme if Town Council would support. KR noted that this would mean an extra CATG contribution of £1250. Cllr GP proposed and Cllr JK seconded this option, carried. LA to take back to Town Council	LA to seek £1250 funding from Town Council. Area board recommended to agree extra £1250 CATG funding to support scheme subject to Town council supporting.	
e)	Issue 4772 The Rank, North Bradley – Yellow Line request	Request for waiting restrictions between Winchester Close and The Rank. Parish Council to determine support. KR to explore parking restriction options.	KR to explore parking restriction option.	
f)	Issue 4765 Speeding Bradford Road Trowbridge	The requester has been asked to complete a metrocount request form		
g)	Issue 4757 Speeding on County Way and Frome Road, Trowbridge	The requester has been asked to complete a metrocount request form		
h)	Issue 4713 Speeding on Wiltshire Drive, Trowbridge	The requester has been asked to complete a metrocount request form		
i)	Issue 4664 Speeding on Green Lane, Trowbridge	The requester has been asked to complete a metrocount request form		
7.	Other items			
a)	Cllr EC noted that both he and Cllr Steve Oldrieve had requested metrocounts on Leap Gate.	Kr advised that these had not been actioned as yet, waiting until traffic flow settles. This was noted and agreed by Cllr EC.	KR to action early 2017.	

b)	KR brought to members attention need for dropped kerbs on Mortimer Street. Cllr GP noted main issue in this area was overhanging trees. A further issue was an unsteady wall. He suggested that landowner be contacted in relation to these issues as a first step. It was noted that this is a key route to school and that action is required before September.	Cllr GP proposed vegetation is cut back as first step. Cllr HP asked that Town Council chase up with Landowner. Cllr DD suggested that putting the issue through the MyWiltshire app can help to get it resolved quickly.	LA take to Town Council to chase landowner / report issue through MyWiltshire app.	
	Cllr RC reported an issue with parking issues at Corner of Orchard Close		RC and PW will liaise about parking on the corner of Orchard Close and the overthrowing hedges in the same close on the opposite corner.	

Trowbridge Community Area Transport Group

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 Trowbridge 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, Trowbridge Area Board will have a remaining Highways funding balance of **£9225.60**

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.