

CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

12th December 2016

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
1.	Attendees & Apologies				
	Present	Councillor Maurice Dixson (MD) Chair CATG Councillor Nina Phillips (NP) Councillor Lesley Palmer (LPa) Councillor Angela Williams (AW) Councillor Chris Caswill (CC) Councillor John Scragg (JS) Martin Rose (MR) Paul Bollen (PB) Adrian Jones (AJ) Victoria Welsh (VW) Spencer Drinkwater (SD)			
	Observers	Anne Sherwin resident of Hamlet			
	Apologies	Cllr Bill Douglas			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
2.	Notes of the last meeting				
		<p>The minutes of the previous Chippenham CATG meeting held on 19th September 2016 were agreed at the Chippenham Area Board meeting on the 7th November 2016.</p> <p>Agenda & Draft Minutes Chippenham Area Board Monday 7th November 2016</p>	Agreed		
3.	Financial Position				
		<p>The financial position as of 23/11/16 for the Chippenham CATG is as follows: 2016-17 allocation = £18,087.00 2015-16 underspend = £20,987.78 Agreed 3rd party contributions £15,987.50 Total Budget = £55,062.28 <u>Less</u> current commitments= £37,547.8.67 Current Balance = £17,515.19</p> <p>If The Area Board agrees all of the recommendations in this document and the relevant 3rd party contributions are confirmed the Chippenham CATG will have a balance of £13,801.48</p> <p>SD clarified the process by which CATG budget allocations were devolved to the Area Boards.</p>	<p>Noted by Chippenham CATG</p> <p>CATG recommendation – Chippenham Area Board to note the financial position</p>		

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4.	Priority 1 Schemes				
4a	<p>See the following:</p> <p>4027 Long Ridings 4234 Chamberlain Road 4235 Picket Leaze 4327 Hill Corner Road 4675 Westcroft</p>	<ul style="list-style-type: none"> • It was agreed at the last CATG meeting that dropped kerbs would be gathered together as one combined item in the Priority 1 section. • In reaching this understanding the Committee had been advised that the Area Board would be making a contribution of £8000 and also that Chippenham Town Council has been asked to make a £2,000 contribution. • As set out in the papers a number of these schemes are shown in the Priority 2 category will all appear in priority 1 in the paperwork for the next meeting and should be treated as such today. • CATG agreed that the fairest and most efficient way to deal request for dropped kerbs was to consider them all together once a year to maximise the budget • CATG agreed that requests for dropped kerbs should in future demonstrate community benefit; requests for the benefit of individuals will not be considered. • 7-Nov-16 Chippenham Area Board noted and agreed recommendations • 4675 - Westcroft completed 	<p>Noted by Chippenham CATG</p> <p>CATG recommendation – Chippenham Area Board to note the remaining dropped kerbs will be progressed in the New Year</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4b	<p>Issue No: 3013 Blackthorn Mews / Canal Road / Lodge Road Upgrade pedestrian crossing</p>	<ul style="list-style-type: none"> • Scheme supported by Chippenham Town Council on 14 October 2013: • Pedestrian Count identified 791 individuals crossing to access Kings Lodge School. Highways officers advise: <ul style="list-style-type: none"> ○ Movements in the area have increased due to the Rise Trust building ○ Poor visibility due to parked vehicles • There is a pedestrian assessment in process at the moment: <ul style="list-style-type: none"> ○ Assessing the number of pedestrians ○ Traffic and conflicts ○ What improvements can be provided? • Pedestrian Assessment Report to be circulated to CATG members 	<ul style="list-style-type: none"> • MR to provide indicative costs for CATG • CATG will consider at the next CATG meeting 7-Feb-17 with a view to recommending a bid to Substantive Scheme 2017-18 supported by a contribution of approximately £5,000 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4c	<p>Issue No: 3866 Woodlands Road, Chippenham</p> <p>Lamp post 2 Improvements to bus stop</p>	<ul style="list-style-type: none"> • 2-Apr-15 Chippenham Town Council considered this matter and supported investigation into the feasibility of adding road markings from the bus stop to the junction with Bristol Road. • CATG agreed that a “bus cage” marking was required on the carriageway. • Phil Grocock (PTU) has discussed with MR .Bus stop clearway must be consulted upon. Wiltshire Council Highways Team will contact residents over proposals and a suitable notice will be placed on the highway to enable others likely to be affected to be aware of the proposal and to be able to register any objections. • Town Council has agreed location and will print and distribute letters • CATG recommended Chippenham Area Board allocate £600 towards the cost of this scheme conditional upon 25% contribution from Town Council. • Ann Chard contacted regarding Town Council contribution. Consultation letter to be issue May 2016 • MR to progress this request and update at next CATG meeting • Chippenham Town Council has identified a new location further from Plantation Road, less likely to impact parking. Newsletters to be delivered to households 12-Dec-16. . Consultation closes end of January 2017. 	<ul style="list-style-type: none"> • MR to progress this request and update at next CATG meeting 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4d	<p>Issue No: 3868 Woodlands Road, Chippenham</p> <p>Install a new bus stop, half way along Woodlands Road near Canterbury Street</p>	<ul style="list-style-type: none"> • 2-Apr-15 Chippenham Town Council considered this matter and recommends more investigation work is carried out to determine the feasibility of installing a new bus stop in Woodlands Road • Bus stop location proposed by JSc. • Phil Grocock (PTU) has discussed with MR and it has been agreed that in order to proceed, residents (and businesses where applicable) must be consulted. Wiltshire Council Highways Team will contact residents over proposals to install bus stop clearway signs and markings, and a suitable notice will be placed on the highway to enable others likely to be affected to be aware of the proposal and to be able to register any objections. • Town Council agreed location of bus stop, letters printed and distributed June 2016 • A number of objections have been received from residents. • Amended drawings issued to Chippenham Town Council 5th August 2016 • New location for bus stop to be identified • Consultation on amended bus stop locations is due to take place in early 2017. • Depending on the outcome of the consultation the new bus stops will be in place by the spring of 2017. 	<ul style="list-style-type: none"> • MR to progress this request and update at next CATG meeting 	1	MR & JS

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4e	<p>Issue No: 3885 Plough Lane, Kington Langley</p> <p>Extend kerbing Request to extend the kerbing that starts at the school and finishes at the Chapel - extend to the entrance of the Stables in Plough Lane, Kington Langley</p>	<ul style="list-style-type: none"> • Issue requested by Parish Council. • MR carried out site visit, specialist materials are required. • Cost estimate of £21,039.43. High cost due to specified natural granite kerb and large number of unknowns regarding drainage. • MR has identified an alternative option using concrete product costed at £17,500 • MD confirmed Parish Council will support substantive scheme and make financial contribution • Parish Council has discussed and agreed in principle contribution of £2,500 	<ul style="list-style-type: none"> • MR to provide indicative costs for CATG (anticipated to be approximately (£17,500)) • CATG will consider at the next CATG meeting 7-Feb-17 with a view to recommending a bid to Substantive Scheme 2017-18 supported by a contribution of approximately £5,000 	1	MR
4f	<p>Issue 4172 The Hamlet, Chippenham</p> <p>Vehicles ignoring No Entry signs The Hamlet Request for size of the entrance to The Hamlet to be reduced</p>	<ul style="list-style-type: none"> • Issue originator has raised 4 issues 4172, 4173, 4326 & 4331 (4173 & 4331 closed as duplicate requests) • Chippenham Town Council does not support reducing the size of the entrance to the Hamlet as access is required for refuse and emergency vehicles • In October 2015 Chippenham NPT deployed officers to issue verbal warnings to drivers ignoring the signage • Single 'No entry' sign currently in place which is legal. Additional sign could be installed but will require lighting 	<p>CATG recommendation to Chippenham Area Board:</p> <ul style="list-style-type: none"> • To note confirmation that the contribution from Chippenham Town Council has been increased to £2,125 • To approve the additional contribution from CATG funding of £1,375 to this scheme, a total CATG contribution of £6,375 • To request that Wiltshire Police pay particular attention to this location following the significant investment by Wiltshire Council 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> • MR to investigate the options for refuse lorries accessing The Hamlet • Site meeting with residents 29-Feb-16. Outline design and costing to be prepared • Design and estimated cost £11,000 presented to CATG • Metro Count results: • <u>Site 1 - Between Hamlet Court and 1 The Hamlet</u> Mean = 14.1mph, 85th percentile = 19.0mph • <u>Site 2 - Between 10 and 11 The Hamlet</u> Mean = 9.6mph, 85th percentile = 11.6mph • 12-May-16 Chippenham Town Council agreed their 25% contribution scheme • MR advised costs reduced the requirement to illuminate the regulatory signs has now been removed (TSRGD 2016.) scheme cost reduces to approx. £6000. • “No Entry” painted on the road at other end of road will be included in works carried out by signing and lining team as part of other works – no cost incurred by CATG • BD did not support this scheme. He stated: <ul style="list-style-type: none"> ○ The number of drivers ignoring the signs not clear but didn't seem particularly high 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> ○ He was not persuaded that the measures proposed would deter drivers from using the route as a short cut ● 7-Nov-16 Chippenham Area Board agreed CATG recommendations: <ul style="list-style-type: none"> ○ To allocate £4,500 to a scheme to narrow the entrance by extending the footpath on one side of the road and creating a traffic island on the other, plus an unlit sign conditional upon a contribution of £1,500 from Chippenham Town Council ○ The issue originator is advised that this scheme represents all that Wiltshire Council Highways Team can reasonably do to address this issue. ○ In the event that drivers continue to ignore the signage, the only remaining option is police action. ● Works order to be issued to contractor. Implementation date to be agreed. Anticipated February 2017. ● It has now been confirmed that the sign will require lighting; the cost of scheme therefore increases to £8,500. The increased CATG contribution would be £6,375; the Town Council has been asked to increase their contribution to £2,125. To be discussed at CATG meeting on 12th December and further recommendation made to the Area Board. ● CATG agreed that as this scheme had 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<p>already been approved, the additional funding allocation should be recommended to Chippenham Area Board for approval.</p> <ul style="list-style-type: none"> CATG agreed that this scheme represents all that Wiltshire Council Highways Team can reasonably do to address this issue. Support from partners in Wiltshire Police would be required to enforce the scheme. 			
4g	4385 B4039 Fowlswick Lane crossroads	<ul style="list-style-type: none"> Two road traffic collisions have occurred at the crossroads on the B4039 between the A420 and Yatton Keynell recently one on 28-Jul-2015 and the other on 11-Dec-15. One occurred from the Kington St. Michael side where a driver pulled out in front of an oncoming vehicle and the other was a driver coming from the Biddestone side who did not see the Give Way sign. Can the signage at the crossing and coming up to the crossing. CATG agreed that signage could be improved on approach to crossroads Allocate as Priority 1 scheme pending response from Chippenham Without Parish Council and agreement to contribute 25% of costs MR advised CATG that Chippenham Without Parish Council requested to pay 25% contribution of £750.00 over 4 years. Parish Council was advised that this was not possible. Chairman of Parish Council has requested 	CATG recommendation – Chippenham Area Board to allocate £2,138 to this scheme, conditional upon a contribution of £713 from Chippenham Without Parish Council.	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<p>a meeting with MR (meeting held 13/09/16)</p> <ul style="list-style-type: none"> • Major Maintenance has recently carried out work in this area including road markings and stud work hence addressed much of the work requested. • MR advised that the remaining signage work is estimated at £1,200. The 25% contribution required from the Parish Council will therefore be £300 • CATG agreed that MR should present Parish Council with firm costs and request parish contribution in one payment. If not agreed this request should be removed with no further action at this time. • CATG recommend that the Parish Council precept in future for Highways scheme • MR will provide firm costs to Parish Council and request a financial commitment of 25% contribution. This amount will be required in one payment. • MR confirmed costs £2,851. • MR held site meeting with Chippenham Without Parish Council representative; scheme agreed and Parish Council has confirmed it will contribute 25% towards the cost of the scheme. 			

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4h	4615 Lowden Chippenham	<ul style="list-style-type: none"> • Lowden being used as a rat run for HGV's and cars being damaged. Request for preventative measures including Width Restriction and better Height Warning signs on Lowden • MR advised that bridge height warning signs (10ft) is currently in place alongside 'unsuitable for HGV's' sign at Rowden Hill junction Further warning sign 130yds in advance of bridge. Unsuitable for width restriction. Further bridge height signs felt unnecessary and only add to street clutter. One option is to upgrade current unsuitable for HGV's sign to include pictorial representation of HGV. Diagram no. 820 • CATG agreed to recommend to £100 expenditure on No HGV. Sign MR will include as part of ad-hoc signing schemes in Chippenham area • CATG recommendation to Chippenham Area Board that this request is elevated to Priority 1 and allocated £100. • 2 no. new 'unsuitable for HGV' signs to be erected at the junction of Lowden / Rowden Hill. Wiltshire council to speak with manager of TSD re. Delivery vehicles making 'U' turn in Pavely Close. Further options for improvement are unfortunately limited. • Tile supply company has advised highways of plans to relocate the business which will resolve the majority of the issue 	CATG recommendation – Chippenham Area Board to note that this scheme will be implemented in the New Year	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4i	Issue 4382 Leigh Delamare	<ul style="list-style-type: none"> • There are no signs to signify that drivers have entered Leigh Delamere .There is a blind bend and as the road from the motorway bridge west of Leigh Delamere is quite wide and straight vehicles approach much too fast • Metro count results • Mean = 30.2mph, 85th percentile 37.1mph • MR advised that a speed limit is unlikely given small numbers of properties along the length in question • Village boundary signs with road safety message may be applicable in this instance • Parish Council supports request and proposal for village boundary signs • Estimated cost for this request and 4357 Clapcote, Grittleton £1,000 • CATG agreed that this request should be Priority 1 and dealt with as part of the Rural signing works in Chippenham Area (Clapcote 4357) and (Nettleton 4957) • CATG recommendation to Chippenham Area Board this request is Priority 1 as part of the Rural signing works for both Leigh Delamare and Clapcote and allocated £750, conditional upon a contribution of £250 from Grittleton Parish Council • 7-Nov-16 recommendation agreed by Area Board • MR confirmed Work Order issued 	<p>CATG recommendation – Chippenham Area Board to note that this scheme will be implemented in the New Year</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4j	4764 Opposite the Star Inn The Street Hullavington	<ul style="list-style-type: none"> • Request for re-levelling surfacing of bus stop area • Request from Parish Council • Estimated cost £2,500 • CATG recommendation to Chippenham Area Board – this request is not a priority for the community area and should be closed with no further action at this time. • 7-Nov-16 Chairman of Hullavington Parish Council attended the Area Board meeting, challenged the CATG recommendation and asked that the request was reconsidered by CATG. • Chippenham Area Board instructed CATG to reconsider at next meeting 12-Dec-16. • 12-Dec-16 CATG reconsidered this request. MD and MR have visited the site and support the request. CATG agreed it should be elevated to Priority 1. • MR advised that bank retention and footway will be required. Cost approximately £5,000 • CATG noted that works on the highway require 10 million liability before work may commence. 	<ul style="list-style-type: none"> • MR to liaise with Hullavington Parish Council and Neighbourhood Planning Team, design and cost the scheme. • MR to prepare design and costs for next CATG meeting 7-Feb-17. 	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
4k	<p>4049 near St Marys School, Chippenham</p> <p>Install Safety Barriers to improve pedestrian safety on path near St Marys School</p>	<ul style="list-style-type: none"> • Considered by Town Council 25 June; they supported the installation of safety barriers or similar to improve pedestrian safety • MR will assess land ownership when time permits and provide guidance for CATG at future meeting. • Path is privately owned, where it meets footway it becomes the highway. • MR has assessed site and recommends the installation of another barrier cost £800 	<ul style="list-style-type: none"> • VW to contact Chippenham Town Council to request £200 contribution towards the cost of the scheme • CATG recommendation – Chippenham Area Board to allocate £600 to this scheme, conditional upon a contribution of £200 from Chippenham Town Council. 	1	VW
5.	Priority 2/Pending Schemes				
5b	<p>Issue 3979 Sevington Grittleton</p> <p>Request for passing bay to formally constructed due to ongoing damage to verges.</p>	<ul style="list-style-type: none"> • Issue submitted by Grittleton Parish Council. • Increased traffic, additional vehicles including coaches now visiting Sevington Victorian School • Specific location confirmed by LPa. MR to undertake site visit and assess when time permits; MR to liaise with Parish Council regarding viability of this scheme • MR to update at next CATG meeting following site visit. • MR to visit Brendan McCarron Vice Chairman of Parish Council to establish number of passing bays required 	MR to visit Cllr McCarron and update at next meeting with costings	2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
5c	<p>Issue 4052 B4039 Burton Village.</p> <p>Concerns relating to speeding traffic through Village. Request for traffic calming including VAS, coloured surfacing, additional signing and road markings.</p>	<ul style="list-style-type: none"> • 17-Aug-15 Nettleton Parish Council confirms support for this request (Duplicate issue 4070 closed) • Metro Count results: <ul style="list-style-type: none"> • The Street (near Pear Tree House) (30mph limit) 85th percentile = 39.4mph • Mean = 33.7mph • B4039 Hillside (40mph limit) <ul style="list-style-type: none"> • 85th percentile = 47.2mph • Mean = 40.7mph • C161 nr junction of Toll Down Way (30mph limit) <ul style="list-style-type: none"> • 85th percentile = 32.0mph • Mean = 25.9mph • CATG noted that Speedwatch is in operation at this location • MR is awaiting contact from Nettleton Parish Council. 	<ul style="list-style-type: none"> • MR to provide update at next CATG meeting 	2	MR
5h	<p>4598 B4039 Tiddleywink</p>	<ul style="list-style-type: none"> • Request for 'SLOW' sign on bend (for eastbound traffic) and reduction in speed limit from 40mph to 30mph. Parish Council support but request metro-count • MR to arrange for Metro Count to be carried out • Doesn't meet criteria for reduction to 30mph • Metro count results awaited 	<ul style="list-style-type: none"> • MR to provide update at next CATG meeting 	2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
	4865 – Speeding Hungerdown Lane	<ul style="list-style-type: none"> Issue correspondent asked to complete Metro Count request form To be referred to Chippenham Town Council once results of Metro Count are known 	<ul style="list-style-type: none"> To be referred to Chippenham Town Council once results of Metro Count are known 	2	MR
	4967 – Streetlight for Barn Close, Chippenham	<ul style="list-style-type: none"> 8-Dec-16 - Town Council supports this in principle but would request that a review be carried out to ensure the expense is justified. 	<ul style="list-style-type: none"> MR to establish whether there is an alternative funding stream for street lighting or whether funding for new streetlights is included in the CATG remit. MR to assess and provide outline costs 	2	MR
	4979 – Additional Streetlights requested Wood Lane/Bolts Croft Pewsham	<ul style="list-style-type: none"> 8-Dec-16 The local Member highlighted this as a safety issue and therefore the Town Council supports in principle <u>one</u> streetlight 	<ul style="list-style-type: none"> MR to establish whether there is an alternative funding stream for street lighting or whether funding for new streetlights is included in the CATG remit. MR to assess and provide outline costs 	2	MR
	<p>5016 - Pedestrian Safety St Mary Street near Snowdrop Nursery</p> <p>Request is for road signs that indicate children and their parents/carers may be in the area crossing roads and a pedestrian crossing.</p>	<ul style="list-style-type: none"> 8-Dec-16 - The Town Council supports in principle warning signs but not a crossing. MR advised that Dft guidance is to reduce the amount of street clutter not increase signage. LP asked whether there was any information on street signage to evidence how effective it is 	<ul style="list-style-type: none"> MR to provide Dft guidance and any other supporting evidence regarding street signage for next CATG meeting MR to assess and provide outline costs CATG to discuss and consider whether additional signage is appropriate in this area 	2	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
6.	Dropped kerbs Exercise (26 June 2017)				
6a	4884 – Dropped kerbs near Redlands shops	<ul style="list-style-type: none"> • Before referring to Chippenham Town Council CATG need to decide when next annual review of request for dropped kerbs will take place. • CATG agreed to carry out dropped kerb exercise annually in June • In 2017 CATG will consider on 26-Jun-17 	<ul style="list-style-type: none"> • VW to inform Town and Parish Councils of timetable for dropped kerb exercise • CATG recommendation – Chippenham Area Board to note that the exercise to consider requests for dropped kerbs will take place in June 2017 	2	VW
7.	Requests for Waiting Restrictions				
7a	4922 – Parked vehicles near Telephone exchange Cocklebury Rd, Chippenham obscuring view of drivers exiting car park	<ul style="list-style-type: none"> • Issue correspondent requests waiting restrictions are altered to improve drivers view • CATG agreed that the whole area around the station would benefit from attention • CATG agreed that comments should be forwarded to: <ul style="list-style-type: none"> • Tim Martienssen for consideration as part of the Master Plan for the Railway Station • The Town Council for consideration within the Neighbourhood Plan • CATG noted that Chippenham Town Council does not participate in the countywide process to consider requests for double yellow lines 	<ul style="list-style-type: none"> • VW to issue WR1 form to the issue correspondent • VW to forward CATG comments to Tim Martienssen • VW to forward comments to Town Council • VW to request clarification from Highways Team regarding process for waiting restriction requests in Chippenham 	N/A	VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
7b	4923 - Parked vehicles near Telephone exchange Cocklebury Rd, Chippenham obscuring view of drivers exiting car park	<ul style="list-style-type: none"> Issue correspondent requests a convex traffic mirror be placed opposite to the exit to allow drivers to see down the road prior to attempting to exit the car park MR advised that a full risk assessment is needed before installing a mirror. He would not recommend this solution as in his professional opinion it carries risks e.g. mirrors can be damaged or tampered with, view can be distorted 	VW to refer to Town Council for comment highlighting MRs professional opinion and recommendation.	N/A	VW
7.	Agreed Priority 1				
		<p> 4027 Long Ridings 4234 Chamberlain Road 4327 Hill Corner Road 4235 Picket Leaze </p> <p style="text-align: right;"><i>} Dropped Kerbs</i></p> <p> 3013 Blackthorn Mews/Canal Rd/Lodge Rd 3885 Plough Lane, Kington Langley 3866 Woodlands Road 3868 Woodlands Road 4172 The Hamlet, Chippenham 4385 B4039 Fowlswick Lane crossroads 4615 Lowden, Chippenham 4764 Star Inn 4049 St Marys footway barrier </p>	<p>Issues 4027, 4234, 4327, and 4235 are treated as a single priority 1</p> <p>Issues 3013 & 3885 to be considered for substantive CATG bids in 2017/18</p> <p>Issues 4615, 4597 & 4815 are treated as single priority under the heading 'Minor signing improvements Chippenham community area'</p>	1	MR

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
8.	AOB				
8a	4631 Hill Corner Road Chippenham	<ul style="list-style-type: none"> • Request for HGV ban on Hill Corner Road • SD advised that CATG will have an opportunity to select this location as a priority under the Freight Assessment and Priority Mechanism (FAPM) exercise in February 2017 • SD confirmed that this request is not within the remit of the CATG as it is dealt with as part of FAPM. 	<ul style="list-style-type: none"> • VW to be remove this request from the Action Tracker as this is not a Highways Improvement Request for CATG funding • SD will lead the FAPM exercise at CATG meeting 7-Feb-17. SD will provide a list of the locations in the Chippenham area and evidence to assist CATG with making an informed recommendation to Area Board 	N/A	SD
8b	Major Maintenance in 2017/18	<ul style="list-style-type: none"> • PB provided update. 3 of the 16 sites selected by Chippenham CATG and Chippenham Area Board in 2016/17 have been completed: <ul style="list-style-type: none"> ○ Tugela Road ○ Wedmore Avenue ○ Ridings Mead/Long Ridings • 13 of the sites selected have not been completed: <ul style="list-style-type: none"> ○ Ford to Slaughterford ○ Leigh Deli South ○ Ladyfield Rd ○ Fogamshire ○ C173 Nettleton ○ Derby Close ○ Grittleton Dead Hill ○ Ham Lane Biddestone ○ Cuttle lane to Giddea Hall ○ Ashes Lane Biddestone ○ Days Lane A350 ○ Brook St ○ Audley Rd/Junction Marshfield 	<ul style="list-style-type: none"> • CATG recommendation – Chippenham Area Board to agree that the sites selected in 2016/17 that have not been completed should be priorities for 2017/18: <ul style="list-style-type: none"> ○ Ford to Slaughterford ○ Leigh Deli South ○ Ladyfield Rd ○ Fogamshire ○ C173 Nettleton ○ Derby Close ○ Grittleton Dead Hill ○ Ham Lane Biddestone ○ Cuttle lane to Giddea Hall ○ Ashes Lane Biddestone ○ Days Lane A350 ○ Brook St ○ Audley Rd/Junction Marshfield 	N/A	VW

	Item	Update	Actions & Recommendations	Priority 1= High 2=Low	Who
		<ul style="list-style-type: none"> CATG expressed dissatisfaction with the process to consider Major Maintenance. The group felt that the information was not clear and that insufficient time was available to make a recommendation to Chippenham Area Board 	<p>VW to establish a method by which Chippenham CATG may have time to consider any additional roads they would like to add to the list for major maintenance in 2017/18 and make a recommendation to Chippenham Area Board.</p>		
8b	Process for requesting waiting restrictions in Chippenham	<ul style="list-style-type: none"> Requests for waiting restrictions are submitted using a WR1 form via Town & Parish Councils Chippenham Town Council has declined to participate in this process Highways Team has been asked to clarify how waiting restrictions Chippenham should dealt with 	<ul style="list-style-type: none"> Highways to provide update for next CATG meeting 	N/A	JM
<p style="text-align: center;">Date of Next Meeting: 7th February 2017 10:00 – 12:00 Education Room, The History Centre, Chippenham</p> <p style="text-align: center;">Future meetings: Tuesday 4th April 2017 Tuesday 6th June 2017 Tuesday 15th October 2017</p>					

Chippenham Community Area Transport Group

Highways Officer – Martin 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 3rd party contributions are confirmed, Chippenham Area Board will have a remaining Highways funding balance of £13,801.48

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