

## MELKSHAM COMMUNITY AREA TRANSPORT GROUP (CATG)

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### NOTES OF THE MELKSHAM COMMUNITY AREA TRANSPORT GROUP (CATG) MEETING HELD ON 19 JANUARY 2107 AT MELKSHAM FIRE STATION.

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1 **Note Tracker**

Please refer to the attached Note Tracker.

If you have any questions about the attached Note Tracker please contact:

e-mail: [georgia.tanner@wiltshire.gov.uk](mailto:georgia.tanner@wiltshire.gov.uk)

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Minute Item 1

	Item	Update	Actions and recommendations	Who
	<b>Melksham CATG - Date of meeting: 19<sup>th</sup> January 2017</b>			
1.	<b>Attendees and apologies</b>			
	Present: Apologies:	Roy While, Mark Stansby, Spencer Drinkwater, Pat Aves (Melksham TC), Mary Jarvis (Broughton Gifford), Thelma Carr (Seend), Andy Cadwallader, Alan Lee (Atworth), Alan Baines (MWPC), Jon Hubbard (Melksham TC)		
2.	<b>Notes of last meeting</b>			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 16 <sup>th</sup> November 2016.  Alan Lee asked if the link for the 'Guide to the cost of highway works' document by Highways. Link is <a href="http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/costwiltshighwaysworks.htm">http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/costwiltshighwaysworks.htm</a>	CATG to note.	
3.	<b>Financial Position</b>			
		Finance sheet was presented. Current Balance = £11,479.77	Area Board to note.  Scheme 3991 in Atworth has come in under budget £530. Cllr Roy While suggested that we offer the savings to the parish who have made a significant contribution to this project. All agreed with this approach.	Highways to invoice

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<b>4.</b>	<b>Top 5 Priority Schemes</b>			
a)	Seend High St – Traffic management features at narrow section	The sign suppliers have revisited the site with highways. Adjustments to the sensors and timings have been made. Highways now content with their operation.  Awaiting confirmation from Parish Council that all is in order.	Parish have provided confirmation that the signs are working effectively and are pleased with their effectiveness. To recommend to the Area Board that this is closed.	
b)	Melksham Snowberry Lane – new bus shelter	Council legal team have been liaising with Hallam, the Agent for the Land Owner. Cllr Hubbard to liaise with the Agent and report back to CATG.	Still chasing. Area board to note.	Cllr Hubbard
c)	Melksham Kenilworth Estate – 20mph speed limit	Revised Estimate now £7,500. Scheme to be implemented in two phases. Phase 1 – signs, Phase 2 road markings and coloured surfacing. Town Council have agreed to increase their contribution to £2,000.  Signs to be installed by 27 January when Legal Order comes into force.  Construction pack for surface treatment and road markings issued – completion anticipated at end of financial year.	Area Board to note.	
d)	3715 Melksham Tower Rd - Devonshire PI shared use footpath link.	Cost of construction estimated at £8,974.97, inclusive of legal fees. Town Council to fund £3,000, CATG £6,000.  Work commenced on 9 January for anticipated period of 10 days.	This has been completed. Accounts to be settled. Area Board to note.	Highways to invoice
e)	3843 Drop Kerbs, Corsham Rd, Whitley.	Revised estimate stands at £3,968.93. Area Board £500, CATG to fund £2,468.93 with the Parish contribution agreed at £1,000.	Area Board to note.	

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		Construction pack nearing completion. Build now anticipated in April.		
<b>5.</b>	<b>Other Priority schemes</b>			
a)	3991 Atworth Zebra Crossing improvements.	Awaiting upgrade of flood lighting above the crossing – Contractor has been chased.	Area Board to note	
b)	4158 Berkshire Green "Cyclists Dismount" sign.	Remedial measures now complete.	To recommend to the Area Board that this issue be closed.	
c)	4182 Drop kerb opposite De Havilland PI, Bowerhill.	Remedial actions now complete. Final account settled at £1,458.68. No additional costs to be charged to AB, CATG or PC (contributions fixed at £400 each).	To recommend to the Area Board that this issue be closed.	Highways to issue invoice.
d)	4371 Atworth Mead Park and Chapel Rise. Dropped Kerbs.	Detail design complete. Estimate stands at £2,000 and the Parish have agreed a 1/3 contribution of £667.  Work substantially complete.	Area Board to note.	
e)	Issue 3895 Bus shelter outside United Reform Church, Melksham High Street	Town Council to fund new Shelter - CATG to fund demolition of existing and preparation of hard standing area estimated at £5,000.  Construction pack has been issued. Work to commence on 20 January.	Bus shelter has been removed. Work should be complete by the end of the month. Area Board to note.	
f)	4532 Request from Parish Council for Berryfield Nameplate	Work complete and final account settled at £276.62. Parish contribution to be reduced to £76.62.	To recommend to the Area Board that this issue is closed.	Highways to issue invoice.

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	g)	4789 – A361 Semington Roundabout – request for safe crossing point between Little Marsh and Semington	Site meeting with Parish held on 16/12/16.  Preliminary design work underway.	Area Board to note.	
	<b>6.</b>	<b>New Requests / Issues</b> (issues can be viewed in full from Area Board section on Wiltshire Website)			
Page 6	a)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	Issue was placed on reserve list for a 20 mph assessment in 2014. MTC would like Metrocount. Cllr Hubbard to liaise with residents and report to highways.	RS to send metrocount form to Jon H, to discuss with residents and fill in form.	Rhys Schell & Cllr Hubbard
	b)	4044 Speeding, C19 Ashton Common.	This is a straight section of road from Stoney Gutter past Bullen Hill Farm. 85th percentile speeds were 49.9mph with mean speed of 42mph.  Results issued to Parish Council – awaiting their comments.	No further response from Parish on the issue. To recommend to the Area Board that this issue is closed.	
	c)	4283 Kerb required Melksham Lane, Broughton Gifford.	Approximate cost = £5,000 to include minimum 2 day road closure. Melksham Lane is on the resurfacing list but no timetable can be given.  PC to speak to the haulage company.	Parish reported that interim measures have been taken. Will be reviewed when resurfacing of the road takes place. To recommend to the Area Board that this issued is closed.	
	d)	4554 Atworth Bradford Road – request to consider positioning of Children Warning Sign	Approx cost of new sign £250.  PC have noted that the obstruction has been cut back and residents have not complained since. Issue parked.	To recommend to the Area Board that this issue is closed.	
	e)	4680 & 4871 Melksham, Union Street – request for an “access only” Order.	A briefing note (Appendix 1) has been issued to Town Council for consideration.  Town Council to comment in due course.	Area Board to note.	Town Council

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f)	4715 Bowerhill Lancaster road, Merlin Way – request for 4 x dropped kerbs.	There are two private accesses requiring a pair of drop kerbs and also 1 pair of drop kerbs at Merlin Way (entrance to Denmans). Improvements to the surface at the entrance to Denmans would also need to be made to make this pedestrian / wheel chair / push chair / motorised buggy friendly. Day time access would need to be maintained and an uplift for out of hours working should be anticipated here. As a ball park estimate, suggest £4,000 to cover the two standard crossing points and £5,000 at the entrance to Denmans. Update from Cllr While.	To recommend to the Area Board that this issue is closed.	
g)	4719 Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate.	Two bollards and removing the “except buses” notice: £600. A more comprehensive scheme to remove all signs and posts and replace with six bollards would cost approximately £2,000. CATG agreed to support the basic solution. Town Council must pay for the comprehensive solution.  Awaiting feedback from Town Council.	Still awaiting comments from the Town Council.	Town Council
h)	4776 - A350 Hagg Hill junction with C19 Common Hill – request for larger left filter lane	Awaiting comments from Parish Council.	To recommend to the Area Board that this issue is closed.	
i)	4864 – Melksham Spa Road – speeding between Market Place and New Lawns	Metrocount results showed 85 <sup>th</sup> percentile speed of 30.4 mph and average speed of 25.9 mph. This location does not meet the criteria for enforcement measures.	To recommend to the Area Board that this issue be closed.	
j)	4930 – Melksham Roundpond – parking issues	New issue supported by Town Council  Site inspection has been made. Work at Blenheim Care home appears to be complete. Parking available at Blenheim at time	Spencer Drinkwater to check plans for Bleinheim House re: car parking.	Spencer Drinkwater

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		<p>of visit. Spaces also available at rail station car park. Off-street parking by Gym was full, approximately 8 vehicles were parked opposite to gym, on-street. Parking controls can be considered to regulate on street parking.</p> <p>Next assessment of parking in Melksham anticipated during 2017/18 but changes are unlikely to be implemented until 2018/19. There is an option to fast track requests via the CATG, although the cost of advertising changes and implementation will have to be met by the CATG. A ball park estimate to process this scheme is £4,000 including legal fees.</p>		
k)	4960 – Broughton Gifford – parking issues outside of primary school	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. It is noted that this site is situated within a designated conservation area and that an updated school travel plan is under development. There is scope to physically narrow the carriageway to create a one-way priority operation. Consideration would need to be given to drainage, and upgrade of lighting and signing. Similar features elsewhere have cost up to £30,000 to design and build.</p>	Supported by CATG. To move onto the priority list. Parish/ local residents willing to make contribution.	
l)	4966 – Seend High Street – request for crossing facility at Church Walk	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. It is noted that this site is situated within a designated conservation area. Crossing from North to South is straightforward with reasonable sight lines in both directions but the view towards the west from Church walk is restricted. This could be improved by shifting the crossing point to the East by approximately 20 metres. A new footpath would be required over that length. A ball park estimate to include a pair of drop kerbs and new footway would be in the</p>	Supported by CATG. To move onto the priority list. Parish willing to make contribution.	



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		region of £5,000.		
m)	4975 – Steeple Ashton – request for drop kerbs	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. There are 3 crossings or 6 sets of drop kerbs required to provide a link from Homeleaze to the village centre, at Sandpits Lane, St Mary's and Butts Lane. Butts Lane features sets and not modern kerbs and is likely to be more labour intensive. A ball park estimate to for all 3 crossings would be in the region of £4,000.</p>	RS to check with Parish that they are willing to make a contribution.	
n)	5035 – A350 Beanacre, request for SLOW road markings	<p>New issue supported by Parish Council</p> <p>A site inspection has been made. Highways content to provide 2 x SLOW markings (to be funded centrally in the next financial year), 1 for southbound as requested and 1 northbound by Bus Stop lay-by, on approach to Westlands Lane. The right hand bend (northbound) is not considered significant enough to warrant highlighting beyond the provision of the marker posts already in situ. There have been no recorded personal injury collisions on this bend in the past 6 years and there is no evidence of any recent damage to private property such as walls or fencing.</p>	This to move ahead and will be funded centrally.	
<b>7.</b>	<b>Other items</b>			

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a)	Handover of Wiltshire Council Speed Indicator Devices  Issue 4533 Request for funding of new batteries for SIDs	Parish Council must submit an Invoice and covering receipts to Highways to claim the £300 from CATG.  Highways have settled the invoice.	To recommend to the Area Board that this issue be closed.	
b)	Freight Management	Update from Spencer Drinkwater.  Roads for consideration: <ul style="list-style-type: none"> <li>• C19/ C219, Steeple Ashton</li> <li>• A365, Bowerhill/ Seend Fork</li> <li>• Bollands Hill, Seend</li> <li>• C222/ C220 Top Lane/ Purlpit Bridge, Whitley</li> </ul>	CATG recommends that the following roads are put forward for consideration: <ul style="list-style-type: none"> <li>• C19/ C219, Steeple Ashton</li> <li>• C222/ C220 Top Lane/ Purlpit Bridge, Whitley</li> </ul>	
c)	Melksham, Shurnhold and Dunch Lane	A briefing note was circulated (see Appendix 2), also issued to the Town Council.  Members of the CATG and Town Council were asked to consider this and feedback comments. The matter will be discussed again at the next CATG meeting in May.	The CATG will await feedback from the Town Council.	Town Council
8.	<b>Date of Next Meeting: 11<sup>th</sup> May 2017, venue and times tbc</b>			

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### 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.

3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£10,949.06**

#### 4. Legal Implications

4.1. There are no specific legal implications related to this report.

#### 5. HR Implications

5.1. There are no specific HR implications related to this report.

#### 6. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

#### 7. Safeguarding implications

#### 8. Recommendations to the Melksham Area Board

**To close issues: 3202 (Seend High Street), 4158 (Berkshire Green), 4182 (DeHavilland Place), 4532 (Berryfield), 4044 (Ashton Common), 4283 Broughton Gifford, 4554 (Atworth), 4715 (Bowerhill), 4776 (Hagg Hill), 4864 (Spa Road), 4533 (SIDs).**

**To add Issues 4960 Broughton Gifford (parking issues by school) and 4966 Seend High Street (crossing facility) to the Priority Schemes list.**

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## **Briefing Note, Union Street, Melksham**

### Area Board Issues 4680 & 4871 - requests for "Access Only" Traffic Regulation Order / Traffic Management measures

The issue of motorists using Union Street as an alternative route to avoid the town centre has been raised with the Area Board and discussed at a recent Community Area Transport Group (CATG) meeting.

Residents are concerned about the speed and volume of traffic and have asked if an "Access only" Traffic Regulation Order (TRO) could be introduced or other traffic management measures be considered.

### Background information

- The road is subject to a 30 mph speed limit.
- There is a 7.5t weight limit, with an exemption to allow access.
- There is a one-way TRO for vehicles (West to East).
- Parking controls are provided. No parking is permitted on the South side, time limited parking is available on parts of the North side.
- The road provides vehicular access to a church, public car park, various businesses and to residential properties.
- Some properties have off street parking but there is high demand for the limited number of on-street parking places from residents.
- The road is situated within the town's designated conservation area.

### Proposed prohibition of motor vehicles, except for access

Whilst this might appear to be the obvious solution in reality this is unlikely to work effectively due to access requirements, not least for the public car park but also the take away food outlet. Enforcement would be difficult as vehicles would need to be observed travelling the entire length of the road without attempting to stop. It is unlikely that the Police would support such a proposal or have resources available to enforce this.

### Other options

Clearly, some motorists use this road in the belief that it is the most convenient route to take. Whilst some motorists will always look to travel the shortest distance there are others who are more concerned about journey time. Options need to be considered which will make this road less attractive to use.

Review of on-street parking. The introduction of some parking on the South side of the road to create a slalom effect for through traffic may help to regulate speed. However, this type of treatment works better when there is an opposing flow of traffic and is likely to have a minimal impact here.

Provision of physical traffic management features. A scheme similar to the one provided on Forest Road would help to control speed and make the route less appealing. On the negative side, this may increase noise levels and may also cause some vibration issues as vehicles ride over these features. Schemes like this are

also relatively expensive but other CATGs have been successful in securing Substantive Funding for similar projects.

Reverse the flow of traffic. A more radical option might be to reverse the flow of the one way operation. This would almost certainly deter through traffic because of the difficulty of entering and exiting the road at each end. However, those needing access and in particular the residents would also be severely hampered by this, particularly at the Western end, the junction with Bank Street. The position of the signal controlled pedestrian crossings on Bank Street and Lowbourne would also hamper access and egress and there are obvious safety concerns to factor in against such a proposal. Extensive consultation would be needed and it is unlikely that the residents and businesses would be in favour of this. There would have to be clear evidence of significant local support for this option to prompt a feasibility study by Highway Officers.

## **Briefing Note, Dunch Lane, Melksham**

Wiltshire Council has recently received contributions from the Shurnhold development. These contributions are to be used primarily to:-

- Upgrade the footway along the A365 to improve access to Shaw School.
- Provide traffic management measures relating to the access from Dunch Lane to the A350 (Beanacre Road).
- Provide pedestrian and cycle signing to the town centre and other key locations.

These improvements are to be for the benefit of the wider local community as well as the residents of the new development. Wiltshire Council has up to ten years to implement any changes using this funding stream.

Before we commence any preliminary work, we would like to canvass local opinion about Dunch Lane and how it might be used in the future, as part of the local road network.

### Background information

- The lane is subject to a 30 mph speed limit.
- There is a 7.5t structural weight limit, with no exemption for access, due to concerns about the integrity of the bridge over the railway.
- The lane is currently closed to all motor vehicles, Monday to Friday from 8.15 to 8.45 am and again from 3.00 to 3.30 pm, imposed to create a safe route to the former school site.
- The lane provides vehicular access to residential properties on Addison Road, Northbrook Road, Southbrook Road and Dunch Lane.
- The lane also provides a link between the A365 and A350, although through traffic is not directed along this route.
- Some properties have off street parking but there is also a demand for on-street parking. There are currently no parking controls provided.
- The lane is predominantly single track at its Eastern end, from Southbrook Road to the A350.

### Options to consider

- Revoke the part time closure for all motor vehicles.
- Amend the part time closure for all motor vehicles at peak times.
- Regulate on-street parking.
- Permanently close its Eastern end to all motor vehicles to prevent use by through traffic and to create a safe route for pedestrians, cyclists and horse riders.
- Introduce a one-way traffic order at the Eastern end to limit through traffic, (which way would traffic flow)?
- Do nothing in the short term except to monitor the use of the lane until the George Ward site is fully occupied.

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Melksham CATG expenditure 2016 / 17 as of 12/01/17

Budget £13,225 + £22,323.53 c/fwd = £35,548.53

Scheme	Estimate	CATG Commitment	Expenditure	Projected Spend
Seend High Street VAS	£17,750.00	£2,750.00	£17,750 plus	£17,750.00 Final
Melksham Kenilworth Estate 20 mph limit	£7,500.00	£4,167.00	£0,000.00	£7,500.00
Whitley Middle Lane dropped kerb	£3,968.93	£2,468.93	£0,000.00	£3,968.93
Atworth Bath Rd Zebra Crossing zig-zags / halos	£6,500.00	£1,750.00	£5,969.29 Final	£5,969.29 Final**
Bowerhill DeHavilland Place dropped kerb	£1,200.00	£400.00	£1,200 plus	£1,200.00 Final
Replacement batteries for SIDs	£300.00	£300.00	£280.54 Final	£280.54 Final
Melksham Tower / Devonshire shared use link	£8,974.97	£6,000.00	£0,000.00	£9,000.00
Melksham High Street – Replacement Bus Shelter	£5,000.00	£5,000.00	£0,000.00	£5,000.00
Berryfield Nameplate	£300.00	£200.00	£276.62 Final	£276.62 Final
Atworth Drop Kerbs	£2,000.00	£1,333.00	£0,000.00	£2,000.00

Totals	£53,493.39	£24,368.93	£25,476.45	£52,945.38
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Budget	£35,548.53
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Projected Spend	£52,945.38
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Balance	-£17,396.85
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\*\* Under budget by £530.71 - consider adjusting contributions?

Contributions: See separate page

Contributions:

Seend High St VAS	£2,750.00	Seend Parish Council – invoice upon completion
Seend High St VAS	£2,750.00	Melksham Area Board – transfer upon completion
Seend High St VAS	£9,250.00	Substantive Expenditure fund
Melksham Kenilworth 20mph limit	£1,333.00	Melksham Area Board – to be collected upon completion
Melksham Kenilworth 20 mph limit	£2,000.00	Melksham Town Council – to be collected upon completion
Whitley dropped kerb	£500.00	Melksham Area Board – to be collected upon completion
Whitley dropped kerb	£1,000.00	Melksham Without Parish Council – invoice upon completion
Atworth Zebra	£3,000.00	Atworth Parish Council – invoice upon completion
Atworth Zebra	£1,750.00	Melksham Area Board – to be collected upon completion
Bowerhill DeHavilland dropped kerb	£400.00	Melksham Area Board – to be collected upon completion
Bowerhill DeHavilland dropped kerb	£400.00	Melksham Without Parish Council – invoice upon completion
Melksham Tower / Devonshire link	£3,000.00	Melksham Town Council – invoice upon completion
Berryfield Nameplate	£76.62	Melksham Without Parish Council – invoice upon completion
Atworth Drop Kerbs	£667.00	Atworth Parish Council
	Total	£28,876.62
Overall Balance	£11,479.77	