

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Melksham CATG - Date of meeting: 18th January 2018			
1.	Attendees and apologies			
	Present:	Cllr Roy While (Area Board), Mark Stansby (WC), Rhys Schell (WC), Malcolm Jones (Steeple Ashton), Diane Ware (WC), Andy Cadwallader (WC), Julian Robertson (Broughton Gifford), Mary Jarvis (Broughton Gifford), Clare Harris (Town Council), Cllr Jon Hubbard (Area Board), Jo McManus (Seend) Steve Housby (Poulshot), Alan Baines (Melksham Without).		
	Apologies:	Alan Lee (Atworth), Cllr Phil Alford (Area Board), Cllr Pat Aves (Area Board), Brian Warwick (Melksham Seniors)		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Melksham Area Board meeting on the 15 th November 2017.	CATG to note.	
3.	Financial Position			
		The closing balance for financial year 2016/17 is now confirmed as £19,127.92 (see Appendix 1).	Area Board to note.	
		The current balance, less commitments and contributions, stands at £7,025.78 (see Appendix 2).		
		Pavement and Footway Improvement Scheme	CATG to note.	Andy

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		<p>Melksham has been allocated £7,934.83 of revenue money (to be spent in 2017 / 18) for this purpose.</p> <p>The Area Board have approved two sites for treatment following prioritisation of requests by Andy Cadwallader:</p> <ul style="list-style-type: none"> • Broughton Gifford The Street - £4,775.40 • Whitley, Corsham Road - £1,449.00 <p>It should be noted that any underspend cannot be transferred to the CATG fund for use on other projects.</p> <p>Schemes to be managed by Andy and his team.</p>	<p>Quote for both projects has come in at around £7,500. Unlikely that this work will be completed within this financial year.</p>	
4.	Top 5 Priority Schemes			
a)	Melksham Kenilworth Estate – 20mph speed limit	<p>Metrocounts have been taken on Kenilworth and Longford Rd.</p> <p>Speeds recorded prior to implementing the 20 mph limit:-</p> <p>Kenilworth Road – 85%tile = 30.9 mph, Mean = 25.8 mph Longford Road – 85%tile = 27 mph, Mean = 22 mph</p> <p>Latest recordings are:-</p> <p>Kenilworth Road – 85%tile = 26.2 mph, Mean = 22 mph Longford Road – 85%tile = 25.7 mph, Mean = 21.2 mph</p> <p>The threshold for Community Speed Watch within a 20 mph limit is 24 mph (85%tile).</p>	<p>To recommend to the Area Board that this issue is closed.</p>	Rhys
b)	4789 – A361 Semington Roundabout – uncontrolled pedestrian crossing facility	<p>Provisional estimate stands at £13,800. CATG have approved £8,800 with Parish Council contributing £5,000.</p>		

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		Construction pack is with the contractor. Latest indication is works to commence late February.	Highways to implement	Mark
c)	4966 – Seend High Street - crossing facility at Church Walk	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
d)	4719 Melksham Riverside Drive – request to prevent vehicle access through redundant bus gate.	Site work complete. Final cost confirmed as £480.78, a saving of £119.22.	Invoices to be reduced pro rata.	Mark
e)	5726 – A361 Seend Bell crossroads – request for a review of the junction in the interest of road safety.	The site has been reviewed as a “Local Safety Scheme” and a feasibility report complete with preliminary drawing was presented to the CATG (see Appendices 3 & 4).	Parish council to review the preliminary drawings. Defer this decision to the next meeting.	Jo McManus
5.	Other Priority schemes			
a)	Melksham Snowberry Lane – new bus shelter	Update on land issue from Cllr Hubbard.	Defer to the next meeting	Cllr Hubbard
b)	4960 – Broughton Gifford – Priority Narrowing at Bishop’s Seat	Current ball park estimate is in the region of £40,000 plus fees for Topographical survey (estimated at £1,500) and a Street Lighting Assessment / Design (estimated at £1,200). Scheme is on hold whilst a holistic overview is taken on highways issues in the village by the Parish Council. Parish feel that the original scheme is not suitable given the location and have put forward an alternative.	Site meeting to take place between Highways and Parish Council.	Mark

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c)	5131 – Melksham Church St Car Park – request for 2 sets of drop kerbs	Construction pack issued to contractor. Latest indication is works to commence late March.	Highways to implement	Mark
d)	5132 – Melksham King St Car Park – request for 1 set of drop kerbs	Update from Mark at meeting. £750 for basic scheme, however, an issue has been raised over the pavement. Town Council have agreed a £300 contribution. Potential re-surfacing job would be approximately £6,500. Scheme not selected for inclusion as part of the Footway Improvement project.	Town Council to liaise with Facilities Management and bring back to March meeting.	Clare Harris
e)	5256 – Broughton Gifford – request for No through road sign at Newleaze Park	Sign installed – awaiting final account.	Invoice to be raised	Mark
f)	5326 – Melksham Beanacre Road opposite Nortree Garage – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 5. The estimate to provide a new hard standing, kerbing and replacement of an enclosed shelter is £8,300. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350.	To be re-visited at the March meeting	
g)	5327 – Melksham Beanacre Road opposite McDonalds – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 6. The estimate to renew the hard standing and replacement of an enclosed shelter is £5,700. This includes an uplift on costs charged at 19.2% for restricted working hours imposed alongside the A350.	To be re-visited at the March meeting	

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h)	5328 – Melksham New Broughton Road entrance to Avonside Business Park – replacement Bus Shelter	A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 7. The estimate to replace the shelter with a cantilever shelter is £3,800.	To be discussed at the March meeting	
i)	5381 – Whitley Top Lane – request to improve Bus Stop Hard Standing	<p>A preliminary study has been completed and a drawing showing the extent of work is included with these notes as Appendix 8. The estimate to undertake the work is £4,300 which includes for legal fees for a road closure.</p> <p>In addition to this, the trial holes are estimated at £350 and will be required to complete the design and firm up the estimate.</p>	<p>To be discussed by the Parish on 29th January.</p> <p>Quote to be obtained without the bench.</p>	<p>Alan Baines</p> <p>Mark</p>
j)	Issue 3340 Melksham Coronation Road area – request for 20 mph limit	<p>Area to be considered includes:</p> <ul style="list-style-type: none"> • Coronation Road • Martigny Road • Milton Avenue • Sangster Avenue • Pembroke Road • Somerset Crescent • Williams Close • Rowley Place • Thackery Crescent • Byron Close • Ruskin Avenue <p>A series of Metrocounts has been ordered.</p>		
k)	4975 – Steeple Ashton – request for drop kerbs	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	Mark to come back with further detail.	Mark

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		intensive. A ball park estimate for all 3 crossings is in the region of £4,000. Parish Council has offered a 1/3 contribution of £1,500. Awaiting staff resources.		
l)	5040 – Melksham Woodrow Road – request to extend 30 mph limit	The construction pack is ready to be issued to the contractor. Following a site meeting the contractor requires temporary traffic management to undertake this work under safer conditions which was not included in the first estimate. The estimate now stands at £750 and Melksham Without have resolved to fund 1/3 (£250) of this new estimate as required. The CATG has currently committed £334, a shortfall of £166.	Funding approved by the CATG. Work to proceed.	Mark
6.	New Requests / Issues (issues can be viewed in full from Area Board section on Wiltshire Website)			
a)	5149 – Seend Cleeve – request for 30 mph speed limit at New Buildings	Unlikely to meet the criteria for a 30 mph limit as the area is too rural in nature. Other options to consider could include warning signs, white gates, nameplates etc. The road is currently subject to the National Speed Limit, 60 mph. The results of a metrocount show that the current 85%tile speed is 33.8 mph and the mean speed is 28.2 mph.	To recommend to the Area Board that this issue is closed	Rhys
b)	5284 – Melksham Hazelwood Road – Speeding	Metrocount request form issued to customer.	Form has now be received and issued to Road Safety Team	Rhys
c)	5285 – Melksham Longford Road - speeding	Link to Kenilworth 20 mph limit. See Item 4a	To recommend to the Area Board that this issue is closed. Rhys to advise resident that this does qualify for a Community Speedwatch group.	Rhys Rhys

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d)	5491 – Broughton Gifford – request to re-position 30 mph signs on East Lane / The Street (from Holt direction)	<p>Issue submitted by the Parish Council.</p> <p>There is scope to make changes here but it would require a formal speed limit assessment. If changes were recommended then a Traffic Regulation Order would need to be advertised.</p> <p>The Parish Council would like to proceed with this. Rough guide cost is £2,000.</p>	Parish to consider a 1/3 rd contribution toward this scheme.	Mary Jarvis
e)	5492 – Broughton Gifford – request to re-position 30 mph signs on Coombe Lane (western end of The Common)	<p>Issue submitted by the Parish Council.</p> <p>The 30 mph terminal signs are placed where they are as siting these closer to the village is not possible.</p> <p>Potential solution of a painted roundel on the road. Mary to report this via the app.</p>	To recommend to the Area Board that this issue is closed	
f)	5493 – Melksham Cranesbill Road – request for direction signs to Veterinary Surgery	<p>Issue under consideration by Town Council.</p> <p>The Town Council have written to the local businesses.</p>	Awaiting responses.	Clare Harris
g)	5581 – A365 Sells Green – speeding concerns	<p>Issue submitted by Parish Council</p> <p>This section of A365 is subject to a 40 mph speed limit.</p> <p>The results of a metrocount show that the current 85%tile speed is 40.0 mph and the average speed is 35.2 mph and no further action is recommended.</p>	To recommend to the Area Board that this issue is closed	Rhys
h)	5616 – Broughton Gifford – speeding concerns at The Common.	<p>Issue supported by the Parish Council.</p> <p>Metrocount has been deployed – awaiting results.</p>		

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i)	5682 – A365 Melksham Bath Road – Access from Blenheim House to town facilities	Issue passed to the Town Council for comment. Pat Aves to speak with Blenheim House and Chris Pickett.	To re-visit at the March meeting	
j)	5701 – A365 Atworth Bath Road – Persistent parking on footway outside no 47	Issue submitted by Parish Council. Parish would like to see bollards installed to prevent parking. Parish to discuss a section 96 license with Andy Colin to raise this issue with Community Safety Group	Andy Cadwallader to contact Alan Lee to discuss	Andy
k)	5718 – A365 Nr Mallory Place – request for Bowerhill name plate.	Issue submitted by Parish Council. Melksham Without have confirmed they are prepared to spend up to £300 on this. Town, Parish to undertake site meeting with Mark.	Mark to organise site meeting	Mark
l)	5750 – Atworth Bradford Road junction with Bath Road – request for safe crossing point	New Issue submitted by Parish Council	To re-visit at the March meeting	
m)	5824 – Atworth Bradford Road junction with Coronation Road – request for new Children warning sign	New Issue submitted by Parish Council Cost of new sign and removal of redundant sign is £275.00.	To re-visit at the March meeting	
n)	5828 – Melksham West End – request for access protection marking outside number 15	New issue sent to Town Council for comment. Request is not supported by Town Council.	To recommend to the Area Board that this issue is closed.	Rhys

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o)	5855 – Steeple Ashton Newleaze Bus Stop – request for pedestrian barrier	<p>New Issue submitted by Parish Council</p> <p>The bus stop is situated on a straight section of road allowing motorists good sight of the situation. A barrier will restrict the width of the footway and will impede access to and from the bus.</p> <p>Request for the Road Safety Unit to undertake a site visit and report back.</p>	Mark to contact Road Safety Unit	Mark
p)	5868 – Atworth A365 – request for “Dragon’s Teeth” markings at 30 mph terminal points	<p>New Issue submitted by Parish Council</p> <p>Although used by some traffic authorities these markings are not prescribed and it is not Wiltshire’s practice to provide these. Wiltshire uses the red high friction pads and rumble strips as an alternative measure and these are already provided on approach to Atworth village.</p>	To recommend to the Area Board that this issue is closed	Rhys
q)	5896 – Poulshot Road – request for centre line markings and speed limit roundels	<p>New Issue submitted by Parish Council</p> <p>There are 2 sites of concern:-</p> <ul style="list-style-type: none"> • Planks Dairies to Old Rectory (30 mph) • Lodge Farm (40 mph) <p>Mark to look at this in April/ May time.</p>	To recommend to the Area Board that this issue is closed.	Rhys
7.	Other items			

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a)	Melksham - Shurnhold and Dunch Lane	<p>Highways to produce a report on the proposals including the comments that have been received from the town and parish.</p> <p>The report will be drafted during the next financial year.</p>	Area Board to note	Highways
b)	Traffic management issue – reporting faults / issues at road works during out of hours	<p>Update from Andy.</p> <p>Call WC number and it will take you through to the out of hours Duty Engineer.</p>	Rhys to put item on OCM	Rhys
c)	Local Highways Investment Fund 2014 – 2020	<p>Appendix 9 lists the Major Maintenance programme for 2018/19 on the basis of two funding scenarios. The first scenario is Department for Transport Maintenance Block, the second with the addition of Local Highways Investment Fund 2014 – 2020, with the amount for 2018/19 yet to be agreed by Wiltshire Council.</p> <p>Also listed are those sites currently awaiting treatment but not yet on the immediate programme.</p> <p>CATGs are being invited to comment on the proposed areas of work (for 2018/19) and put forward any alternative suggestions. It should be borne in mind that any alternatives would be in place of those already identified.</p> <p>Suggestions can also be made for schemes for future years. The full report on Local Highways Investment Fund can be found on the Wiltshire Council website.</p>	<p>Further options to be brought back to the next meeting.</p> <p>Footways priority lists to be distributed.</p>	Diane Ware
8.	Date of Next Meeting: 8th March 2018, 16:00, Melksham Fire Station			

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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.

3. 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 £6859.78?

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

The following recommendations are made to the Melksham Area Board:

To close issues: 5149, 5285, 5492, 5581, 5828, 5868 and 5896

To approve an additional £166 for scheme 5040.