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	Item	Update	Actions and recommendations	Who
	Calne CATG Meeting Notes held on 25th August 2020 at 16:00 hrs			
1.	Attendees and apologies			
	Attendees:	Chair: Christine Crisp (Wiltshire Council) Ed Jones (Calne Without and Parish Forum) Jeff Files (Hilmarton) Mark Stansby (Wiltshire Council Senior Traffic Engineer) Rob Robinson (Heddington) Mark Edwards (Calne Town) Jane Marshall (Compton Bassett) Anne Henshaw (CTG) Jane Vaughan (Community Engagement Manager) Isobel McCord (Bremhill) Tony Trotman (Wiltshire Council)	Area Board to note.	CC
	Apologies:	Colin Pearson (Bremhill) Spencer Drinkwater (Wiltshire Council Principal Transport and Development Manager) Matt Perrot (Wiltshire Council Local Highway Engineer) Alexa Davies (Community Engagement Manager) Martin Purslow (Cherhill) Glenis Ansell (Calne Town Council)		
2.	Notes of last meeting			
		The minutes of the meeting held on 19 th December 2019 were considered by the Area Board on 21 st January 2020, passing all recommendations.	Area Board to note.	CC

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3.	Financial Position			
		<p>The balance for financial year 2019 / 20, less previous commitments and expenditure, stands at £36,787.40 (see Appendix 1). This is subject to final contribution figures being agreed.</p> <p>The allocation for 2020 / 21 remains fixed at £12,465.</p> <p>The current balance for 2020/21, less previous commitments and expenditure, stands at £40,922.40 (see Appendix 2)</p> <p>The Group noted that the use of S106 money, 30% contributions from Parishes and requests for smaller projects has allowed the fund to build up.</p>	Area Board to note.	CC
4.	Top 5 Priority Schemes			
a)	5751 – C15 at Lower Compton Speed Limit and Parking Restriction TROs.	<p>Proposals for a 40 mph speed limit and parking restrictions (no waiting at any time) have been issued to legal team ahead of public consultation.</p> <p>The consultation will run from 27th August through to 21st September.</p>	Area Board to note	CC
b)	6459 – Calne Station Road – request for 20 mph speed limit and parking restrictions.	<p>Scheme now implemented at a cost of £5,766.40 inclusive of legal fees.</p> <p>All costs funded by Section 106 monies.</p>	To recommend to the Area Board that this Issue be closed.	CC

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c)	6749 – Dropped Kerbs at the bus stop, Stockley Lane	Work has been completed and an invoice has been issued to and paid by the Parish Council.	To recommend to the Area Board that this Issue be closed.	CC
d)	6856 – Stockley – request for White Gateway Features / Coloured surfacing	Work has been completed and the final account settled at £5,586.22 to include provision of carriageway roundels. The estimate was for £6,400, an underspend of £813.78. Parish contribution originally agreed at 30% of the estimate. Parish Council to be invoiced for 30% funding contribution of the final account (£1675.87)	Highways to Issue invoice To recommend to the Area Board that this Issue be closed.	MS CC
e)	6862 – Stockley The Knapp – request for warning signs	Work has been completed and an invoice has been issued to and paid by the Parish Council.	To recommend to the Area Board that this Issue be closed.	CC
5.	Other Priority schemes			
a)	6465 – Road Safety/Vehicles mounting footpath at Curzon Street (narrow stretch).	Cost estimate revised down to £3,800 to widen path and install flexible bollards, see Appendix 3. This includes for an evening road closure and associated fees. Matt Perrott has confirmed that £2,000 can be allocated from the Highways footpath budget and the Town Council has offered to fund 30% of the remaining balance, £540. CATG agreed funding of £1,260. Move to book road closure for implementation.	Highways to implement changes Area Board to note	MS CC
b)	6890 Derry Hill – request for waiting restrictions in the vicinity of the school	Restrictions will be introduced under an experimental Traffic Regulation Order, effective from 24 th August.	Highways to complete work Area Board to note	MS CC

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		Lines painted on 24 th August, remaining signage to be put in place. This is an experimental order so there is a 6 months period for objections to be submitted.		
c)	6778 - The Street / Middle Lane, Cherhill HGV issue	Work complete and final account settled at £445.93, an underspend of £34.07. Parish Council to be invoiced for 30% of final account (£133.80)	Highways to issue invoice To recommend to the Area Board that this Issue be closed.	MS CC
d)	Issue 3-19-1 Calne Sand Pit Road / Britannia Drive – request for junction warning sign	Work complete and final account settled at £163.05, an underspend of £136.95. Town Council to be invoiced for 30% of final account (£48.91).	Highways to issue invoice To recommend to the Area Board that this Issue be closed.	MS CC
e)	7233 Calne Ridgemoor / King Edward close junction – lack of give way markings to indicate priority at junction.	Work complete and final account settled at £150.00, an underspend of £150. Town Council to be invoiced for 30% of final account (£45.00).	Highways to issue invoice To recommend to the Area Board that this Issue be closed.	MS CC
f)	Issue 3-19-6 Heddington Scotts Close – Request for Bus Stop infrastructure	A ball park estimate to provide a hard standing area is approximately £1,100. An Engineer has now been appointed to consider this in detail and a meeting on site has taken place. Detail design and estimate to be completed ahead of the next CATG meeting. Parish Council to engage with community and discuss detail with Mark Stansby and confirm position at next meeting.	Area Board to note. Highways to liaise with Parish Council	CC MS

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g)	Issue 3-19-10 A4 Curzon Street (nr Savernake Drive) – Request to improve Pedestrian Crossing measures.	<p>A ball park estimate for construction was given as £9,500 to £12,500.</p> <p>A topo survey has been completed at a cost of £1450, an underspend of £350. Calne Town Council to be invoiced for 30% of topo survey (£435.00).</p> <p>An engineer has been appointed to consider the detail design and estimate.</p>	<p>Area Board to note.</p> <p>Highways to issue invoice.</p>	<p>CC</p> <p>MS</p>
6.	Other Requests / Issues			
a)	7057 A4 Quemerford – Speeding concerns within 40 mph section	<p>Highways have replaced 1 pair of repeater signs as part of the 2020 / 21 maintenance programme at no cost to the CATG.</p>	<p>To recommend to the Area Board that this Issue be closed.</p>	<p>CC</p>
b)	7135 A3102 Goatacre – request for traffic management measures at The Green	<p>Highways have upgraded the chevron signs as part of the 2020 / 21 maintenance programme at no cost to the CATG. Parish Council reported that residents are happy with work.</p>	<p>To recommend to the Area Board that this Issue be closed.</p>	<p>CC</p>
c)	Issue 3-19-7 Calne (various roads) – Request for 20 mph Zone Signs to include road safety pictorials supplied by local school children	<p>Potentially 4 pairs of signs could cost up to £2,200. Signs are requested at Woodsage Way, Springfield Drive, Carpenters Close and Amberley Close.</p> <p>The Town Council has agreed to the CATG suggestion of splitting the cost 50:50.</p> <p>Calne Town Council to liaise with Mark Stansby over final design.</p>	<p>Area Board to note</p> <p>Town Council to forward artwork</p>	<p>CC</p> <p>ME</p>

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d)	Issue 3-20-1 Compton Bassett Church Corner – request to upgrade traffic signing	<p>New Issue submitted by Compton Bassett Parish Council</p> <p>No personal-injury collisions recorded in the most recent 6 year period to 31/01/20.</p> <p>Damaged chevron to be replaced under Highway maintenance and a review of possible upgrade of signage to be brought back for consideration.</p>	<p>Area Board to Note.</p> <p>MS to discuss with MP</p>	<p>CC</p> <p>MS</p>
e)	Issue 3-20-2 Stockley – Verge erosion / request to construct formal passing places	<p>New Issue submitted by Calne Without Parish Council</p> <p>Parish Council to discuss further given the cost at £10,000 per layby and decide detail of locations before bringing back for consideration.</p>	<p>Area Board to note</p> <p>Parish to action</p>	<p>CC</p> <p>EJ</p>
f)	Issue 3-20-3 Calne Maple Close – request to reinstate half-barriers to prevent unauthorised vehicular access	<p>New Issue submitted by Town Council</p> <p>Matt Perrott to visit site and either barriers to be replaced or an upgrade considered.</p>	<p>Area Board to note</p> <p>MS to discuss with MP</p>	<p>CC</p> <p>MS</p>
g)	Issue 3-20-4 A4 Quemerford – request to improve 30 mph Speed Limit Terminal signs, nr Lake View	<p>New Issue submitted by Town Council</p> <p>Traffic count has been requested by Town Council. Resurfacing work including clearer road markings has been completed, situation to be monitored.</p>	<p>Area Board to note</p>	<p>CC</p>

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h)	Issue 3-20-6 Stanley Bencroft Hill – request for bend warning signs	New Issue submitted by Bremhill Parish Council Suggested installation of double bend warning sign and Slow road marking. Back to Parish Council for agreement of 30% contribution. CATG reserve budget of £500.	Area Board to note	CC
7.	Other items			
a)	Calne Community Transport Strategy.	Update from Anne Henshaw: Final draft circulated in May and discussed at a meeting in July, various error to be corrected, awaiting response from Wiltshire Council.	Area Board to note	CC
b)	Highways Response to Covid-19 – Re-allocation of road space	The Cabinet Member for Highways has updated the CATG Members and local councils on progress with this project in her letter dated 11 August. See Appendix 4. A team of multi-disciplinary officers assessed a total of 21 potential schemes within the community area. The criteria used for the assessment included: <ul style="list-style-type: none"> • collision history (involving pedestrians and cyclists) • accessibility (benefits for pedestrians and cyclists) • environmental impact • restarting the economy (links to business and retail) • impact on motor vehicle journeys • impact on parking (business and residential) 	Area Board to note.	CC

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		<ul style="list-style-type: none"> • road safety • deliverability and cost <p>Whilst none of these were considered suitable for Tranche 1 of the government fund (for pop up cycle schemes only), 8 sites were put forward for further consideration: -</p> <ol style="list-style-type: none"> 1. A4 New Road – footpath widening on east side 2. Curzon St narrowing & West St – experimental road closure except for buses, cyclists and taxis 3. A4 London Road – social distancing signs 4. A3102 Greenacres Way – social distancing signs 5. A3102 Silver St – promote alternative pedestrian route to town via Spring Lane 6. Oxford Road – experimental 40 mph limit 7. Cherhill Juggler’s Lane – improvements to national cycle route 8. A4 Black Dog Bridge to A3102 Greenacres Way – shared use path <p>Following further clarification from the DfT on bidding for Tranche 2 funds, sites 2 and 8 were nominated for final consideration by the County’s steering group, but both of these failed to make Wiltshire’s final list.</p> <p>Cherhill and Calne Without Parish Councils to take back sites 7 and 8 respectively for comment. Calne Town Council to consider sites 1 to 6 and suggest 2 or 3 to take forward. Larger projects could be considered for a substantive bid.</p>		
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c)	Traffic Surveys (metro counts)	<p>Surveys are to re-commence in September following the resumption of full time school attendance.</p> <p>Please note a new dedicated email address has been set up for community-based requests for traffic surveys with immediate effect: trafficsurveys@wiltshire.gov.uk</p>	All to note	
d)	New Issues / Requests for Highway Improvements	<p>A reminder that all new issues should be sent direct to CATGRequests@wiltshire.gov.uk.</p>	All to note	
8.	Date of Next Virtual Meeting: 4pm, Thursday 26th November 2020			

Calne Community Area Transport Group

Highways Officer – Mark Stansby

Community Engagement Manager – Jane Vaughan

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 Calne Area Board.

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2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Calne Area Board will have a remaining Highways funding balance of **£38,856.98**

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 the Area Board:

7.1. To note the discussions and updates outlined in this report

7.2. To close the following Issues: 6459, 6749, 6778, 6856, 6862, 7057, 7135, 7233 & 3-19-1.