

[Type here]

	Item	Update	Actions and recommendations	Who
	Melksham CATG Notes of Virtual Meeting: 4th March 2021 at 16:30 hrs			
1.	Attendees and apologies			
		<p>Attendees: Cllrs Jon Hubbard (Chairman), Jonathon Seed, Phil Alford, Nick Holder, Pat Aves – Wiltshire Councillors Mark Stansby, Andy Cadwallader, Peter Dunford – Wiltshire Council officers Linda Roberts – Melksham TC Alan Baines – Melksham Without PC Colin Wade – Semington PC Malcolm Jones - Steeple Ashton PC Richard Clark – Atworth PC Richard Culverhouse, Poulshot PC Terry James, Seend PC</p>	Area Board to note.	AB
		<p>Apologies: Cllr Adrienne Westbrook (MTC) Chris Pickett (Older Persons Champion)</p>		

[Type here]

2.	Notes of last meeting			
		<p>The notes of the previous meeting held on 3rd December 2020 were considered by the Area Board on 14th December 2020, passing all recommendations.</p>	<p>Area Board to note.</p>	<p>AB</p>
3.	Financial Position			
		<p>The current balance for 2020/21, less previous commitments and expenditure, stands at £16,775.76 (see Appendix 1).</p> <p>An invoice is still to be issued to Melksham Without for the ground socket installed at Beanacre (£245.35). The next invoice run is to take place during March in time for the financial year end.</p> <p>There is no update to report on budgets for CATGs in the new financial year. Whilst the main budget is still to be agreed a reduction in funding for Highways, affecting most disciplines is expected.</p> <p>Area Board management are reviewing allocations to all CATGs to reflect boundary changes in May.</p> <p>It is anticipated that bids for funding for Substantial Highways Schemes will take place towards the end of July.</p>	<p>Area Board to note.</p>	<p>AB</p>

[Type here]

4.	Top 5 Priority Schemes			
a)	6048 – Melksham Lowbourn Rd and Church Lane – request for Bus Shelters	<p>This project is to be funded in full by the Town Council.</p> <p>This is one of several projects being delayed as resources are diverted to complete the Local Enterprise Project at Chippenham Western Arches and Station Hill, which for funding reasons must be completed by the end of the financial year.</p> <p>The revised start date for this project is now 17th May for a maximum of 5 days.</p>	Area Board to note.	AB
b)	6697 – Atworth Mead Park – request to extend the double yellow lines (plus other locations)	<p>Objections have been considered in a report to the Cabinet Member. The scheme is to proceed as advertised.</p> <p>The markings have been painted and the project is effectively complete. There is an issue affecting access to a private driveway and this will be dealt with by Highways in due course.</p>	To recommend to Area Board that this issue be closed.	AB
c)	Issue 9-19-13 – Melksham Old Broughton Road – request for drop kerbs at junction with The City	<p>Highways have completed a proposal along with two estimates based on previous discussions at CATG, see Appendix 2.</p> <p>The scheme can be built either with a buff high friction surface to highlight the crossing point or without. The full scheme is estimated at £7,200 which would reduce to £5,500 with the high friction surface omitted.</p> <p>Melksham Town Council has agreed to part fund 50% costs of scheme without high friction surface.</p>	<p>To recommend to the Area Board an additional allocation of £1750, giving a total contribution of £2,750</p> <p>Highways to arrange construction.</p>	<p>AB</p> <p>Highways</p>

[Type here]

d)	Issue 9-19-6 – Seend Parish – request for Gateway features (white gates) at Seend Cleeve, Sells Green, Bell Hill, Seend village (A361)	<p>The Parish no longer wish to pursue white gates as they feel that the cost outweighs the potential benefits. A new nameplate and SLOW marking is to be installed at New Buildings.</p> <p>SLOW marking has been painted and the new sign is now installed.</p>	To recommend to Area Board that this issue be closed.	AB
e)	Issue 9-20-1 – Atworth – requests for drop kerbs at Bath Road junction to Purlpit	<p>Detail design completed (see Appendix 3) and the estimate is £7,500.</p> <p>This figure includes for electrical work to relocate a sign, 3 way temporary signals and an uplift for restricted working hours.</p>	<p>In light of boundary changes, to recommend funding to Bradford on Avon Area Board, to include a proposed 33% parish contribution.</p> <p>To recommend to Area Board that this issue be closed (to Melksham CATG)</p> <p>Highways to ensure handover of project</p>	<p>PC & B o A AB</p> <p>AB</p> <p>Highways</p>
5.	Other Priority schemes			
a)	6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>The Parish has submitted a revised list of requirements based on the original design. Highways to arrange a virtual meeting with stakeholders to iron some details.</p> <p>Highways will then prepare a final set of drawings and cost estimate ahead of the next CATG meeting.</p>	Parish Council to discuss. £11,000 funding already agreed by CATG.	<p>PC &</p> <p>Highways</p>

[Type here]

b)	Issue 9-20-2 - Seend Bollands Hill – request for junction warning signs on approach to the Seend Cleeve turning	An order to install new warning signs has been placed with the Contractor. The work is now completed.	To recommend to Area Board that this issue be closed.	AB
c)	Issue 9-20-4 - Keevil Towmead Lane – request for signs to deter use by motor vehicles	An order to install new “Unsuitable for motor vehicles” signs has been placed with the Contractor. The work has now been completed.	To recommend to Area Board that this issue be closed.	AB
d)	Issue 9-20-5 – Littleton, Stoggy Lane – request for no through road signs	Work complete and funded centrally as a maintenance exercise.	To recommend to the Area Board that this issue be closed.	AB
e)	Melksham George Ward Gardens Section 106 Project – A365 Shaw Bath Road Footway improvements	<p>Site investigation work has been completed. The section 106 fund is set at £25,000 and with this in mind, two areas for improvement have been identified, see Appendix 4.</p> <p>Resurfacing estimated at £30,000 to repair damaged footway. Parish Steward to cut back vegetation. Parish have cleared area by Bus Shelter.</p> <p>Highways to design and cost improvement at Dunch Lane junction to establish estimate.</p>	<p>Highways to produce design and estimate.</p> <p>Parish to work with Parish Steward on maintenance matters.</p>	<p>Highways</p> <p>PC</p>
f)	Melksham George Ward Gardens Section 106 Project - Dunch Lane	<p>The Town Council met with Highways on 2nd March to consider a consultation paper for distribution to residents.</p> <p>Residents to be consulted on full closure over rail bridge or one way operation from east to west and new parking controls.</p>	Community consultation planned for May 2021.	TC

[Type here]

g)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	<p>Highways to consider options to improve pedestrian safety at this location, working within the extent of the current highway boundary.</p> <p>A ball park estimate to provide full width barrier across existing footway and create footway diversion (approx. 10m) to tie in with existing = £6,000. This includes for 2 way temporary lights and 20% uplift for restricted working hours.</p> <p>There are numerous underground services in this locality and a CAT inspection would be required to develop a design. This will cost no more than £450.</p> <p>Melksham Town Council have provisionally allocated £3,000 towards this improvement.</p>	<p>To recommend to the Area Board a funding allocation of £450 for a CAT inspection.</p> <p>Highways to arrange CAT inspection.</p>	<p>AB</p> <p>Highways</p>
h)	Issue 9-20-13 – Keevil Seend Road Farm – request for single track road signs	Signs have been ordered and installation is complete.	To recommend to the Area Board that this issue be closed.	AB
i)	Active Travel Scheme - Melksham Town Bridge – drop kerbs and signs.	Highways to commence preliminary design work to produce ball park estimates when staff resources become available.	No progress to report due to resource availability.	Highways
j)	Active Travel Scheme - Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road and town bridge.	<p>Scheme can be funded from a third tranche of Section 106 money available from George Ward Gardens development.</p> <p>Preliminary design work underway.</p>	For discussion at next meeting.	Highways

[Type here]

k)	Active Travel Scheme - Whitley West Hill to Top Lane – new footpath	Highways to commence preliminary design work to produce ball park estimates when staff resources become available.	No progress to report due to resource availability.	Highways
6.	Requests / Issues			
a)	Issue 9-19-7 – Request for a Speed Limit Review on Bolland's Hill to A365	Speed limit reviews are undertaken over an entire route and are charged at £2,500. The C20, from A365 to B3098 at Market Lavington was last reviewed in 2012/13. A Traffic Survey has show that speeds are contained. Parish content to close this issue.	To recommend to the Area Board that this issue be closed.	AB
b)	Issue 9-19-9 – Bowerhill Falcon Way – Request for Bus Shelter near Kingfisher Drive for southbound travel.	It was noted that the CATG contributed to the ground works of the shelter provided on High Street, Melksham. Parish Council has offered a 1/3 contribution. The Parish propose to install a 3 bay shelter measuring 3.06 m x 1.3m which will be RTI compatible. The cost to construct a base (3.5m x 1.5m) complete with electrical ducting and connecting chamber is estimated in the region of £2,500 to £3,000, inclusive of temporary traffic management. There is a potential issue to be resolved concerning ownership of land should this project be prioritised.	Preliminary search shows the land is owned by Heron Homes, not the Highway Authority. Further investigation needed	PC and Highways
c)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	Parish Council to liaise with Dick Lovett who has purchased the site adjoining the path. Parish report no progress as site work yet to commence.	Area Board to note.	AB

[Type here]

d)	Issue 9-20-3 - A350 Western Way – Pedestrian safety at signal controlled crossing on dual carriageway section.	<p>The Parish request:</p> <ul style="list-style-type: none"> • The installation of signal enforcement cameras. • Notices for pedestrians to ensure traffic has stopped before crossing. • Review of signal phase timings. • Installation of rumble strips to warn drivers. <p>Crossing to be upgraded as part of Re-allocation of Road Space project and Section 106 funding.</p> <p>Safety notices for users of the crossing to be erected imminently.</p>	Funding secured for implementation.	Highways
e)	Issue 9-20-7 – Beanacre Old Road – Request for bollards to prevent access to A350 across verge.	<p>Parish wish to delay action to allow a period of monitoring.</p> <p>Parish believe this request was made due to an isolated incident and are content for the issue to be closed.</p>	To recommend to the Area Board that this issue be closed.	AB
f)	Issue 9-20-8 – Atworth Godwins Close – request for barriers and signs to deter cycling at the north end.	<p>Highways has issued a ball park estimate to the Parish Council of £1250.</p> <p>The Parish no longer wish to pursue this matter.</p>	To recommend to the Area Board that this issue be closed.	AB
g)	Issue 9-20-10 – Seend High Street – request to highlight crossing point between Spout Lane and Inmarsh Lane.	<p>Officers have conducted a site visit and consider this to be more of an issue for outbound drivers as they approach from the s-bend near Spout Lane. The crossing point is more visible to drivers heading in the opposite direction.</p> <p>An estimate to provide a pedestrians crossing warning sign with new post would be in the region of £600, inclusive of temporary traffic management.</p>	<p>In light of boundary changes, to recommend funding to Devizes Area Board.</p> <p>To recommend to Area Board that this issue be closed (to Melksham CATG)</p> <p>Highways to ensure handover</p>	<p>PC and Devizes AB</p> <p>AB</p> <p>Highways</p>

[Type here]

h)	Issue 9-20-11 – Keevil Martins Road junction with Martins Lane – kerbing and footway improvements	<p>Cllr Seed suggested that this issue should be considered as a maintenance matter.</p> <p>Highways has installed a section of kerbing approximately 20 metres in length and reinstated the verge.</p>	To recommend to the Area Board that this issue be closed.	AB
i)	Issue 9-20-14 – A365 Shaw Traffic Signals – request for school wig-wag lights	<p>A phase to allow pedestrians to cross has been added to the signal arrangements at this junction.</p> <p>Cllr Alford has discussed the existing crossing arrangements with officers and no specific issues have been identified.</p>	To recommend to the Area Board that this issue be closed.	AB
j)	Issue 9-20-15 – B3353 Shaw Corsham Road – request for school wig-wag lights and or part time 20mph limit	<p>It was agreed that a part time 20 mph limit at school journey times is unlikely to change actual vehicle speeds.</p> <p>Parish content for this issue to be closed.</p>	To recommend to the Area Board that this issue be closed.	AB
k)	Issue 9-21-1 – Poulshot Townsend – request for new footway between the church and Townsend Farmhouse	<p>New Issue submitted by Poulshot Parish Council</p> <p>Construction length is approximately 75m. New Footway with kerbing costs approximately £265 per metre and therefore a ball park estimate is £20K. This does not allow for temporary traffic management and establishment of site welfare facilities. A road closure might also be required?</p>	<p>In light of boundary changes, to recommend funding to Devizes Area Board.</p> <p>To recommend to Area Board that this issue be closed (to Melksham CATG)</p> <p>Highways to ensure handover of project.</p>	<p>PC and Devizes AB</p> <p>AB</p> <p>Highways</p>

[Type here]

l)	Issue 9-21-2 – Melksham Bath Road corner with Union Street – request to install bollards to prevent parking on pavement	<p>New Issue submitted by Melksham Town Council</p> <p>Issue concerns delivery vehicles operating on behalf of “Chicken Hut” take away outlet.</p> <p>Permanent bollards needed x4 at an estimated cost of £1,500. Town Council has agreed to part fund at 50%.</p>	To recommend to Area Board to add this to the priority list and to allocate £750.	AB
7.	Other items			
a)	Pavement and Footway Improvement Schemes	<p>Area Highway Engineer to provide updates on the following:</p> <ul style="list-style-type: none"> • Structural issues to footpath alongside Ebenezer Chapel from Union Street to King George V Playing Field (Melksham). The construction of a new footbridge and change to the course of the footpath to be considered by Highway Apprentices. • Funding for footpath work in 2021-22 is not yet known • Provisional programme of work includes for repairs at Windsor Avenue, Longfield Road (Melksham) and Kennedy Avenue (Whitley). 	<p>Area Board to note</p> <p>Highways to progress</p>	<p>AB</p> <p>Highways</p>

[Type here]

c)	<p>Campaign for Real Aires – campra.org.uk</p>	<p>Aires are defined as Motorhome stopovers, based mostly in public parking areas and some on private land where motorhome and campervan users may stop overnight for free or for a small fee.</p> <p>Desired facilities at an aire include fresh water supply, chemical waste station and electrical hook up points</p> <p>Full information can be found on the campra website.</p> <p>Following a discussion it was agreed to refer the matter to Town and Parish Councils for their consideration.</p>	<p>Area Board to note</p> <p>Local councils to consider</p>	<p>AB</p> <p>T & PCs</p>
d)	<p>Deadline for submitting CATG Requests.</p>	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>The deadline for our next meeting will be announced once the date of the next meeting has been set.</p>	<p>To note</p>	<p>All</p>
8.	<p>Date of Next Meeting: To be advised</p>			

Melksham Community Area Transport Group

Highways Officer – Mark Stansby

[Type here]

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.

2.2. 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 **£13,825.76**

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 Melksham Area Board

7.1 To close the following Issues: 6697, 9-19-6, 9-19-7, 9-20-1, 9-20-7, 9-20-8, 9-20-10, 9-20-11, 9-20-13, 9-20-14, 9-20-15 and 9-21-1.

7.2 To add the following Issues (with funding) to the Priority Schemes Lists: 9-21-2 (£750).

7.3 To allocate funding to the following Issues already on the Priority List: 9-19-13 (£1,750).

7.4 To allocate funding for CAT Survey against Issue 9-20-9 to progress scheme design (£450).