MINUTES

Meeting: Corsham Community Area Transport Group (CATG)

Place: Virtual meeting via Microsoft Teams

Date: Wednesday 12th January 2022

Time: 14:00

Please direct any enquiries to Sarah Dearden (Senior Traffic Engineer), via email <u>sarah.dearden@wiltshire.gov.uk</u>

	Item	Update	Actions and recommendations	Who
	Date of meeting: 12 th January 2	022		
1.	Attendees and apologies			
	Present:	Cllr Ruth Hopkinson(Chair Wiltshire Council), Cllr Helen Belcher (Wiltshire Council), Sarah Dearden (Wiltshire Council Highways), Kate Davey (Wiltshire Council Highways), David Arnup (Wiltshire Council Highways), Gemma Winslow (Wiltshire Council Highways), James Whittleton (Corsham TC), Cllr Brian Mathew- left early (Wiltshire Council), Steve Abbott (Corsham TC), Peter Shaw (Lacock PC), Stuart Gregory (Lacock PC), Robert Davies (Box PC), Anna Woollard (Box PC), Richard Campbell (Box PC)		
	Apologies:	Cllr Derek Walters (Wiltshire Council), Spencer Drinkwater (Wiltshire Council), Ros Griffiths (Wiltshire Council), Rebecca Smith (Box PC),		
2.	Notes of last meeting			
		The notes of the last meeting held on 29 th September 2021 were accepted as a true record.	Noted and agreed.	



3.	Financial Position		
		See Finance sheet. 2021/22 allocation is £10,819.00 (previous years £10,951.00). 2020/21 underspend was £31,785.91 and the current commitments total £49,563.10 giving a remaining budget of £11,467.34	Noted and agreed.
4.	Top 5 Priority Schemes		

	<u>5-21-2</u> B3109 Bradford Road, Rudloe	signal-controlled crossing. Box PC raised concerns over residents of Redcliffe development on journeys to school. Gap in footway not allowing practical use of new Toucan crossing from this location. The Parish Council requests that the speed limit on the B3109 be reduced from 50 mph to 30 mph on the stretch of the road going from the mini fiveways junction at the top of Westwells Road, past the housing development and the access to Corsham Primary School. The Parish Council would also request a reduction to 20 mph at school opening and closing.	Discussion Robert Davies raised his concerns for the area regarding crossing the road at certain points, had dropped off points been included in initial investigations, Ruth conformed they had. Concerns pedestrian access to the crossing from Park Lane and Dickens estate 180m away from refuge and drop off points. Concerns noted. Action Waiting for Topo and SLA data Sarah to chase.	
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a, conti nued	5-21-2 continued	Cllr Hopkinson gave a comprehensive background on the toucan crossing connection with Skynet Drive and reasoning behind it in relation to the development. BPC and CTC agree their contributions towards Topo survey and Speed limit assessment (£4500- CATG £3375-BPC+CTC £562.5 each) Topo and SLA ordered.		
b)	5-21-3 Pool Green / Elley Green junction, Neston, Corsham	Concerns over pedestrian safety as no footpath at this junction and visibility is limited. Parents do not like walking this section with buggies and young children as do not feel safe as there is no proper footpath and traffic does not slow down to turn into junction. This road is busy at school times and with a bus route.	Discussion CATG agreed to allocate £3500 Action Sarah to continue site investigation and complete design and costs for next CATG meeting	SD

) 5-20-4 / 5-20-6 (previously Issue 6876) Request for 20mph speed limit on residential streets around Corsham.	Cost estimate for speed limit assessments is £2,500. 25% contribution of £625. Corsham TC have now submitted plans for Corsham and Neston to be assessed. Group agreed funding. Corsham TC confirmed contribution. 20mph speed limit assessment is in progress, however we are currently waiting to carry out the data collection/traffic surveys until the national restrictions surrounding Covid-19 are relaxed in order to get a true reading of 'normal' traffic speeds for the assessment. KD/JW discussed traffic surveys in January 2021 and agreed due to latest Covid-19 national lockdown to defer this work until the restrictions are eased and traffic returns to normal volumes. Assessment to be carried out as soon as possible. Currently, the timeframe is for traffic surveys to be undertaken over summer period and reports to be finalised in the autumn. Corsham Town Council want surveys done term time-KD to request. Plans forwarded to Cllr Walters showing extents of surveys(KD) Surveys were delayed due to covid backlog. Also some delays due to road closures within certain areas. Surveys have been completed, waiting for final reports.	Discussion CATG agreed to allocate £5389.34 Action Waiting for final reports, Sarah to chase and forward to CTC and Wiltshire Councillor's when complete.	SD
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d)	5-21-9 Fosse Way / Bath Road junction, Colerne	Concerns over vehicle accidents along this route and around the bend. Requests for a review of signing along this route, in particular speed limit signing and reduction to 50mph. Colerne PC and BM commented on safety concerns along this route and request a signing review. SD to undertake signing review in the new year. (if speed limit assessment required submit new separate issue).	DiscussionSigning review to be undertaken in first instance and installations monitored. CATG agreed to allocate £2500 towards improvements.ActionSarah to undertake review and produce design and costs	SD
e,	5-21-18 Corsham Smiths Yard/High Street-Street Nameplate	No Street name sign, there was one previously but no longer. It leads to confusion for delivery drivers etc. To be discussed at meeting. All agreed an issue. Plan and costs required. Plans attached -2 options to discuss. Option 1 £103.81 Option 2 £121.88	Discussion All discussed option 1 and 2, Helen and Ruth agreed option 1 would be the better option due to the location, Steve initially went with option 2 due to wanting to declutter signing in the town, but due to the location and the building prior to Smith Yard being a lot further out than the next building and blocking visibility option 1 was agreed upon. Action Prepare option 1 for construction CTC £26/CATG £78	SD



<u>5-19-9</u>	Corsham TC confirm support for consideration of 3 bus stops along this route.	. <u>Action</u>	
Freestone Way, Corsham – position of bus stop.		Proceed scheme to order and construction	SD
	KD commented that without installing kassel bus stop kerbs the price will decrease by approx. half		
	Confirm support and contribution after P&A meeting. Group agreed funding if CTC confirm cheaper option & contribution.)(TC)	,	
	Request Passenger Transport erect flag signs on lamp columns at each site.	t	
	Send example kerbs to CTC.(KD)		
	New plans attached and Costs received: Totals 3 sites <u>£15,617.30</u>		
	CATG (75%) £11,712.97CTC (25%) £3904.33Location X= CATG £3885.07CTC £1295.02		
	Location Y= CATG £3885.07 CTC £1295.02 Location Z (possible drainage issue further investigation needed) = CATG £3942.84 CTC £1314.28		
	Catman HD CATG £156.60 CTC £52.19		
	CTC agree to fund £11,712.97 towards all 3 sites. CATG agree to pay the outstanding £4000.		
	If all in agreement-Works can be ordered and added to construction program for next financial year.		

<u>5-20-5</u>	Colerne PC have improved disabled access to the Memorial Gardens and are now requesting a dropped kerb and bus stop	Action	
Memorial Garden, Market Place, Colerne	hard standing area.	Sarah to find out programme date and confirm to Colerne PC	SD
	Group agreed to move to top priority when resources are available. Site visit with Colerne PC to be undertaken once Covid- 19 national lockdown restrictions are eased.		
	Site meeting undertaken in May 2021. Please see attached proposal plan, the cost estimate is in the region of £3,200 (CATG: £2,400. 25% contribution: £800).		
	All agreed to fund the scheme if Colerne agree and confirm contribution. Colerne to install heritage lighting at own expense, coordinate with Wiltshire Council to implement-no action for WC		
	Works added to construction programme date TBC (TTRO required for suspension of parking during works).		
	TTRO and works package completed and issued.		

^{g,} <u>5-21-20</u>	Cars swing into Station Road from Pickwick Road (outside The Methuen Arms) and they often take the corner too wide. On a	<u>Discussion</u>	
	couple of occasions, they have hit the side of the house (3	Concerns raised over the type of	
Corsham Station Road.	Station Rd). Lorry had previously taken out some of the window	bollards to be used, or if	
	ledge on the first floor and another time a car drove into the side	stones/planters could be used.	
Building protection	of the house and scrapped and dented the wall. Whole house	Sarah states that there's no	
	shook.	physical reason steel	
	Possibility of bollards/planters to be installed for protection, CTC	bollards/planters can't be used but	
	supports the request but needs to be in keeping with the area (no	due to maintenance issues if they	
	plastic etc) options to be looked at.	are hit and damaged its unlikely to	
		be replaced by maintenance.	
	All agreed an issue and move to top priority list.	Possible agreement required that	
		CTC fund any new bollards/planters	
	Plans attached. (its to be noted that if scheme goes ahead, the	if needed and highway	
	exact location of the bollards may change due to an underground	maintenance install-conversation	
	cable running along the side of the carriageway in line with	required wit David Arnup once CTC	
	preferred bollards location-CATMAN costed for in estimate to	agree what they want to use there.	
	determine location of cable)		
		<u>Action</u>	
	To be discussed in more detail.		
		Helen/James to take back to	HB/JW
	Cost estimate £1674.10	Properties and Amenities.	



5.	Other Priority Schemes		
a)	Issue 6829 Lacock village – restriction for tourist coach restriction.	 Preliminary design sent to Lacock Parish Council for consideration. The estimated costs of this scheme including data collection surveys before and after to analyze success of signing scheme is in the region of £6,000. A 25% contribution would be £1,500. Lacock PC confirmed they do not support this proposal. Subsequently withdrawn and issue removed from priority list. Lacock PC to escalate the issue at strategic level. Group agreed to leave on agenda for now. Lacock PC explained they have written to Western Gateway regarding the impact Melksham bypass will have on the village and coaches. Requests for strategic plan made to Cllr Wayman and MP Michelle Donelan. It was also suggested to contact Cllr Philip Whitehead – Leader of Wiltshire Council to highlight these issues further. No further action currently. Leave on agenda for now and monitor. Melksham Bypass route selection process might have an impact on this issue in the future. 	Action None at present



b)	<u>5-20-2</u>	Request for new footway and kerb line along Lacock Road on the southern side for the extent of the properties.	Action
	Lacock Road, Corsham – verge	· ·	None at present
	deterioration, request for	PW explained the issues with parents parking on the double	· ·
	footway/kerbing installation.	yellow lines and issues being cause by the muddy verge for	
		residents. A footway along the south side of Lacock Road has	
		been looked at before through TAOSJ in 2010 and 2015 but was	
		not recommended due to large scale drainage works and	
		relocation of utilities. It was felt this solution would also	
		encourage more parents to drive and park if there was a footway	
		introduced.	
		GW confirmed road markings are in place and visible. KD has	
		requested targeted enforcement by Parking Services team at	
		school times. Ball park figure supplied to Corsham TC for	
		kerbing works. In the region of $\pounds 20,000 - \pounds 25,000$. Concerns	
		over safety and parking issues surrounding the school. Request	
		for investigation into school keep clear markings, no loading	
		restriction. Possible scheme for future substantive bid funding.	
		Group agreed to allocate £2,000 for now	
		Site visit undertaken in June 2021 and discussed with David	
		Arnup. Utility identification and gully clearing work to be carried	
		out prior to finalising any design or cost estimate for this project.	
		С	
		Gully clearing and utility identification completed 17/9/21. SD/KD	
		met on site to discuss utility findings and proposed options.	
		Findings show potential for kerbline but requires a Topographical	
		survey and Trial holes to determind buildability.	
		Cost of Topo £2000 (CATG £1500 CTC £500) Cost of Trial Holes £4200 (CATG £3150 CTC £1050) cost valid	
		until 31/3/22)	
		Cost estimate for the installation of scheme £35,000 and would	
		require a substantive bid in September 2022(if moved to top	
		priority)	

C)	5-21-4 Prospect, Box	Concerns regarding the danger to horse riders along this route. Request for horse warning signs to raise awareness of potential danger. No representative from Box PC at September meeting- roll over action -BPC actioned with collecting data evidence to present at this meeting.(Jan 2022).	Action CATG agreed to remove this from list	SD
d)	5-21-6 Boxfields Road crossroads junction with White Ennox Lane	The Parish Council request that a crossroads warning sign be erected on Boxfields Road in advance of this junction to reduce the danger of farm vehicles using this junction. Box PC actioned with collecting data evidence to present at this meeting. Email received from Box PC-observations made that up to 12 agricultural vehicles emerge from the crossroads with little visibility and need to pull right out to get a view to proceed. The STOP sign needs replacing as faded and unreadable (Gemma/David to look at), also issue with parents parking near a bend whilst visiting the Woodland Adventure facility. Maintenance of signs and lines to be looked at by DA.	Discussion David Arnup states stop sign is ok, and that the lining does need refreshing, due to the time of year these works will be done April/May- Ruth suggests removing from the agenda all agreed. Action David to add to lining programme for the spring. Sarah to remove from list	DA SD

e,	5-20-8 Leafy Lane, Rudloe, Box	agreed to revisit this issue and move to top priority when resources are available. BA arranged virtual meeting to discuss issues held on 11/01/21. Site visit undertaken by KD to assess the site further. To be discussed at the meeting. Discussed previous proposal and information on this project so far. Box PC confirmed they are supportive of the issue. BA requested additional coloured surfacing to the proposal. Highway officers discussed the pros/cons to this element on the maintenance side of things. Group agreed to allocate £1,000 for now. Proposal plan attached and updated estimate sent to Box PC for review in May 2021. Cost in the region of £3,800 (CATG: £2,850. 25% contribution: £950)	raised for a speed limit assessment request. <u>Action</u> BPC to raise new highway improvement request form	BPC
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<u>5-21-12</u> Corsham Park Lane - Speed limit	The Town Council has received a number of comments from residents in the new developments off Park Lane about the need to reduce the speed limit at the western end of the road. At present Park Lane has a 30mph limit from its junction with the A4 to the Peel Circus turning. The area from Peel Circus to Westwells Road is a 40mph limit. It could be argued that the nature of the road has changed (following the building and occupancy of the new housing) and that a 40mph limit might no longer be appropriate. This is especially true for the section between Peel Circus and Hudswell Lane. All agreed to leave this issue on the agenda until space on priority list becomes available. Note: CTC have confirmed to contribute their 25% (£625) towards a SLA if issue progressed.	
<u>5-21-14</u> Corsham, A4 Pickwick junction with Middlewick Lane	Pickwick in the vicinity of Middlewick Lane. There is current no	Action None at present

h,	5-21-17 Corsham, Potley Lane – Congestion and speeding	between the Leafield Industrial Estate and Potley Bridge,		
Ϊ,	Issue 7043 High Street, Lacock – High St/West St request for junction modifications.	 Lacock Parish Council to review and consult locally on lighting design. Currently, the deadline for substantive bids to be submitted is September 2021. Consider CATG/LPC contributions ready for bid process. LPC to confirm whether to have a Stage 1 RSA carried out at this point regarding the minimal lighting option. LPC to carry out further local consultation including street lighting options. LPC to confirm contribution towards scheme ready for substantive bid process. DISCUSSION 	Other recommendations for the village that came about from Atkins report will need new highway improvement request forms submitted for a new issue.	
		LPC & KD discussed the street lighting options and confirmed overall scheme costs with the group. Group agreed contribution of £1,000 towards scheme. LPC confirmed £20,000 towards bid. No action at present-Substantive Bid Submitted Awaiting outcome.	Arrange progression meeting	LPC/SD/K D

A4 and Cross Keys Road junction. Request for reduction in speed limit.	Cost estimate for speed limit assessments is £2,500. in the. Corsham TC did confirm support & 25% contribution for assessment. Cross Keys construction project now finished. Group agreed funding for assessment. Corsham TC confirmed 25% contribution. SA raised concerns over recommendation requesting that section 1 be reduced to 40mph. Officers explained criteria relating to setting speed limit. Request for information on whether environmental impact assessment is carried out as part of the assessment. Group agreed to fund implementation with estimate of £7,000 (CATG £5,250). Subject to Corsham TC confirming 25% contribution of £1,750.	<u>Action</u> Helen/Ruth to put case forward to	HB/RH
	JW asked a process related question. KD confirmed if Corsham TC convince the rest of the group Councillors that a 40mph speed limit should be imposed, this will have to be escalated to the Head of Highways and Asset Management. Ruth and Helen to work with CTC to put case forward to GR. (HB to add to P&A agenda for discussion). Agreed to remove from priority list at present as no WC time required.		

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k,	<u>Issue 5818</u>	Monitor parking issues as the developments on Park Lane	Action
	<u>Issue 6364</u>	progress and collate data received from local residents on the	
		inappropriate parking at this location. Group agreed to leave on	None at present
	Park Lane, Corsham - issues	agenda and continue to monitor until developments have been	•
	with parking in vicinity of	completed. RH raised potential future issue with increased on	
	Chestnut Grange & Purleigh	street parking due to one unit wanting a change of use. New	
	Road.	regulations allow for this without a requirement to apply or	
	Rudu.	impose conditions, therefore this may lead to further parking	
		issues at this location. DA confirmed patching sites have been	
		submitted and are in hand. Group agreed to leave on the	
		agenda for now and monitor.	
		IW commented that must of the development is new complete	
		JW commented that most of the development is now complete	
		and so now would be a good time to review this issue. Group	
		agreed to take a holistic approach and revisit this issue.	
		Oite visit un destables in these 0004. On times to be discussed at	
		Site visit undertaken in June 2021. Options to be discussed at	
		the meeting.	
		HB and AC confirmed the parking issue has become increasingly	
		worse in the last few weeks (June 2021)	
		Further site visits required to monitor parking situation SD	
		complete no issues at present, agreed to remove from priority list	
		until any new evidence produced.	



		Discussion
<u>5-21-19</u>	down the narrow one-way road of Market Place, residents park cars outside on road and large lorries getting stuck trying to get	BPC explained the issue of large
		delivery vehicle from McColl's going
Box, Market Place		down the narrow Market Place,
	BPC not at September meeting so deferred to Jan 2022 meeting	residents park their cars along road
	for discussion.	also which is causing conflict.
		McColl's deliveries should stop on
		A4 or back into the delivery area to
		unload but not doing this, possibly
		so not to block A4 traffic. Possible
		Road narrow/Unsuitable for HGV
		signs required.
		To be looked at once on the top
		priority list.



7.	АОВ		
		Sarah reminds Councils that any new issues must be reported in the correct way by filling in the highway improvement request form and sent in to <u>CATGRequests@wiltshire.gov.uk</u> , where it will be recorded, given a unique number and passed to Sarah to be added to the agenda for the next CATG meeting.	

8.		
	TOP F	IVE PRIORITY SCHEMES LISTED BELOW (SCHEMES HIGHLIGHTED IN YELLOW REQUIRE FUNDING APPROVAL FROM THE
	AREA	BOARD):
	1.	5-20-4 Request for 20mph speed limit on residential streets, Corsham SL Assessment £2,500 (CATG £1875, Corsham TC £625)
		Installation works £5415.34
	2.	5-19-9 Freestone Way, Corsham Bus Stops £15,617.30 (CATG £4000, Corsham TC £11,712.97)
	3.	5-20-5 Memorial Gardens/Market Place Colerne footway works £3200 (CATG £2400, Colerne PC £800)
	4.	5-21-2 B3109 Bradford Road Rudloe Speed limit assessment and topo £4500 (CATG £3375, Corsham TC/Box PC £1125)
	5.	5-21-3 Pool Green/Elley Green Junction Pedestrian works £3500
	6.	5-21-9 Fosseway/Bath Road Junction Colerne signing review £2500
	7.	5-21-18 Smiths Yard/High Street Corsham, nameplate £78
		5-21-20 Corsham Station Road building protection £xxxx

9.			
	Date of Next Meeting	TBC @ 2pm via MS Teams-Meeting dates for new financial year will be sent out once dates of Area Board meetings known	



Corsham Community Area Transport Group

Highways Officer – Sarah Dearden

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 Corsham 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, Corsham Area Board will have a remaining Highways funding balance of **£0**

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 safeguarding implications

7. Recommendations

Corsham Area Board are asked to approve recommendations