

	Item	Update	Latest Actions & Recommendations	Priority	Wh o
	Date of meeting: 23rd April 2024				
1.	Attendees and apologies				
	Present:	Cllrs Elizabeth Threlfall, Gavin Grant, Martin Smith, Chuck Berry. Steve Hind, Becky Chivers, Alice Beer (Little Somerford), Roger Budgen (St Paul Mailmesbury Without), Michael Bromley Gardner (Hankerton and Charlton), Phil Exton (Malmesbury), Chris Pope (Lea and Garsdon), Andy Hatherell (St Paul Malmesbury Without), Graeme Wood (Dauntsey)			
	Apologies:				
2.	Notes of last meeting				
		The minutes from the LHFIG meeting dated 16 th January 2024 are here.			
		Malmesbury LHFIG Note Tracker 160124 FINAL.pdf (wiltshire.gov.uk)			



3.	Financial Position			
		Budget 2024-25 (a) £26,150.00 - LHFIG allocation 2024-25 (b) £52310.41 - Underspend from 2023-24 (c) £0.00 Area Board underspend (d) £7056.00 - 3 rd party Contributions (e) £85516.41 Total Budget 2024-25 (a+b+c+d) (f) Committed /New schemes 2024/25 = £48,520 Current Balance £36,996.41 (e-f)		
4.	Top Priority Schemes (Priority 1)		



7-22-14	Request to remove 'No Entry' sign at Oxford St and	23/04/24		
Malmesbury – Market Lane	bollards installed to enable Market Lane to be	Works complete.	1.	
	pedestrianised.	Bollard keys to be obtained.		
	4/04/23	leave to be OLOOFD		
	The current orders allow egress from Cross Hayes car	Issue to be CLOSED .		
	park to Oxford St. Consideration of bollards at entrance to Oxford St with a removable one included, as at			
	entrance from car park.			
	To be raised to Priority 1			
	27/06/23			
	It may only be necessary to install one bollard			
	(removable) due to the location of the water			
	pump.Underground utilities are being investigated to			
	confirm a suitable location is possible. Cost approx.			
	£1500 for this option. 03/10/23			
	Utility locations being established. Bollard to be			
	obtained so that when trial excavation is undertaken,			
	bollard can be installed at the same time where utility			
	locations allow it to be possible.			
	30% cost approved by Malmesbury TC.			
	16/01/24			
	With Milestone for implementation.			
7-23-05	Request for measures to reduce speed.	23/04/24		
Charlton – B4040/ Tetbury Lane	4/04/23	Works complete.	1.	
,	Generally non injury collisions taking place at night	'		
	where vehicles are speeding coming from the east.	Issue to be CLOSED .		



	Consider possible improvements to help with awareness of the bend. To be raised to Priority 1 27/06/23 Proposals are: enhanced slow markings, repositioning of some signs and possibly a double bend warning sign which may be a more realistic representation. To be shared when finalised. Discussion regarding interactive signs. Note following meeting. Our practice is that interactive signs are only considered where there is a significant collision history record ie injury collisions. 03/10/23 Package of measures submitted to PC. Currently under discussion. PC confirm approval to implement. 30% contribution agreed. 16/01/24 With Milestone for implementation. Target completion end of January.			
7-23-07 Easton Grey, road bridge across River Avon	Damage generally understood to be caused by HGV's and vehicles driving too fast on approach. Request to consider options to prevent HGV's crossing eg 7.5t weight limit, unsuitable for HGV's signing, speed limit assessment. 27/06/23 To be raised to Priority 1	23/04/24 Cost estimate for widening and improvement to carriageway on approach to bridge from the south submitted to the PC for consideration. Full recommendation will cost around £25k. Costs may increase if Scheduled Monument Consent or an	1.	



	Investigate options to reduce HGV access over the bridge. 03/10/23 Discussion with Structures team indicates that latest bridge collision is from a vehicle travelling N o S. Damage to the bridge has been caused in the past by a variety of vehicles and not just HGV's. Improving the carriageway immediately in advance of the bridge travelling S to N may help. Possible temporary CCTV monitoring vehicles at the bridge could help provide reason for collisions. Request to give further consideration to improving/ widening the carriageway on the approach to the bridge from the south and to consider a bollard installation. 16/01/24 Cost estimate for widening and improvement to carriageway on approach to bridge from the south being prepared. Likely to be around £20k. The group understood that Easton Grey PC would be unable to contribute the full 30%. The PC requested that the carriageway surface should not be raised during the improvement and that an email would be sent to SH for clarification.	archaeological watching brief is required. PC to consider and propose contribution. Councillors want this to be funded from central funding as the bridge damage is a general issue not related to LHFIG. ET to discuss with Sam Howell/ Dave Thomas.		
7-22-16 Grittenham	Request for location signing 24/01/23 PC to approve. Estimate for total scheme cost of up to £1000. 27/06/23 Brinkworth PC (Martin Evans) have approved 30% contribution. To be raised to Priority 1 SH to liaise with Martin Evans over details if necessary.	23/04/24 No progress. Appropriate solution not identified. Issue agreed to be CLOSED.	1.	



	03/10/23 Requested locations for signs do not clarify location of a community. 16/01/24 TEAMS discussion required. SH, ET, Martin Evans.			
7-22-2 Sherston – approach speeds	20mph assessments, gateways, loading bay outside Coop. PC to discuss village gate locations and details with Becky Chivers. 27/06/23 Gates ordered and with Milestone for installation. Traffic surveys have been undertaken. Meeting required to discuss the way forward. SH/MS/ET 03/10/23 Traffic surveys have been undertaken. Meeting undertaken. SH/MS/ET 20mph assessment prioritised.Cost £2900. PC contribution 30%. 16/01/24 20mph assessment being undertaken. Additional metrocount data requested.	23/04/24 20mph assessment undertaken. Proposal submitted to PC for consideration. Cost estimate £15k for advert and implementation. Martin Smith gave approval for progress and agreed 30% contribution.	1.	
7-22-8 Lea and Cleverton PC - The Spinney access to B4042	Request to move 30mph sign further out towards Lea. 25/10/22 It is not appropriate to change position of 30/40mph limits at this location. Separate non-LHFIG visibility issue with substation position. Scheduled improvement to signing and lining at LEA Top should influence vehicle speeds here.	23/04/24 Atkins have completed the Speed limit assessment report. Distributed to ET, Brinkworth PC and Lea PC. Issue agreed to be CLOSED.	1.	



	Teams discussion undertaken. Suggest Traffic survey (metrocount) to check speeds for vehicles travelling east down the hill from Malmesbury and then possible SID. 4/04/23 Metrocount requested. 27/06/23 Traffic Survey Batch 46 to be commenced in September. 03/10/23 Speed limit assessment for B4042 prioritised refer to 7-23-15 16/01/24 Order for review submitted to Atkins. Proposed completion end of Feb. PC will email their concerns which SH will forward to Atkins for consideration when undertaking the review.		
7-23-15 B4042 – vehicle speeding	Request for speed limit review 03/10/23 Speed limit review for B4042. Prioritised 16/01/24 Order for review submitted to Atkins.	23/04/24 Atkins have completed the Speed limit assessment report. Issue agreed to be CLOSED.	1.
7-23-19 Malmesbury – B4042	Concern about speeding from the Priory Rbt to Cowbridge. 03/10/23 Speed limit review for B4042. Prioritised 16/01/24 Order for review submitted to Atkins.	23/04/24 Atkins have completed the Speed limit assessment report. PC will be installing a SID. Issue agreed to be CLOSED.	1.



7-23-01 Malmesbury, Cross Hayes car park.	Request for disabled parking space to be allocated adjacent to 'Imperial Hearing' 24/01/23 GG to investigate two existing disabled bays nearby and discuss with 'Imperial Hearing'. 4/04/23 GG has discussed with owner who it is understood may be leaving the existing location. 27/06/23 GG considered it would be useful to have a second disabled bay in the car park. 03/10/23 Site meeting undertaken SH/ET. Any existing bay selected to be converted to a disabled bay would require a traffic order. Conversion of one parking space to a disabled bay prioritised. 16/01/24 Map based traffic orders show that one bay in the car park can be reinstated as 'disabled' without an order. BC to include on list of road marking schemes.	23/04/24 To be left on agenda until completion confirmed.	1.	
7-23-12 Malmesbury, Sir Bernard Lovell Rd	Request for 'No waiting at any time' 27/06/23 Site visit required SH, ET. 03/10/23 Site visit undertaken SH/ ET. 'No waiting at any time' can be included subject to confirmation of 30% contribution from PC	23/04/24 Scheme preparation for advert being progressed.	1.	



		16/01/24 Cost estimate including traffic order process is £3k. Confirmation from PC to progress, received.		
5.	Other Potential Schemes – not	yet prioritised		
a)	7-22-15 B4042 Brinkworth – Footway Phase 2	Continuation of footway following completion of Phase 1 in May 2022. 24/01/23 Site visit to be undertaken 4/04/23 Site meeting undertaken. Phase 2 to be broken into shorter sections. PC to discuss and gain support for hedge removal at the eastern end with landowners. Drainage issues to be resolved. Response from Danny Everett that ditches are not to be piped. 27/06/23 Possible hedge cutting organised by the Area Office when conditions allow. 16/01/24 ET/ BC to discuss verge improvements on site.	23/04/24 BC will try flattening verges. ET/ SH to review whether a footway can be implemented.	
b)	7-23-04 Malmesbury, pedestrian crossing at bottom of Tetbury Hill.	Request to install camera at the pedestrian crossing. 4/04/23 This is not something that Highways would undertake. Malmesbury TC to consider as part of their town centre CCTV project. 27/06/23	23/04/24 No LHFIG input required. Issue agreed to be CLOSED.	



		CCTV not an option at this location as part of the town centre proposals. Site vi03/10/23 03/10/23 Site meeting undertaken SH/ET. Some tree cutting required to be undertaken by the Area Office to enable school warning signs to be visible. 16/01/24 Some tree trimming has been undertaken. GG/ Phil Exton to discuss with Co-op.	
с)	7-23-16 Malmesbury – Riverwalk bridleway sign amendments	Request to remove pole and bridleway sign. Dog fouling sign to be retained and resited under Riverwalk sign after permission obtained from Maltings Management Co. who own the wall. 03/10/23 GG/ Phil Exton to review and gain permission from Management Co if necessary. 16/01/24 Not discussed.	23/04/24 No LHFIG input required. Issue agreed to be CLOSED.
d)	7-23-18 A429 nr Kemble	Request for speed reduction/ camera from No 1 Pat-Yat. Poor visibility when turning onto A429. 03/10/23 Parish Council will have to request hedge cutting to address visibility concern. Speed limit reduction is not appropriate at this location. 16/01/24 Hedges to be trimmed by Parish Steward or landowners. Chuck Berry to discuss with PC.	23/04/24 No LHFIG input required. Issue agreed to be CLOSED.



e)	7-23-20 Malmesbury- A429 south from Priory Rbt	Concern about non compliance of 30mph limit. 03/10/23 PC to consider SID/ community speed watch/ police enforcement. 16/01/24 BC to request maintenance of beacons due to visibility concern for the zebra crossing to the south of the Priory roundabout. Request to consider iilluminated posts.	23/04/24 Atkins lighting team do not promote illuminated posts. They can prevent visibility of pedestrians waiting to step out onto the crossing. The high luminance can hide the user in a relatively dark ambient background. High visibility beacons and good illumiation of the crossing are safer and more robust options and standardised with regards to maintenance. The group are determined to pursue illuminated posts as well as new globes. ET to discuss with Sam Howell/ Dave Thomas.
f)	7-23-22 B4040 Malmesbury to Sherston	Request for 1. Cycle path/ lane. 2. Improvent to Fosseway By-way. 16/01/24 Consideration on the use of scalpings to improve the surface of the Fosseway.	Scheme to be raised to PRIORITY 1 23/04/24 SH to review the by-way and then request for Stephen Leonard to supply scalpings if necessary. Footpath group – ET, MS and Henry Jodrell to be kept informed.
g)	7-23-24	Request for yellow backing to 30mph signs. White Gates but not at 30mph limit.	23/04/24



	Charlton, B4040 – Addition to 7-23-05	16/01/24 Site meeting required. SH/ ET/ Michael Bromley-Gardner	TEAMS meeting undertaken. Issues clarified. Period of monitoring required for recent project in Charlton. SH to check width acvailability at location for requested gates.
h)	7-23-25 Crudwell, Tetbury Lane.	Request for upgraded passing places and works to fill potholes. 16/01/24 To be clarified. SH to send issue to ET/ BC.	23/04/24 Potholes within the highway to be addressed. BC/ ET to check if passing places are within the highway boundary.
i)	7-23-26 Lea, Corner of The Street and Crabmill Lane.	Request for reflective marker posts or similar to warn of bend. 16/01/24 SH to set up TEAMS meeting. Include ET/ Chris Pope.	23/04/24 TEAMS meeting undertaken. Bend warning sign and 'SLOW' marking to be considered. Apparently road centre markings maintenance is not undertaken through the Area Office. ET to raise query with Chris Clarke. Agreed to be raised to PRIORITY 1.
j)	7-23-27 Malmesbury, Baskerville – barrier.	Works to create width adjacent to the barrier for disabled access. 16/01/24 SH to set up TEAMS meeting. Include ET/ GG/ Phil Exton.	23/04/24 TEAMS meeting requested but not yet achieved. SH to arrange TEAMS meeting.
k)	7-23-29 Malmesbury, Baskerville – No waiting at any time.	Request to investigate No Waiting at any time at the end of Baskerville and adjacent access road off the A429. 16/01/24	23/04/24 TEAMS meeting requested but not yet achieved. SH to arrange TEAMS meeting.



		SH to set up TEAMS meeting. Include ET/ GG/ Phil Exton.		
I)	7-23-30 Hankerton - speed issues	Signs / road markings to assist with speed reduction. 16/01/24 Advice requested on signs/ roadmarkings solution.	23/04/24 TEAMS meeting undertaken. Advice is that at this location there are no signs or road markings that will be really helpful. Some improvements to place making could be appropriate. Warning signs for pedestrians/ equestrians discussed together with a SLOW marking and this is to be considered by the PC. PC to produce suggestions.	
m)	7-23-31 Little Somerford, Field View	Request to consider footway and reduce speed limit to 30mph. 16/01/24 Consider signing, moving location of village sign.	23/04/24 Signing and road marking proposal being developed in conjunction with 7-23-32. SH to send proposal to PC for consideration.	
n)	7-23-32 Little Somerford, junction of Mill Lane and The Street.	Request to improve visibility. 16/01/24 Review signing on approach to railway bridge from the south.	23/04/24 Refer to 7-23-31 above.	
0)	7-23-34 Malmesbury, Cross Hayes car park	Request for barrier opposite bus stop to ensure vehicles use correct car park exit. 16/01/24 Include discussion in TEAMS meeting. SH/ET/GG/Phil Exton. Maintenance required to straighten post for 'No Entry' sign BC.	23/04/24 TEAMS meeting requested but not yet achieved. Confirmation required that the 'No Entry' sign post has been rectified. SH to arrange TEAMS meeting.	



p)	7-23-35 Malmesbury, Betty Geyser steps linking Abbey Row with Burnivale.	Request for handrail. 16/01/24 The steps are not within the highways maintenance area.	23/04/24 The steps are on a right of way and not highway. Stephen Leonard is preparing a cost for the handrail. TC commit 30% contribution. Agreed to be raised to PRIORITY 1.
6.	New Issues submitted since pre	evious meeting	
	7-24-01 Milbourne, C67 East to Tanners Bridge	Request for SIDS. PC to request traffic survey.	23/04/24 Traffic survey to be undertaken. Leave on Agenda.
	7-24-02 Corston, A429/ Common Road	Very poor visibility turning in and out of Common Lane.	23/04/24 Considered to be an issue with cutting foliage to improve visibility. Roger Budgen to speak with PC to arrange. Issue agreed to be CLOSED.
	7-24-03 Malmesbury, zebra crossing by Priory Rbt	Request to improve visibility of crossing to motorists.	23/04/24 Covered under 7-23-20. Issue agreed to be CLOSED.
	7-24-04 Pinkney, Pinchmore Lane	Request to look at options to prevent large vehicles from using Pinchmore Lane.	23/04/24 Discussed and there is no realistic option for an improvement. Issue agreed to be CLOSED.
	7-24-05 Brokenborough, footpath and handrail next to Brook Cottage SN16 0HY	Request for repairs/ new installations	23/04/24 SH to raise with Stephen Leonard to assess.



7-24-06 B4042 Little Foxes, The Common SN15 5DX	Danger for vehicles turning right into Little Foxes nursery.	23/04/24 Consideration of signing/ road markings. Agreed to be raised to PRIORITY 1.
7-24-07 Malmesbury, Corn Gastons	Request to enable grass verges to be used as parking due to cars having to park partly off the road to allow access for school buses.	23/04/24 SH to arrange site meeting SH/ ET/ GG
7-24-08 Malmesbury, entrance to Olivers Lane off High Street.	Concern over blocked access.	23/04/24 GG to contact parking enforcement. Agreed issue to be CLOSED.
7-24-09 Malmesbury, St Mary's Street	Very poor visibility for cars accessing St Mary's Street from St Mary's Lane.	23/04/24 It is not possible to address this issue within the highway. Agreed to be CLOSED.
7-24-10 Brinkworth, B4042/ School Hill junction	Request for 20mph limit at school drop off and collection times.	23/04/24 To be addressed through the school travel plan process. Issue agreed to be CLOSED.
7-24-11 Malmesbury, bus shelter	Request for bus shelter from resident in Parklands. Location to be clarified.	23/04/24 GG/ PE to clarify issue.
7-24-12 Malmesbury, Bristol St into West St	HGV damage to wall due to tight turn.	23/04/24 No realistic solution available. Issue agreed to be CLOSED.
7-24-13 B4014 Tetbury Road SN16 0HU	Request for reduction in speed limit at the location of houses and turning at the Brokenborough junction.	23/04/24 Considered to be an issue with cutting foliage to improve visibility. MS to dscuss with PC.



			Issue agreed to be CLOSED.	
	7.04.44	Doubing access and anading issues	22/04/24	
	7-24-14 Crudwell, Eastcourt Rd adjacent to school	Parking, access and speeding issues	23/04/24 No conclusion agreed on how to address this issue. Further discussion required.	
7.	Other items -			
8.	 Reminder that all Highways Improvement Requests should be sent to LHFIGrequests@wiltshire.gov.uk otherwise they may get overlooked. The link to raise an issue is here Local Highway and Footway Improvement Groups - Wiltshire Council Malmesbury TC substantive bid for improvement to some existing town centre lighting columns to enable CCTV installation has now been approved. Schemes that are greater than the cost of the LHFIG budget can be assessed for possible submission as Substantive Schemes once agreed through the LHFIG. Agreement of Priority 1 schemes Note: Issues which are 'Greyed out' indicate approved schemes which are progressing towards implementation. Schemes Highlighted in yellow require Area Board approval)			d
	1. 7-23-07 Easton Grey, road brid	ge – investigate options to reduce HGV access	protect bridge.	
	2. 7-22-02 Sherston – 20mph limit	t assessment.		
	3. 7-23-01 Malmesbury, Cross Ha	yes car park - conversion of parking space to	disabled bay.	
	4. 7-23-12 Malmesbury, Sir Berna	rd Lovell Road – No waiting at any time.		
	5. 7-23-20 Malmesbury, A429 Sou	uth from Priory Rbt – Improvement to zebra cro	ssing visibility.	



	2 nd July 2024	
9.	Date of Next Meeting:	
	8. 7-24-06 B4042 Little Foxes – consideration of warning signs and road markings.	
	7. 7-23-25 Malmesbury, Betty Geyser Steps, linking Abbey Row with Burnivale – Proposed handrail.	
	6. 7-23-26 Lea, corner of The Street/ Crabmill Lane – consideration of bend warning sign and 'slow' markings.	

Malmesbury Local Highway and Footway Improvement Group

Highways Officer - Steve Hind

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 Malmesbury 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, Malmesbury Area Board will have a remaining Highways funding balance of £36996.41.

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.