

# MINUTES

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**Meeting:** Corsham Community Area Transport Group (CATG)  
**Place:** Monkton Room, Monkton Park, Chippenham  
**Date:** Wednesday 12 June 2019  
**Time:** 10.00 am

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Please direct any enquiries to Kate Davey (Traffic Engineer), direct line 01225 713302 or email [kate.davey@wiltshire.gov.uk](mailto:kate.davey@wiltshire.gov.uk)

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CORSHAM COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 12<sup>th</sup> June 2019</b>			
<b>1.</b>	<b>Attendees and apologies</b>			
	<p>Present:</p> <p>Cllr Philip Whalley – Wiltshire Council            Cllr Brian Mathew – Wiltshire Council            James Whittleton – Corsham Town Council            Peter Anstey – Corsham Town Council            Stuart Gregory – Lacock Parish Council            Peter Shaw – Lacock Parish Council            Vaughan Hill – Box Parish Council            Gemma Winslow – Wiltshire Council Highways            Spencer Drinkwater – Wiltshire Council Transport Planning            Cllr Ben Anderson – Wiltshire Council            Cllr Ruth Hopkinson – Wiltshire Council            Kate Davey – Wiltshire Council Highways</p> <p>Apologies:</p> <p>Anthony Clarke – Coleme Parish Council            David Arnup – Wiltshire Council Highways            Trixy Alberga – Corsham Town Council            Ros Griffiths – Wiltshire Council CEM</p>			
<b>2.</b>	<b>Notes of last meeting</b>			
		The notes of the last meeting held on 13 <sup>th</sup> February 2019 were accepted as a true record.	Agreed.	

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3.	<b>Financial Position</b>			
		See Finance sheet. 2019/20 allocation is £10,951.00. 2018/19 underspend was £23,690.00 and the current commitments total £36,266.00 giving a remaining budget of £24,766.00.	Noted and agreed.	
4.	<b>Top 5 Priority Schemes</b>			
a)	<p><a href="#">Issue 6776</a></p> <p>Box Parish name plates.</p>	<p>Box Parish Council has obtained quotations for signs to be put at the entrances to the Parish. Four signs will cost £1100. However, when asked Highways Department to obtain permission for signs to be erected was told that these would have to be erected by an accredited Highways contractor. The Highways department agreed to obtain a quotation from Ringway and this has come in at a total cost of £4392 which the Parish council finds totally unacceptable.</p> <p>Box PC have sent sign design to KD and discussed requested locations. KD requested installation cost from contractor, awaiting response.</p>	<p><b>ACTION:</b> Chase Ringway for installation cost and forward onto Box PC.</p> <p><b>RECOMMENDATIONS:</b> Group agreed that this scheme should be fully funded by Box PC should it go ahead.</p> <p>Group agreed to remove from CATG agenda.</p>	KD
b)	<p><a href="#">Issue 6682</a></p> <p>Bridge between Lacock and Bowden Hill.</p>	<p>There is no signage just before you go over the one way bridge to indicate who has right of way. There either needs to be signage or traffic lights to indicate who has priority. Even a sign to advise motorists to be considerate to oncoming vehicles. On many occasions, there have been stand offs and neither know who has priority.</p> <p>This issue to be investigated further to determine if any improvements can be made. There are existing warning signs in advance of the bridge on both approaches, however they have differing safety messages.</p>	<p><b>ACTION:</b> Arrange site meeting to discuss options with Lacock PC.</p>	KD

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c)	<p><a href="#">Issue 6734</a></p> <p>Neston/ Chapel Plaister - 7.5t weight restriction signing.</p>	<p>HGVs in excess of 7.5 tonnes except for access applies to all in this report using country lanes and not obeying road signs. Metsec lorry BU16 YLK drove down Jaggards Lane having turned off B3109 at Chapel Plaister to get to Wadswick Green whilst using the wrong SATNAV and could not turn around when he reached the end of Hollybush Lane. There are no weight restriction signs at Chapel Plaister which would have prevented this situation. There is a sign at the entrance to Neston. The vehicle caused damage to trees beside the lane. Wadswick Lane the old drovers route is so narrow that it is impossible for two cars to pass. This is not the first time this has happened.</p> <p>Corsham TC have confirmed support and requested advisory signs on B3109. Please see proposal plan attached to agenda and estimated cost is in the region of £1,500. 25% contribution being £375 if confirmed.</p>	<p><b>ACTION:</b> Group agreed funding. Corsham TC agreed 25% contribution. Work to be ordered.</p>	KD
d)	<p><a href="#">Issue 6936</a></p> <p>The Ley, Box – Traffic not adhering to the one way restriction.</p>	<p>Concerns raised over vehicles not observing the one way traffic restriction on The Ley in Box. Request for additional one way sign to be erected just past the V entry point of The Ley.</p> <p>Box PC agreed 25% contribution. New sign has been ordered and installed.</p>	<p><b>ACTION:</b> Work complete. Remove and close issue.</p>	KD/RG

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e)	<p><a href="#">Issue 6829</a> Lacock village – restriction for tourist coach restriction.</p>	<p>Lacock Parish Council have raised concerns over tourist coaches causing multiple problems in the village. Issues include parking on double yellow lines, blocking service bus stops and causing traffic jams endangering their passengers by dropping them at inappropriate locations and having little regard for other road users and residents. Request for a ban on tourist coaches entering the village but be permitted to use the coach park via Melksham Road and Hither Way, exemptions for local buses/school buses to be considered.</p> <p>Lacock PC and Wiltshire Highways have been in correspondence regarding the options available for this issue but are yet to reach a resolution.</p> <p>Lacock PC to provide evidence to support this issue as requested by Cllr Whalley at last meeting.</p>	<p><b>DISCUSSION:</b> Lacock PC supplied photo evidence for the group to view. Group discussed issue in more detail and the options available to help mitigate the impact, which have been submitted to the PC.</p> <p><b>ACTION:</b> Produce a preliminary design and estimate for the introduction of an advisory signing scheme for coaches and submit to PC for review.</p>	KD
f)	<p><a href="#">Issue 5046</a> Gastard Lane, Gastard HGV concerns</p>	<p>Original request submitted in 2016 regarding concerns over HGV movements damaging property and a request for weight restriction. Metro count done 27/11/17 – 06/12/17 with results of average speed: 22.6mph. 85%ile: 28.6mph. Approx. 13% being HGV movements during the count period.</p> <p>CATG requested assessment be undertaken to determine if the route would meet the criteria for unsuitable for HGV advisory signs. Briefing note discussed at June 2018 meeting – No evidence to support signs but suggested signs for ‘single track road with no passing places’. TC confirmed at Sept 2018 meeting they did not support this and issue was closed. TC asked for this to be re-opened and reconsidered at meeting.</p> <p>Site meeting took place on 14<sup>th</sup> March 2019 and it was agreed that KD would put together a proposal for advisory signing for Gastard Lane. Please see attached proposal plan attached to agenda and the estimated costs for this work is in the region of £700. 25% contribution being £175 if confirmed.</p>	<p><b>DISCUSSION:</b> RH has spoken with Octavian and confirmed that they do not advertise this as a suitable route to access them.</p> <p><b>ACTION:</b> Group agreed funding. Corsham TC agreed 25% contribution. Work to be ordered.</p> <p>Send design to resident for information.</p>	KD  KD

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5.	<b>Other Priority Schemes</b>		
a)	<p><a href="#">Issue 4105</a></p> <p>HGV's speeding on A365 Box.</p>	<p>Box PC have confirmed request for metro count from 03/10/18. Road Safety Team have put it as a top priority and submitted the request for action.</p> <p>Box PC sent in results with 85%ile being 37mph and the average speed at 31mph. Community Speed Watch will now operate in this location.</p>	<p><b>ACTION:</b> Remove &amp; close issue.</p> <p>KD/RG</p>
b)	<p><a href="#">Skynet Drive</a></p>	<p>Legal have now confirmed that the lease agreements are complete.</p> <p>Section 106 agreement for Bellway homes to release funding for the installation of Toucan crossing will be triggered at first occupancy.</p> <p>Shared use path construction at southern end Skynet Drive/Park Lane junction is to be completed during January/February 2019 in preparation for the crossing and cycle link at the north end. Design for Toucan crossing is underway and the legal paperwork is with the Traffic Regulation Order team for processing and advertisement.</p>	<p><b>DISCUSSION:</b> SD chased Bellway Homes for update on first occupancy, There has been a delay due to unexpected issues with underground utilities.</p> <p><b>ACTION:</b> Continue to monitor progress.</p> <p>SD/KD</p>

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<p>c)</p>	<p><a href="#">Corsham Cycle Network</a></p> <p>Spring lane resurfacing &amp; cycle signing</p>	<p>Substantive bid application successful.</p> <p>The recommended option to ensure longevity of the surface is estimated at £26,000. Currently there is £8,000 committed from the substantive bid fund and £8,000 from Corsham Town Council.</p> <p>Corsham Town Council have confirmed additional £5,000 funding. CATG agreed £5,000 contribution. The work has been delayed until September 2019 due to the requirement to remove vegetation prior to work commencing. This cannot be achieved during nesting season. Signing has been agreed and will be ordered to coincide with surfacing works.</p>	<p><b>ACTION:</b> Continue to monitor progress.</p>	<p>KD</p>
<p>d)</p>	<p><a href="#">Issue 5540</a></p> <p>A4 Box –HGV’s using unsuitable routes between Box &amp; Coleme</p>	<p>HGV traffic ignoring the advisory signage along the A4 and using unsuitable routes to get from Box to Coleme such as Tutton Hill/Mill Lane. Tutton Hill did not make the top locations to be taken forward through the FAPM process for this financial year.</p> <p>Coleme Parish Council agreed to collect data on past incidents at the last meeting and to give update on their progress. At February 2019 meeting Coleme Parish Council confirmed lack of recent evidence to support this issue. Group agreed to keep on agenda for now until such time as further evidence can be provided.</p>	<p><b>RECOMMENDATION:</b> Group agreed to keep this issue open and monitor.</p>	



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<p>e)</p>	<p><a href="#">Issue 5818</a> <a href="#">Issue 6364</a></p> <p>Park Lane, Corsham - issues with parking in vicinity of Chestnut Grange &amp; Purleigh Road.</p>	<p>Monitor parking issues as the developments on Park Lane progress and collate data received from local residents on the inappropriate parking at this location.</p> <p>Request received from resident for access protection bar marking across driveway to extend 5.0m either side of access. This type of marking is advisory and should only be used to protect an access and not extend further as with the existing marking for the church entrance.</p> <p>Further correspondence and photos received March 2019 from residents of Chestnut Grange detailing the parking/safety issues in vicinity of its junction with Park Lane. To be discussed at meeting.</p>	<p><b><u>DISCUSSION:</u></b> RH has liaised with local PCSO to promote enforcement of obstruction by vehicles parking too close to junctions. Corsham TC has spoken with businesses regarding amount of parking along this section of Park Lane.</p> <p><b><u>RECOMMENDATION:</u></b> Continue to monitor.</p>	
<p>f)</p>	<p><a href="#">Issue 6421</a></p> <p>B3109 Bradford Road/Stone Close, Corsham – Safety of pedestrians crossing at this location.</p>	<p>Crossing Bradford Road east of Stone Close junction is considered dangerous by parents of school children who are walking from Park Lane to Rudloe. It was agreed the main issue is overgrown foliage.</p> <p>Parish Steward has been instructed to cut back vegetation. DA/GW to give update.</p> <p>PA to give update on why as part of the planning process there haven't been any dropped kerbs installed for the footpath link at Park Lane/Bradford Road. Metro Count results:</p> <p>B3019 Bradford Road – east of Stone Close 40mph Speed limit: Average speed: 31.8mph 85%ile speed: 38.03mph</p> <p>Results do not qualify location for community speed watch. Group agreed to put on hold until Park Lane developments are complete.</p>	<p><b><u>DISCUSSION:</u></b> PA has submitted request to Development Control to confirm if a dropped kerb should go in at this location.</p> <p><b><u>ACTION:</u></b> Remove &amp; close issue.</p>	<p>KD/RG</p>



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g)	<p><a href="#">Issue 6768</a></p> <p>Corsham Road, Lacock – Rail bridge visibility for pedestrians &amp; cyclists.</p>	<p>The railway bridge on Corsham Road just east of the Stonegate site. Cyclists and pedestrians are concerned about the relative lack of visibility when crossing the hump of the bridge. Motor vehicles can cross the bridge at speed without being able to see what is on the other side until at the apex. Request for review/additional signing warning of hazard.</p> <p>DA to look at signs warning of pedestrians walking over the bridge and give update at meeting.</p>	<p><b>ACTION:</b> Arrange for sign erection</p>	DA
h)	<p><a href="#">Issue 6967</a></p> <p>Traffic management measures in Lacock village</p>	<p>Concerns over the speed of traffic through Lacock village. After a meeting with the MP for Chippenham and the Cabinet Member for Highways the local community expressed their concerns and requested physical traffic calming measures in strategic locations around the village.</p> <p>Group requested SD to look at more strategic approach to reducing volume/speed of vehicles in village.</p>	<p><b>RECOMMENDATION:</b> This has been raised at a strategic level and therefore can be removed from CATG and issue closed.</p>	KD/RG
i)	<p><a href="#">Issue 6960</a></p> <p>C151 &amp; Doncombe Lane, Colerne - reduction in speed limit with petition.</p>	<p>Petition received by Wiltshire Council for the reduction in speed limit on C151 and Doncombe Lane to allow safer crossing for school children. Additionally if the speed is reduced then a further request for an advisory part time 20mph restriction on C151 in vicinity of junction which leads to primary school.</p> <p>Cost estimate for speed limit assessments is £2,500. Group agreed to put this issue on hold until the improvement works developed through TAOSJ initiative have been completed.</p>	<p><b>RECOMMENDATION:</b> Group agreed in principle to fund speed limit assessment.</p> <p><b>ACTIONS:</b> Raise issue at next PC meeting to confirm support for 25% contribution to speed limit assessment.</p> <p>Investigate recent collisions to see if this site has been flagged up on collision cluster site list and look for coroner's report.</p> <p>Move to top priority list.</p>	BM  KD  KD

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j)	<p><a href="#">Issue 6919</a></p> <p>Notton Lane, Lacock</p> <p>Rat running traffic from Corsham Road to avoid queues at traffic signals on A350</p>	<p>Residents raising concerns over rat running speeding traffic along Notton Lane mainly from Corsham Road where visitors of Whitehall Garden Centre are trying to avoid queueing traffic at the A350 traffic signals to head towards Chippenham. Whitehall have been granted permission to extend and therefore the problem is likely to increase in the future.</p> <p>Request for either No entry signs at Corsham Road/Notton Lane junction. This will mean a one way restriction going north to south and vehicles including residents, school traffic, farm vehicles will not be allowed to travel north. Alternatively a no left hand turn restriction for Corsham Road/Notton Lane junction.</p> <p>Lacock Parish Council to undertake further investigations locally and request a metro count.</p>	<p><b><u>ACTION:</u></b></p> <p>Lacock PC to chase resident for most appropriate position for metro count to be undertaken and then request using new process.</p>	<p>Lacock PC</p>
k)	<p><a href="#">Issue 6886</a></p> <p>A4 and Cross Keys Road junction</p> <p>Request for reduction in speed limit.</p>	<p>Concerns raised from residents over the national speed limit restriction from Pickwick through to the Corsham town boundary near the Cross Keys junction. Request for a reduction in speed limit to be considered.</p> <p>Cost estimate for speed limit assessments is £2,500. To be discussed at the meeting.</p> <p>This issue to be put on hold until the improvement works due to take place in the summer are complete. Corsham TC did confirm support &amp; 25% contribution for assessment.</p>	<p><b><u>RECOMMENDATION:</u></b></p> <p>Group agreed to monitor and keep open.</p>	

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l)	<p><b><u>Issue 6876</u></b></p> <p>Request for 20mph speed limit on residential streets around Corsham.</p>	<p>Request for 20mph speed limit on residential streets in Corsham including Pickwick Road, Newlands Road, Pound Pill leading to Prospect. This proposal is aligned with the Corsham Public Realm study and part of the Corsham Strategic Plan 2018-2022.</p> <p>Cost estimate for speed limit assessments is £2,500. This issue to be put on hold until Corsham TC have carried out further consultation.</p>	<p><b><u>RECOMMENDATION:</u></b></p> <p>Group agreed to monitor and keep open.</p>	
m)	<p><b><u>Issue 6855</u></b></p> <p>Valley Road, Corsham – Pedestrian safety walking from Creswells to Spackman Lane.</p>	<p>Issue raised regarding pedestrian safety when walking along Valley Road specifically from Creswells to Spackman Lane. Concerns mainly relating to pupils walking to Corsham School the wrong side of the barrier in close proximity to the carriageway.</p> <p>There is already an existing walking route which is considered to be a sufficient alternative to walking alongside the carriageway at this location.</p> <p>Corsham TC to take issue to next Properties &amp; Amenities committee and give update at meeting.</p>	<p><b><u>RECOMMENDATION:</u></b></p> <p>Corsham TC have written to the school but have not received a response.</p> <p><b><u>ACTION:</u></b></p> <p>Remove &amp; close issue.</p>	KD/RG

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6.	New Requests / Issues		
a)	<p>Kingsdown, Box</p> <p>Petition to reduce speed limit to 40mph.</p>	<p>Petition received by Wiltshire Council March 2019 from local residents of Kingsdown who wish the existing national speed limit restriction be reduced to 40mph.</p> <p>Cost estimate for speed limit assessments is £2,500. Box PC to consider whether this issue is supported. To be discussed at meeting.</p>	<p><b>ACTION:</b></p> <p>Raise issue at next PC meeting to confirm support for 25% contribution to speed limit assessment.</p> <p>Box PC</p>
b)	<p><b>Issue 7244</b></p> <p>Church Rise/Leaffield Road/Elley Green/Lypiatt Road/Dicketts Road – Request for dropped kerbs &amp; footway repairs</p>	<p>Concerns raised by disabled resident of Neston Crescent when using Church Rise, Leafied Road, Elley Green, Lypiatt Road and Dicketts Road on their mobility scooter to travel from Neston towards Corsham Town. Difficulties using existing footways due to the path being overgrown and damaged in places. Kerbs too high across entranceways and request for dropped kerbs.</p> <p>To be discussed at meeting. Will require more detailed information of the exact locations before this can be investigated. Corsham TC to consider whether this issue is supported.</p>	<p><b>ACTIONS:</b></p> <p>Leaffield Road/Elley Green Lypiatt Road/Dicketts Road – Corsham TC confirmed amount of dropped kerbs required is not viable option. Church Rise – resurfacing submitted through MyWiltshire App.</p> <p>Other routes available if existing footways are cleared of vegetation. GW suggested Sparke team which is managed through Streetscene. Liaise with Sparkle team and circulate any info to group.</p> <p>Close issue and remove.</p> <p>Corsham TC/RH</p> <p>KD/RG</p>

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c)	<p><b><u>Issue 7226</u></b></p> <p>Box Hill, Box – Request for reduction in speed limit from 50mph to 40mph.</p>	<p>Concerns raised from resident of Moon House, Box Hill regarding safety when exiting properties on foot to cross the A4 Box Hill and the width of the footway on the opposite side of the road leading up to Rudloe Manor. Speeding traffic has resulted in many near misses.</p> <p>Request for reduction in speed limit along this route from 50mph to 40mph. Box PC to consider whether this issue is supported. To be discussed at meeting.</p>	<p><b><u>ACTION:</u></b></p> <p>Send original issue form to Box PC for review and consider whether the issue is supported.</p>	KD
d)	<p><b><u>Issue 7105</u></b></p> <p>Pickwick Road, Corsham – Request for warning sign.</p>	<p>There have been several near misses on the pedestrian crossing in Newlands Road by vehicles turning left from Pickwick Road. It is usually fine in all other directions. This issue was raised at a MOD focus group.</p> <p>Request for advance warning sign on Pickwick Road to warning drivers of pedestrian crossing on Newlands Road.</p>	<p><b><u>ACTIONS:</u></b></p> <p>Remove &amp; close issue.</p> <p>Inform requester.</p> <p>To be looked at through Public Realm activities.</p>	KD/RG JW
e)	<p><b><u>Issue 7076</u></b></p> <p>Ladbrook Lane/B3353 junction, Corsham – Visibility of junction</p>	<p>Motorists emerging from Ladbrook Lane on to the B3353 consider it a dangerous junction due to relatively poor visibility of traffic travelling on the B3353.</p> <p>Some work was carried out last year to remove vegetation to help maintain maximum visibility at this junction but the existing stone wall still causes some difficulty. Request for advisory signs on B3353 to warn drivers of turning vehicles at this junction.</p> <p>To be discussed at meeting. Corsham TC to consider whether this issue is supported.</p>	<p><b><u>ACTION:</u></b></p> <p>Enforcement letter to be sent to land owner to cut back vegetation and increase visibility splay.</p> <p><b><u>RECOMMENDATION:</u></b></p> <p>Group agreed to keep open until after this work is complete to see if any signing work will also need to be requested.</p>	GW

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f)	<p><b><u>Issue 7043</u></b></p> <p>High Street, Lacock – High St/West St request for junction modifications.</p>	<p>Visitors continue to turn left into the High St which is gated at the far end when they should be continuing straight across the junction to access the car park via Hither Way. The road signs correctly indicate that the car park is straight on but the road markings and general road layout indicate that the road bears left. The junction layout also represents a hazard in that traffic proceeding across the junction from the north does not always give way to traffic from the left which has right of way.</p> <p>The Parish council would like to see a mini roundabout at this junction with some remodeling to enforce the direction that through traffic should take and reduce the apparent significance of the High St to traffic.</p> <p>To be discussed at meeting.</p>	<p><b><u>RECOMMENDATION:</u></b> Group agreed to fund topographical survey. Lacock PC agreed 25% contribution.</p> <p><b><u>ACTIONS:</u></b> Order survey.  Move to top priority list</p>	<p>KD  KD</p>
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## CORSHAM COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

<b>7.</b>	<b>Other Items</b>			
a)	Major Projects for Corsham Area Board	<p>Future planned Wiltshire Council major projects for the Corsham Area Board to be shared with the group as and when they should arise:</p> <p>Cross Keys improvements summer 2019.</p>	Group noted programmed construction start date is anticipated to be 22 <sup>nd</sup> July 2019.	
b)	LTP 4 & Freight Strategy	Please see attached to agenda an update from the Cabinet Member for Highways & Transport on the freight strategy going forward as part of the completion of the Local transport Plan 4 (LTP4).	Noted by all.	
c)	Briefing note No. 19-016 Changes to submission of highway improvements and traffic survey requests	See document attached to agenda. For discussion.	Discussed and noted by all.	



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d)	Flooding in Box	<p>An issue has been raised with concerns about the flooding in Box. Some of the problem is maintenance and the PC were advised to speak with their parish steward and/or report it through the My Wiltshire app. The issue has also been sent to Paul Bollen.</p> <p>All information received has been forwarded onto drainage team as requested. An initial site visit was carried out and the gully pots do not seem to be connected to anything. Further investigation to be undertaken by GW.</p> <p>Some work at Quarry Hill has been carried out and it was confirmed that more regular clearing out is helping. Keep open and DA to confirm if further work is required.</p>	<p>Work has now been complete and GW will continue to monitor hot spots when necessary.</p> <p><b><u>ACTION:</u></b> Remove from agenda.</p>	KD
e)	Metro counts being undertaken in and around West & North Wiltshire	<p>This is survey work being undertaken as part of an area wide transport modeling study. Group requested to receive data once surveys are complete for analysis of HGV movements and speed.</p> <p>SD to confirm if survey data has been received and can be shared with CATG. SD to send information to RH and both to chase resolution.</p>	<p><b><u>ACTION:</u></b> SD to arrange for results to be sent to KD who will then distribute to rest of group.</p>	SD/KD

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8.	<b>AOB</b>			
	<b>Colerne C151</b>	<p>This is the main road from Ford to Colerne. A petition was submitted for speed reduction by Brian Mathew. Since then, there have been 3 serious accidents. The PC considered these issues and decided that they need to wait for the police and coroner's reports. It was agreed that a metro count be put forward to determine speed around the Thickwood junction and the gully reported to be emptied. (Colerne PC).</p> <p>The metro figures have come back but the speed limit for the road seems to have been set at 50mph when it should have been 40mph. The Parish Council will go back to Jane Deeley to question it. Metro count results confirmed speeds are within the current limit. Colerne PC to chase police report before considering assessment for reduction in speed limit.</p>	<p><b><u>ACTION:</u></b> Remove from agenda – being dealt with above issue 6960.</p>	KD
	<b>Gully clearing tanker</b>	<p>There is an offer from WC to book out a vehicle to clear gully's</p> <p>DA waiting for roll out of gully clearing tanker and process to book it. Considers additional resources might be required to facilitate.</p>	<p><b><u>ACTION:</u></b> Send out email received from DA to the group with minutes.</p>	KD
	<b>MyWiltshire App</b>	<p>Chair requests a list of all reports raised for Corsham Area Board through the MyWiltshire App and the status of each one.</p> <p>DA agreed to provide this information to the chair.</p>	<p>RH &amp; DA has resolved this so can now be removed from agenda.</p>	KD
	<b>Date of Next Meeting</b>	<p>Wednesday 18<sup>th</sup> September 2019 10am at Committee Room A, Monkton Park, Chippenham.</p>		

## CORSHAM COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

### Corsham Community Area Transport Group

Highways Officer – Kate Davey

#### 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 3<sup>rd</sup> party contributions are confirmed, Corsham Area Board will have a remaining Highways funding balance of **£23,603.50**

#### 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**

## Corsham CATG

### FINANCIAL SUMMARY

#### **BUDGET 2018-19**

CATG Allocation 2019-20 £10,951.00

2018-19 Underspend £23,690.00

#### **Contributions**

Corsham Town Council - Park Lane Parking Restrictions £1,000.00 Confirmed - on hold  
Box PC - One way sign at The Ley £75.00 Confirmed  
Corsham Town Council - Chapel Paister advisory HGV signs £375.00 Confirmed  
Corsham Town Council - Gastard Lane HGV advisory signs £175.00 Confirmed  
Lacock Parish Council - High Street/West Street junction topo survey £387.50 Confirmed

**Total Budget** £36,653.50

#### **Commitments**

Corsham Park Lane parking options £4,000 Estimate - on hold  
Additional funds for Spring Lane, Corsham resurfacing scheme £5,000 Ordered

#### **New Schemes**

Gastard, Gastard Lane HGV matters £700 Estimate  
Lacock bridge pedestrian improvements £0  
Neston Chapel Plaister advisory HGV signs £1,500 Estimate  
Lacock Coach routing through village £0  
Box The Ley one way sign 300 Estimate  
Lacock High Street/West Street junction improvements topo survey 1550 Estimate

**Total Spend / Commitments** £13,050.00

**Remaining Budget** £23,603.50

#### **Substantive schemes**

Corsham TC for cycle network - Spring Lane £13,000 Increased contribution confirmed 28/11/18  
Spring Lane rural cycle route £26,000 Estimate Nov 18

2<sup>nd</sup> April 2019

To all CATG chairs and members

Cabinet Office  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN

Your ref:

Our ref:

Dear CATG Members

## **Freight Strategy and Freight Management Update**

I am writing to inform you of some changes to the Council's freight policies and freight management practices.

As you will be aware, we have been operating our Freight Strategy and Freight Assessment and Prioritisation Mechanism (FAPM) for many years. The strategy was developed under a different national policy framework, for example at the time government was considering the Road Traffic Reduction Act and HGV road user charging, none of which were taken forward in the subsequent years. It has therefore proven difficult to deliver some of the aspirations within the strategy, as the circumstances have changed.

The Council needs to prepare its fourth Local Transport Plan (LTP4) to cover the Local Plan period to 2036. As part of the development of LTP4 the Freight Strategy will need to be reviewed and replaced with a more realistic and contemporary approach that takes account of recent national transport policy changes.

The Council does not have the resources to undertake freight management studies as well as deliver LTP4 and contribute to the development of the Local Plan. It would also be inappropriate to continue applying the FAPM to identify freight management interventions in advance of the outcome of the Freight Strategy review.

As such, the application of the Freight Assessment and Prioritisation Mechanism (FAPM) will be halted until the review of the Freight Strategy has been completed. This will provide the opportunity to reflect on the FAPM's effectiveness, evaluate the outcomes achieved using this process, and decide whether it is fit for purpose under the revised Freight Strategy.

The ongoing freight studies will be concluded but no further freight management studies will be commenced until LTP4 and the review of the Freight Strategy have been completed, which is likely to be in 2020.

I trust that you will understand the reasons for my decision.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bridget Wayman'.

Cllr Bridget Wayman  
Cabinet Member – Highways and Transport

Direct line: 01225 718577

Email: [bridget.wayman@wiltshire.gov.uk](mailto:bridget.wayman@wiltshire.gov.uk)

## Changes to submission of highway improvements and traffic survey requests

### Briefing Note No. 19 - 016

**Service :** Communities  
**Further Enquiries to:** Rhys Schell  
**Date Prepared:** 7<sup>th</sup> May 2019  
**Direct Line:** 01225 716752

Wiltshire Council are changing the way highway improvements and traffic surveys are requested by members of the public and through Town and Parish Councils. The current process requires updating to improve the customer experience and to reduce the steps involved. The proposed new system will foster a closer working relationship with town and parish councils, whilst providing a better and more informed experience for members of the public.

#### Overview

The Area Board issue system is predominately used by residents and town and parish councils for raising highways improvement (Community Area Transport Group) and traffic survey (previously referred to as metrocount) requests. Link here for the Area Board issue system home page: [http://services.wiltshire.gov.uk/Forms/area\\_board/index.php](http://services.wiltshire.gov.uk/Forms/area_board/index.php).

The process and the system require updating to improve the customer experience and to reduce the steps involved from the issue being raised to a resolution being found.

A long-term solution has been proposed with the system moving onto the new My Wiltshire app. However, a more efficient interim solution for these requests will be introduced from Monday 3<sup>rd</sup> June 2019.

#### Updated process for Town and Parish Councils

If a parish or town council wish to raise a highways improvement request they fill out the form in appendix A and send to [integrated.transport@wiltshire.gov.uk](mailto:integrated.transport@wiltshire.gov.uk). This will be received by the local Highways Engineer and added to the next Community Area Transport Group agenda.

If a parish or town council wish to raise a traffic survey request they fill out the form in appendix B and send to [roadsafetydriving@wiltshire.gov.uk](mailto:roadsafetydriving@wiltshire.gov.uk). The criteria for traffic survey locations is included as appendix C.



Both of these forms will be made available at the Area Board issue home page from Monday 3<sup>rd</sup> June 2019 and are shown below as appendices A and B.

### **Updated process for local residents**

If a resident wishes to raise a highway improvement request, they should fill out the form in appendix A and send this to their local town or parish council for consideration.

If a resident wishes to raise a traffic survey request, they should fill out the form in appendix B and send this to their local town or parish council for consideration.

Contact details for each Town and Parish Council is available via a link on each form or on the Wiltshire Council website.

If the Town or Parish Council support the request they submit the respective form as set out above.

If the Town or Parish Council does not support the request then they advise the resident accordingly.

Highway improvement progress updates will be included in the CATG action notes circulated to Town and Parish Councils. It will be for the Town and Parish Councils to update residents on the progress of their request.

## Appendix A

### Highways Improvement Request Form

Date of this request:

#### **Contact details**

Name:

Address:

Telephone No.:

Email address:

#### **Issue Details**

Location of Issue:

Community Area:

Parish or Town Council:

Nature of Issue:

How long as it been an issue?

What would you like done to resolve this issue?

Have you been in touch with your local Councillor? Yes/No

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

## Appendix B

### Traffic Survey Request Form

Request details					
Date of request					
Name of individual making request					
Town/Parish Council					
Town/Parish Council contact name					
Town/Parish contact phone/email					
Name of Area Board/Community Engagement Manager					
Name of Highways Officer (if applicable)					
Reason for this survey:					
<b>Speeding issue</b> (Y/N)		<b>Traffic volume</b> (Y/N)		<b>Vehicle type</b> (e.g. HGV levels) (Y/N)	
Location details:					
<p><b>Please refer to criteria for survey locations before completing this request.</b>  <b>Give specific location details and include a map, map link or photograph of the location overleaf, if possible.</b>  <b>** Use a separate form for each individual survey location.**</b></p>					
<b>Current Speed Limit</b> Please note any location with a speed limit over 40mph will need authorisation from a Highways officer. (Please put an X in the appropriate box)	<b>20mph</b>	<b>30mph</b>	<b>40mph</b>	<b>50mph</b>	<b>60mph</b>
<b>City/ Town/ Village name</b>					
<b>Road name and number</b> , if known (e.g. A123, C111, High Street, London Road etc.)					
<b>Preferred location for survey equipment:</b> (e.g. lamp column 2/ near junction with Mead Way/ attached to signpost outside 18 High Street etc.)					
<b>Other information:</b> (e.g. planned local road works or events affecting the highway)					

**Insert map, map link and/or photo(s) of location here:**

***This form should be completed and sent by email or delivered to your local town or parish council (details from link provided below)***  
<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

## Appendix C

### Site Selection Criteria for a Traffic Survey

Traffic surveys use equipment placed on carriageways, comprising of two rubber tubes stretched across the carriageway and a data box, secured to street furniture, collecting data for 24 hours per day over a 7 day period on the speed and volumes of vehicles. The equipment may be on site for up to two weeks. Traffic surveys are only conducted during school term times.

The following points must be followed when selecting a survey site. If the criteria are not met, the data quality will be poor and results may be inaccurate.

- For the purpose of Community Speed Watch and community concern sites, traffic surveys will only be approved in 20mph, 30mph and 40mph limits. **Any locations above 40mph will need approval from a Highways officer.**
- **Select sites where most traffic is travelling at a constant speed across the tubes.** Wherever possible, avoid sites where vehicles are accelerating or decelerating due to sharp bends, steep inclines, traffic signals, near junctions, near pedestrian crossings or on-street parked vehicles.
- **Sites must be at least 100 metres from the start or end of a speed limit change.**
- Avoid sites where vehicles may need to stop over the tubes.
- Ensure that traffic will cross at right angles to the tubes as far as possible. Avoid sites where vehicles may turn across the tubes or where vehicles may change lanes.
- **Ensure there is a suitable securing point for the roadside unit**, such as street furniture, trees or posts. The data box is secured with a padlock and chain - any posts must be tall enough so that it cannot be lifted over the top. Use of posts on private property will require permission from the landowner.
- Consideration for the safety of the deployment officers is paramount. Any location deemed too high risk for deployment will not be completed – notification of this will come from the contractors via Wiltshire Council Road Safety Team.

Please include as much information for the location as possible, including house numbers, lamp post numbers, road name, road number and maps or map links. Please avoid local terminology for locations, for example “the green” to refer to a park area as this may delay the application.

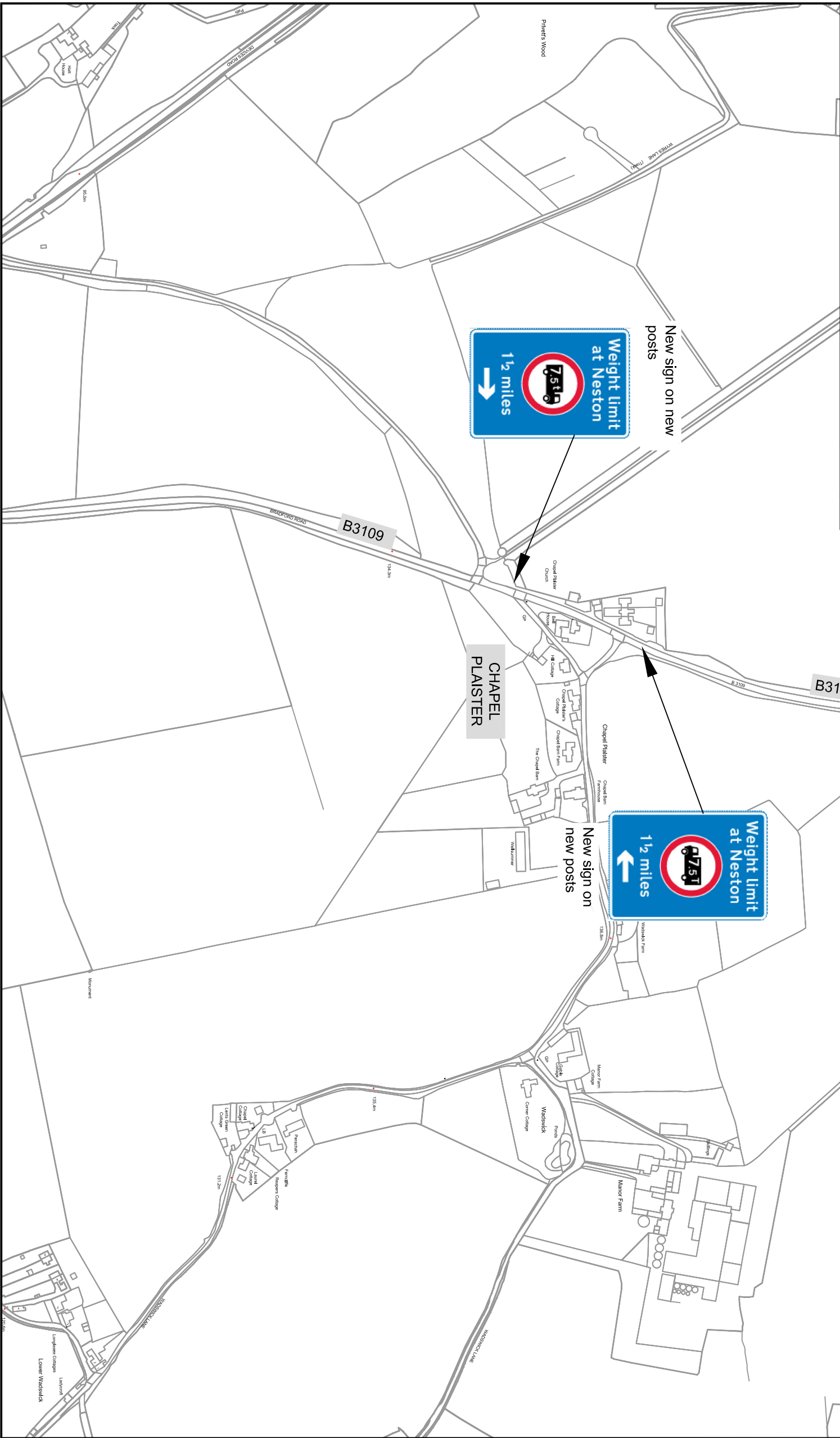
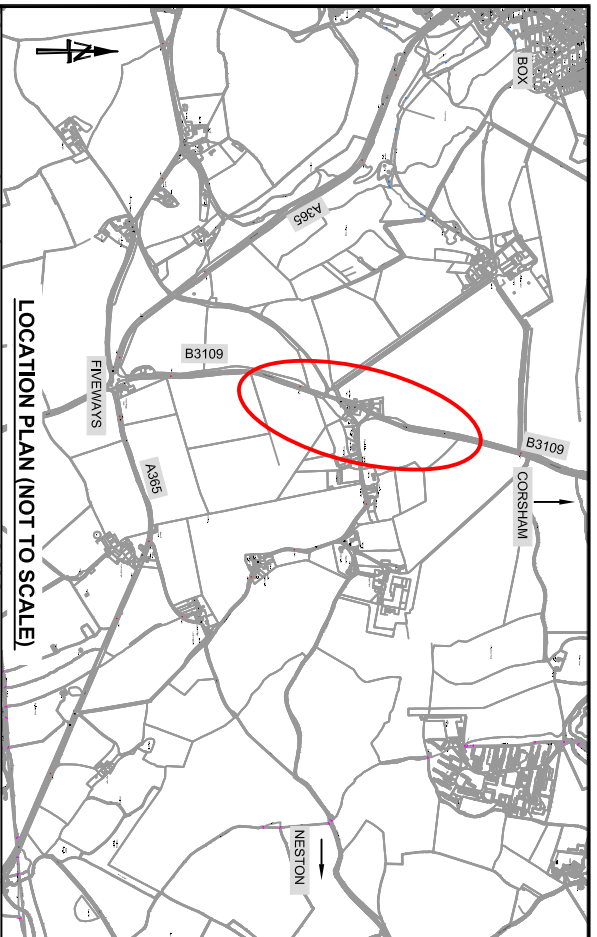
If the site selected is not suitable for the equipment, the deployment staff will locate the equipment in a suitable place as close to the requested site as possible. The Road Safety Team will try to answer any questions regarding the above points but are unable to visit sites in person.

Locations are not eligible for repeat survey within a 12 month period, unless there are exceptional circumstances and approval from the Highways Officer.

The recorded 85<sup>th</sup> percentile speed is used to determine if the site enters the thresholds for intervention.

<b>Speed Limit (MPH)</b>	<b>No further action</b>	<b>Community Speed Watch</b>	<b>Police Enforcement</b>
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

The 85<sup>th</sup> percentile is the speed at or below which 85% of the traffic is travelling. This is the standard method of assessing traffic speed in the UK. Community Speedwatch teams cannot operate in areas with a speed limit over 40mph.



NOTES:

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 Wiltshire Council (100049050) 2019

**Wiltshire Council**  
 Where everybody matters  
**Traffic & Network Management**  
 County Hall, Bythsea Road, Trowbridge  
 Wiltshire, BA14 8JD  
 Tel: 0300 4560100  
 Website: www.wiltshire.gov.uk

REV	DATE	DRAWN	CHECK	APPV	DESCRIPTION
0	06/03/19	KAD	G.T.R.	D.M.T	ORIGINAL
A					
B					
C					
D					
E					
F					

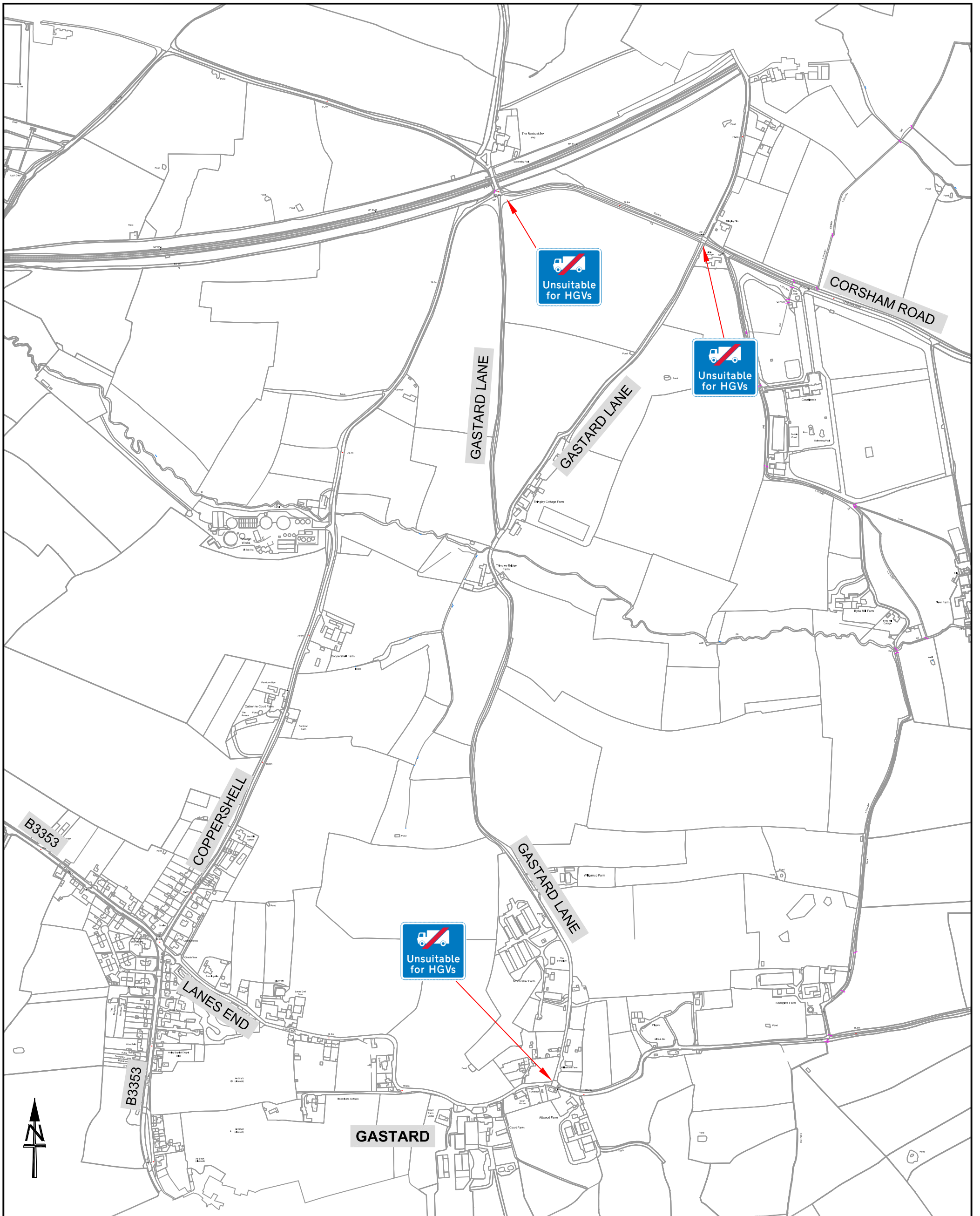
DRAWING PURPOSE:  
**PRELIM DESIGN**

PROJECT:  
 CORSHAM CATG SCHEME  
 B3109 CHAPEL PLAISTER  
 ADVISORY WEIGHT LIMIT SIGNS

DRAWING TITLE:  
**PRELIM DESIGN**

SCALES:	NOT TO SCALE	SHEET SIZE:	A3
DRAWING No.	KAD/T/COM	REVISION:	0
FILE REF:	L:\176\CORSHAM\CATG\SCH\B3109\ADV\SIGNS\WEIGHTLIMITSIGNS.DWG		





NOTES:

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**Wiltshire Council**  
Where everybody matters

**Traffic & Network Management**

County Hall, Bythesea Road, Trowbridge  
Wiltshire, BA14 8JD

Tel: 0300 4560100  
Website: www.wiltshire.gov.uk

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Wiltshire Council (100049050) 2019

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O	15/3/19	K.A.D	G.T.R	D.M.T	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION

DRAWING PURPOSE:  
**PRELIM DESIGN**

PROJECT:

CORSHAM CATG SCHEME  
GASTARD LANE, GASTARD  
ADVISORY SIGNING

DRAWING TITLE:

PRELIM DESIGN

SCALES:

NOT TO SCALE

SHEET SIZE:

A3

DRAWING No.

KAD/T/GAST

REVISION:

O

FILE REF:

L:\TET\B\CORSHAM\CATG\GASTARD LANE\DESIGN

**From:** [Arnup, David](#)  
**To:** [Davey, Kate](#)  
**Subject:** New Parish Gully Tanker Service  
**Date:** 10 June 2019 12:32:56  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)

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Hi Kate

As discussed, please see a “copy and paste” of the email sent by the Sewer Crew.

Dear Town and Parish Councils

We are writing to you from the Sewer and Land Drainage team.

A new gully service has been introduced to provide assistance with the gully emptying in parishes and villages within Wiltshire. This will enable smaller villages/ parishes who are not visited regularly by the main contractor to have the opportunity of a gully clearance service.

The tanker will operate on a rota basis around the whole of the county meaning that once your request is received we will endeavour to visit your area within a six week period.

This requires you to identify the gullies causing concern to you. We would ask that you include a map showing the various gullies which are in need of attention, along with a description or list naming the locations (street name, house numbers, points of interest etc). You will need to send this to the [wiltshiresewers@wiltshire.gov.uk](mailto:wiltshiresewers@wiltshire.gov.uk) email address.

***Please note, we do not have access to traffic management so this service will be limited to quiet housing estates / low usage roads. Please also be considerate that the tanker is a large vehicle and parked cars / obstructions can limit the space required to complete the works.***

If you do require any further information please contact the [wiltshiresewers@wiltshire.gov.uk](mailto:wiltshiresewers@wiltshire.gov.uk) email and we will be in touch.

Kind regards

The Sewer Crew

Kind regards

**David Arnup**

Highway Engineer – Chippenham & Corsham

Email: [david.arnup@wiltshire.gov.uk](mailto:david.arnup@wiltshire.gov.uk)

Web: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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