

## Melksham Local Highways & Footway Improvement Group

	Item	Update	Actions and recommendations	Who
	<b>Melksham LHFIG – Meeting Notes for Tuesday 7<sup>th</sup> May at 18:00 hrs (Via MS Teams)</b>			
1.	<b>Attendees and apologies</b>			
	Attendees:	Cllr Mike Sankey (Chair) Cllr Jon Hubbard, Cllr Nick Holder Cllr Phil Alford, Malcolm Jones – Steeple Ashton PC Colin Wade – Semington PC, Pat Aves - Melksham TC Pat Tucker - Keevil PC Alan Baines – Melksham Without PC, Mary Winterburn - Great Hinton PC, Dean Baker – Area Highway Engineer, Martin Rose – Principal Traffic Engineer	To note	AB
	Apologies:	Cllr Nick Holder Cllr Jonathan Seed Jonathan Tapper (Steeple Ashton PC) Sarah Dow – Clerk to Keevil PC		
2.	<b>Notes of last meeting</b>			
		The notes and recommendations of the previous LHFIG meeting held on 08/02/24 were presented to the Area Board at its 06/03/24 meeting and agreed.	To note.	All

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The meeting minutes can be found:  
<https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=166&MId=14926&Ver=4>

**3. Financial Position**

The closing balance for 2023/24 is now confirmed at **£53,247.47** (see Appendix 1 -End of Year Account). This surplus is carried forward to this financial year.

**Note:** The closing balance for 23/24 includes a number of committed schemes totalling **£49,263.69**, less agreed 3<sup>rd</sup> party contributions of **£17,073.57**. These have been carried over to 24/25.

**The current balance for 24/25 is £45,395.35.**

Below is an extract from the latest financial summary prepared for 7<sup>th</sup> May 24 meeting:

FINANCIAL SUMMARY (as of 12/04/24)			
LHFIG Budget 24/25	£24,338.00		
Carry F/wd from 23/24	£53,247.47		
	<b>£77,585.47</b>	<b>A</b>	
Current Projected Spend 24/25	£49,263.69	<b>B</b>	
Balance	£28,321.78	<b>C (A-B)</b>	
3rd Party Contributions (Details below)	£17,073.57	<b>D</b>	
<b>Current Balance</b>	<b>£45,395.35</b>	<b>E (C+D)</b>	

Refer to **APPENDIX 2** for 2024/25 for latest finance sheet.

To note

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<b>4.</b>	<b>Live Priority schemes</b>			
a)	<p><b>Issue 9-20-9</b> Melksham Sandridge Road – request to improve footway link to Maple Close</p>	<p>The Legal Team report that the final document was issued to the Landowner via his solicitor for sign-off at the end of May, but this has yet to be returned. The Town Clerk has since advised that the landowner has passed away, but his partner will now oversee matters. For legal reasons, it is likely to further delay this project.</p> <p>Once the legal process has been completed, Highways will instruct the arborist team to remove the hedgerow and root system and erect Haras fencing to maintain a boundary between the highway and private property. This work is anticipated to take place in November. Once completed, the Town Council can mobilise their builder to construct the new boundary wall.</p> <p>Work to widen the path is programmed to commence on 2<sup>nd</sup> January next year and should be completed within 10 days, although the programme might be affected should the legal process stall. <a href="https://www.google.com/maps">https://www.google.com/maps</a></p>	<p>Town Council to continue to liaise with the landowner’s legal team to move this matter forward.</p> <p>Works on hold whilst Legal issues (probate) relating to free dedication with new owners is resolved. Completion unlikely in 23/24.</p> <p><b>07/05/24</b> - No progress update to report from Feb meeting. Probate issues ongoing. Legal team pressed. LHFIFG agreed that Commitment of £20k will be carried over into 24/25. (Line 1 Finance sheet)</p>	
b)	<p><b>Issue 9-22-17</b> – Melksham Without (various roads) Request for Parking Control Measures</p>	<p>Issue Submitted by Melksham Without Parish Council</p> <p>Request for a Parking Review at the following locations:</p> <ul style="list-style-type: none"> <li>• Semington Canal Bridge</li> <li>• Lancaster Road Bowerhill</li> <li>• Avro Way Bowerhill</li> <li>• Merlin Way Bowerhill</li> </ul>	<p><b>07/05/24</b> Initial review for sites completed (17 no.) Draft consultation documents issued to town and parish councils on 4/4/24. Deadline for response 7<sup>th</sup> May. Mark Stansby has met with MWPC to discuss proposals. MJR to send copy of Semington proposal to Colin Wade</p> <p><b>Agreed</b> - TRO / Implementation costs at a cost of</p>	MS

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	To also include Issues 9-23-3 Beanacre, 9-23-5 Bowerhill and 9-23-7 Melksham	<ul style="list-style-type: none"> <li>Mitchell Drive Bowerhill</li> </ul> <p>It was noted that the canal forms the boundary between Melksham Without and Semington Parishes and that measures would be needed on both sides of the bridge.</p> <p>Semington Parish confirmed that they are content for measures to be included on their side of the bridge, but no other sites have been identified for review within their Parish.</p> <p>Mark S has commenced review. Update to be provided at next meeting.</p>	<b>£4,000.00.</b> 3 <sup>rd</sup> party contribution of 25% for TRO costs to be split evenly across Melksham TC, MWPC and Semington PC. 25% of Implementation costs to be allocated according to number of sites.	
c)	<b>Issue 9-22-11</b> A350 Beanacre - request for measures to control entry speed at north end of village	<p>Issue submitted by Melksham Without Parish Council</p> <p>Design work now underway. Proposals and an estimate will be issued to the Parish in advance of the next meeting.</p> <p><a href="https://www.google.com/maps">https://www.google.com/maps</a></p> <p>Plans submitted to Melksham Without for consideration. Projected cost of both road markings / Gates, Signs is £13,300.</p> <p>Alternate option to omit Central Hatching / road Studs and only install gates, signs, yellow transverse base at a cost of £6600. Remaining work to be picked up as part of future MM.</p> <p>MWPC have confirmed their preference for this option and member agreed for this to progress to implementation. MWPC 50% contribution.</p>	<p><b>07/05/24</b> Works Ordered on 08/01/24 with target completion date of 15/02/24. This has slipped due to Milestone resource issues and will likely take place in May. Update at next meeting.</p> <p>Order Value £4,267.36, HIAMS M00751.</p>	MS
d)	<b>Issue 9-23-3</b> – Beanacre Westlands Lane – request to prohibit parking at the access to	<p>Issue submitted by Melksham Without Parish Council</p> <p>Parking would need to be restricted on both sides of the lane, from the A350 to the new access.</p>	<p><b>07/05/24</b> MJR - Mark Stansby has included this location as part of parking review under Issue 9-23-5.</p> <p>See comments for Issue 9-22-17 above. Update at next meeting</p>	MS

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	the new water pumping station.	Refer to Item 4i of the agenda. <a href="https://www.google.com/maps">https://www.google.com/maps</a>		
e)	<b>Issue 9-23-4</b> Bus Gate at Semington Road – request for Camera Enforcement.	<p>Mobile Site has been put forward for possible mobile enforcement by ANPR camera, however approval for the necessary powers from the DfT not expected until spring 24. (site would require local consultation)</p> <p>Fixed ANPR camera will require costs to relocate existing camera (Salisbury) approx. £10,000 and annual running costs £10,000. Cost would have to be borne by LHFIFG less any fine revenue.</p> <p>Member agreed that given the commitment from the police to undertake enforcement, the forthcoming Jan 24 metro count and imminent removal of the Staverton Road closure to review the situation at the Feb 24 meeting. <a href="https://www.google.com/maps/">https://www.google.com/maps/</a> Summary Results of metro count 7th -13th Dec 2023:</p> <p>Total number of vehicles (both directions) 1198 Southbound – 520 Northbound - 678</p> <p>5 Day Average Combined – 201 7 Day Average Combined - 171</p> <p>Breakdown by Class of vehicles 2 Axle Rigid HGV – 23.96% 3 Axle Rigid HGV – 0.42% 4 Axle Rigid HGV – 0.17% 3 Axle Artic – 0.33% 5+Axle - 0.17% Bus – 1.34%</p>	<p><b>07/05/24</b> - Costing for ANPR camera are as follows:</p> <p>1. ANPR Camera Set up costs (including discount for 1x RDS, 1 x POE4 and 1 4G Data Sim) = <b>£11,071.00</b></p> <p>Agreed 3<sup>rd</sup> party contribution from Semington PC = <b>£2,767.75</b></p> <p>2. Annual re-occurring cost Year 2+ <b>£5,321.00</b>. Note Semington PC and MWPC have agreed to contribute £1,000 each. WC to fund remainder of annual cost (£3,321). To be reviewed at end of Yr2</p> <p>3. Sign costs = <b>£771.31</b> (M2/0015)</p> <p>Parking services have placed the order with 'Videalert' (Marston Holdings) Awaiting Install date. Est May / June 24.</p> <p>Draft press release prepared by communications team.</p>	MR

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		<p>Cycle – 13.77%          Car – 37.56%          LGV – 13.36%          2 wheeled MV - 8.93%</p> <p>Members discussed the ongoing concern with the high level of non-compliance and the need for direct enforcement action.</p> <p>It was provisionally agreed to carry out further work on the provision of ANPR enforcement at the site, subject to confirmation of costs. Semington PC have agreed to contribution to the overall cost. (% TBC)</p> <p>MR to undertake further work re. set up and ongoing maintenance costs and report back to group.</p>		
f)	<b>Issue 9-23-5</b> – Bowerhill various sites – request for Parking Review	<p>Issue submitted by Melksham Without Parish Council.</p> <p>Parking concerns have been raised at the following sites at Bowerhill:</p> <ol style="list-style-type: none"> <li>1. Pathfinder Way</li> <li>2. Westinghouse Way</li> <li>3. Lancaster Road</li> </ol> <p>Refer to Item 4i of the agenda.          Mark S has commenced review. Update to be provided at next meeting.</p>	<b>07/05/24</b> - See comments for Issue 9-22-17 above. Update at next meeting	MS
g)	<b>Issue 9-23-7</b> – Melksham various roads – request for Parking Review	<p>Issue submitted by Melksham Town Council</p> <p>Parking concerns have been raised at the following locations:</p>	<b>07/05/24</b> - See comments for Issue 9-22-17 above. Update at next meeting.	MS

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		<ol style="list-style-type: none"> <li>1. Union Street – could parking be permitted to create chicanes?</li> <li>2. Cranesbill Road – issue at school times</li> <li>3. Skylark – no details submitted.</li> </ol> <p>Highways to request further details of these issues from Town Council, prior to the review.</p> <p>Highways to write to Town Clerk. 2. The City / Alms Houses request for residents parking scheme to be removed from list.</p> <p>Mark S has commenced review. Update to be provided at next meeting.</p> <p>Request made that the review be extended to include area on Woodrow Road (opposite Littlejohn Avenue) MR to speak to Mark Stansby</p> <p>It was noted by Dean Baker that the junction n of Skylark / A3102 Sandridge Common (Western End) is currently unadopted and the developer is seeking to include 'No waiting at any time' prior to adoption. MS commented the other junction onto Eastern way and junctions in between will need to be included in the review.</p>		
h)	<p><b>Issue 9-23-9</b> Speeding traffic on A365 Shaw and Whitley Corsham Road – request for SLOW road markings</p>	<p>New issue submitted by Melksham Without Parish Council</p> <p>Request is for SLOWs to be painted at.</p> <ul style="list-style-type: none"> <li>• Folly Lane, Shaw nr Beltane Place (inbound)</li> <li>• Shaw Hill just after signals (outbound)</li> <li>• Whitley Corsham Road near Malvern House</li> </ul>	<p><b>07/05/24</b> Works Complete (M00819). Note increase in costs from £985.09 to <b>£1,393.38</b> due to increased TM costs. Remove from next tracker</p>	To note

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		<p>Following a discussion, it was agreed that Highways should investigate and formulate a proposal with ballpark costings, ahead of the next meeting.</p> <p>Speeding concerns.30mph roundels not possible. Amended request for 3no. SLOW markings at locations indicated.</p> <p>Group agreed to move to progress sites without need for 3rd party contribution. Agreed to combine with other LHFIG sites required lining work to reduce establishment costs.</p> <p>MR – Order issued which includes other ad hoc road marking sites at Halifax Road (H bars), Sandpits Lane (SLOW). Combined Order Value £985.09. No 3rd party contribution</p> <p>Agreed - Discussion by members re. road markings and decision taken to allocate £3500.00 for adhoc markings in 2024/25</p>		
i)	<p><b>Issue 9-23-10</b> – A350 Beanacre – request to review the signs which indicate the weight limit on Westlands Lane</p>	<p>New issue submitted by Melksham Without Parish Council</p> <p>Request for signing review.</p> <p>Following a discussion, it was agreed that Highways should investigate both ends of the lane, and formulate a proposal with ballpark costings, ahead of the next meeting.  <a href="https://www.google.com/maps/A350">https://www.google.com/maps/A350</a>  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Proposal presented to group.          Estimated cost including 20% contingency.          £3134.00 (western end only)          Advance signing already in place at Corsham Road end of Westlands Lane.</p>	<p><b>07/05/24</b> - B3353 Corsham Road advance HGV signs has been agreed by MWPC. This is chargeable to LHFIG (less 50% MWPC contribution).</p> <p>Order issued 12/04/24 M2/00178, £1,036.73. (MWPC 50%) Awaiting implementation.</p> <p>Main A350 works undertaken via routine sign maintenance</p>	MR



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		<p>Additional advance signs B3353 on likely to cost an additional £800-£1,000.</p> <p>After discussion with MWPC / Mark S it was agreed to proceed with A350 Westland Lane sign work via routine budget. This will be issued as a separate order with no cost to LHFIG.</p>		
j)	<p><b>Issue 9-23-12</b> Steeple Ashton, Sandpits Lane – request for signing measures and SLOW marking</p>	<p>New issue submitted by Steeple Ashton Parish Council</p> <p>Concerns over speed of vehicles in the vicinity of access into playing field, which is also a ROW. The speed limit at this point is National Limit.</p> <p>Following a discussion, it was agreed that Highways should investigate and formulate a proposal with ballpark costings, ahead of the next meeting.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Request for Village gateway sign, SLOW markings, pedestrians in road signs. Refer to proposal.</p> <p>Cost Estimate including 20% contingency = £1077.14.</p> <p>Group agreed to move to 'Live priority schemes' subject. SLOW marking to be picked up alongside Issue 9-23-9 to reduce establishment cost.</p> <p>Works ordered on 19/12/23 with target date of 16/02/24. More likely to be done towards end of February. Estimated value = £450.33, HIAMS M00750</p>	<p><b>07/05/24</b> – Works complete. Awaiting billing. Remove from next tracker</p> <p>Note- 'SLOW' marking picked up alongside Issue 9-23-9 and Issue 9-23-15 under Melksham LHFIG adhoc Road Markings</p>	

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k)	<p><b>Issue 9-23-15</b> Halifax Road Bowerhill  'H' Bar Marking request.</p>	<p>New issue submitted by MWPC. Following a request via LHFIG, dropped kerbs have recently been installed on Halifax Road to enable those with wheelchairs/mobility scooters to access facilities on Bowerhill, such as Tesco and the Pub. However, vehicles are regularly parking in front of the dropped kerb and therefore stopping anyone with mobility issues crossing the road at this point.  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Group agreed to move to live priority schemes with no requirement for 3rd party contribution.</p> <p>H bars x 3 to be picked up alongside Issue 9-23-9 and 9-23-12 to reduce establishment cost</p>	<p><b>07/05/24</b> - Works Complete (M00819) alongside issue 9-23-9. Remove from next tracker</p>	
l)	<p><b>Issue 9-23-13</b> Steeple Ashton Sandpits Lane – request to improve access / egress into the playing field</p>	<p>Request for hard standing and footpath surface improvements into playing field access.  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Refer to proposal Plan - New steps constructed using timber, stakes, type 1 subbase and compacted road plannings. Non-scheduled work so standalone price will be required - Wessex Tree Care Estimate £2.5k - £3.5k</p> <p>NOTE: Investigate option to create new entrance in playing field via existing footway east of current entrance.</p> <p>Steeple Ashton PC to consider option including new entrance into field and report back,</p> <p>Wiltshire RoW team have no objection to new access into field however SASH2 will still need to have its exit onto Sandpits Lane as this is recorded on the definitive map and statement. It would cost in the region of £3,000 to stop up the</p>	<p><b>07/05/24</b> - Order raised to Wessex Tree Care (PD300010592) on 14/04/24. Site meeting undertaken on 07/05/24. Estimated start date from contractor is the end of May. Approx 2-3 days' work</p>	

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		<p>section parallel with Sandpit Lane and would be open to public consultation and possible objections.</p> <p>Wessex Tree care have quoted to Install curb, concrete hardstanding and steps. £2,200.00 + VAT. (£2,640.00)          Steeple Ashton have agreed their 25% contribution.          Agreed – Proceed with proposed scheme at existing access a cost of £2,640.00 (SAPC 25%).          Note: to be progressed as 2024/25 scheme</p>		
m)	<p><b>Issue 9-23-14</b>          Steeple Ashton Common Hill / Newleaze – request for pedestrian barrier at exit of children’s play area</p>	<p>The play area is a thoroughfare for residents accessing Common Hill and a barrier would give protection for children who are witnessed running from this area towards th main road.</p> <p><a href="https://www.google.com/maps">https://www.google.com/maps</a></p> <p>Existing path from play area 1.0m wide. Width insufficient for provision of pedestrian barrier. Main footway only 1.2m wide which is insufficient to accommodate barrier at 450mm offset.</p> <p>Option 1 - Provide splay at end of existing footpath to maintain through width and install single pedestrian railing 1.0m wide on existing footway. Cost approx. £1800. Group agreed to move to live priority schemes subject to confirmation from Steeple Ashton PC</p>	<p><b>07/05/24</b> - Delay to works due to programming issues with Milestone. Order to be issued in early May. Works likely May / June 24.</p>	

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n)	<p><b>Issue 9-23-16</b> Magister Road, Bowerhill</p> <p>Request for 'Children at play sign'</p>	<p>Residents had previously sought a change in the grass-cutting regime from wildflower cut on the green at the bottom of Magister Road, in order to create a play area at the front part of the green for children to play and kick a ball etc. Subsequently residents had contacted Wiltshire Councillor Nick Holder with concerns that drivers were not necessarily aware that children may be playing on the green and therefore not aware of the potential for children to run out into the road, chasing a ball for instance.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Group agreed to move to 'Live priority schemes' Estimated Cost £100.00</p>	<p><b>07/05/24</b> - Order issued 24/01/25. Awaiting works start. Order M2/00221 (previously M00832) Milestone chased for install date.</p>	
o)	<p><b>Issue 9-23-17</b> Mitchell DR, Bowerhill Estate, Market Place Melksham</p>	<p>The installation of Realtime Information (RTI) on Mitchell Drive, Bowerhill and Market Place x 2 bus shelters.</p> <p><a href="https://www.google.com/maps/Mitchell Drive">https://www.google.com/maps/Mitchell Drive</a> <a href="https://www.google.com/maps/Market Place">https://www.google.com/maps/Market Place</a></p> <p>Approx cost per site £6000.</p> <p>Group agreed to move to 'Live priority schemes' for RTPI at 3 sites, Market Place Street, Melksham x2, Mitchell Drive, Bowerhill with match funding (50%) where necessary.</p> <p>R2P have assessed the sites at Mitchell Drive and Market Place x 2. Mitchell Drive - Mains power available and Shelter RTPI ready.</p> <p>Market Place – No readily available mains supply to shelter. Battery option available.</p>	<p><b>07/05/24</b> Orders raised by R2P by PTU for RTPI at the following locations:</p> <p><b>Market Place</b> x 2 (Papercast 23") £7,076.00 each</p> <p><b>Mitchell Drive</b> x1 (3-line LED) £5,736.67</p> <p><b>Kestrell Court</b> x 2 (3-line LED) £11,473.34</p> <p>Awaiting date for installation.</p> <p>Melksham TC and Melksham Without PC have been invoiced for their 50% contribution.</p> <p>No financial contribution from LHFIG.</p>	MR

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		<p>Meeting took place 23/01/24 with R2P, WC, MWPC and MTC to look at Market Place sites and examine options for Battery Powered RTPI Paper Cast <a href="https://www.papercast.com/">https://www.papercast.com/</a></p> <p>Papercast units £7,076.00 (the 23" E-Paper battery display including audio)</p> <p>LED 3-line Bus Shelter display (Mains Powered) £6,806.33.</p> <p>Agreed to progress with sites at Market Place x 2 (Papercast) and Mitchell Drive x 1.(3-line LED)</p> <p>Consideration to be given to installing papercast at Michell drive instead of 3-line LED. MR to raise issue with PTU.</p> <p>Further request for sites at Kestrell Court, Bowerhill, subject to confirmation by MWPC.</p> <p>Note- Cost agreed of 50% PTU and 50% by town / parish council) No funding requirement from LHFIG.</p> <p>Agreed - Proceed with RTPI at Market Place Melksham x 2 and Mitchell Drive (type TBC) as indicated above.</p>		
p)	<p>No issue number</p> <p>Ad-hoc road markings Melksham community Area</p>	<p>Allocation of <b>£3,500 agreed</b> at Feb meeting to cover ad-hoc road marking requests. Sites to be collated and orders issue 1 or 2 times per year depending on numbers. <b>Note</b> this should not be used for routine road marking maintenance.</p>	<p><b>07/05/24</b> - Awaiting further submission of sites from town / parish councils. Current Sites agreed at Feb meeting listed below:</p> <ol style="list-style-type: none"> <li>1. <b>Issue 9/24/04</b> Semington Road, Melksham (near Mobile Home Park), Berryfield Cycle Ln</li> <li>2. <b>Issue 9/24/03</b> - Give way markings Berryfield Lane and Winston Rod / Padfield Gardens</li> </ol>	

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<p>q)</p>	<p><b>Issue 9-23-8</b> Melksham Bank Street – request for railings and / or other measures to improve safety</p>	<p>Issue submitted to Melksham Town Council</p> <p>The unprotected high pavement offers a risk of falling, particularly for those who are visually impaired. Suggestion is for railings and / or tactile paving.</p> <p>This has been explored before and it was requested that Highways circulate previous information concerning this, for further discussion. Please refer to Appendices 4 and 5 for background information. Appendix 6 indicates work previously undertaken on behalf of this group in 2014.</p> <p>Whilst noting the previous actions and reports, the Town Council asked that this matter be given further consideration. Highways suggested that this be passed to their consultants who are considering various measures as part of the A3102 Road Safety Study, and that no costs would be incurred by the LHFIFG.</p> <p>The LHFIFG were content to follow this suggestion. Request made to Atkins to include Bank Street for feasibility work as part of A3102 Safer Roads Study. Cllr Sankey has asked that ideas for improvement are considered away from Safer Roads study. MR to examine options and report back to Feb 24 meeting.</p> <p><u>Feb 24</u> - Discussion by group on merits of trialling a free-standing barrier but discounted over safety concerns. Plastic blister paving resin bounded fixed to warn of edge of pavement also suggested. MR to investigate and report back to group.</p>	<p><b>07/05/24</b> – Bank Street is included in the A3102 safer roads route study proposal. Package 8. Likely summer / autumn 24.</p> <p>Meeting held on site with Cllr Hubbard on 26/03/24 to look at the issue at Bank Street.</p> <p>Suggestion made to install surface mounted ‘Manchester style’ bollards with metal chain link between (Bollards to match existing bollards on east side). Bollards to act as visual deterrent rather than provide physical barrier.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p><a href="https://www.heritagestreetfurniture.co.uk/bollards/steel-bollards/bollard-chains-for-steel-decorative-bollards/">https://www.heritagestreetfurniture.co.uk/bollards/steel-bollards/bollard-chains-for-steel-decorative-bollards/</a></p> <p>Bollards spaced at approx. 2.5m centres with chain link in between.</p> <p>Bollards with eyelets = £380.00 Metal Link Chain approx. £150.00</p> <p>Approx ‘34’ bollards and 17 lengths of chain required. = £15,470.00.</p> <p>Install cost per bollard £150 x 34 = £5,100.00</p> <p><b>Total £20,570.00.</b></p> <p>Note - Safety Audit would be required (£1,390)</p> <p>The group agreed that whilst no accidents have been recorded, the high pavement continues to cause some</p>
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			local concern. Group agreed that £20,570.00 represented significant cost to group / MTC and as such it would be prudent to waiting until the outcome of the A3103 Safer Roads study before agreeing to further action by the LHFIFG.	
r)	<p><b>Issue 9/24/01</b> Main Street, Keevil / Great Hinton</p> <p>Joint request from Keevil PC and Great Hinton PC</p>	<p>Joint request from Keevil PC and Great Hinton PC for additional Single Track Road signs to be placed on the Main Street. "The reason for this request is due to recent road closures and increase in traffic issues which highlighted that the village was being used as a regular cut through"</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Existing 'road narrows sign' at Great Hinton (south) north of crossroads. No sign at northern end (Keevil)</p> <p>TSRGD will not permit '<i>unsuitable for diverted traffic</i>' supplementary plate. Suggest '<i>Single track road</i>' for 1 mile as best option. MOD signs to be replaced at same time.</p> <p>2no. signs in temporary 'A' frames to be provided to PCs to be used when local closure is in operation.</p> <p><b>Agreed</b> - proceed with scheme at approx. cost £780.00 (25% to be paid by Great Hinton PC)</p>	<p><b>07/05/24</b> - Order issued for permanent single track road signs x 2 at Great Hinton M2/000135 Value £636.59. Awaiting install</p> <p>Order for temporary signs x (unsuitable for diverted traffic) M2/00212, £118.23 Order held pending further discussion with PC re. storage of signs and placement / removal with PC.</p> <p>Dean Baker will speak to major maintenance team re. closure of C233 Keevil on 10<sup>th</sup> June (5 Days) for Verge Overrun works to see if '<i>unsuitable for diverted traffic</i>' signs can be erected to discourage traffic from using Great Hinton as a short cut.</p>	
s)	<p><b>Issue 9/24/02</b> Footbridge between Westbury View and Primrose Drive</p>	<p>The issue concerns a footbridge which crosses Clackers brook. "<i>The surface is often slippery, even when cleared of wet leaves. In freezing conditions, the surface is very slippery and treacherous with a number of residents reporting slips and falls recently. This even though the bridge deck has recently been cleaned and cleared of wet leaves</i>".</p>	<p><b>07/05/24</b> – Site inspection undertaken, and plan prepared. Low spot on bridge needs to be addressed with a scratch coat. Work to take place Summer 24 MJR speaking to Structures team to see if they can take this project forward.</p>	



## Melksham Local Highways & Footway Improvement Group

		<p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Bridge deck 15m x 3.5m</p> <p>Option 1 - overlay with HFS material in grey or buff (with Temp bridge closure) Est cost £4,500.00</p> <p>Option 2 - Overlay existing bridge surface with new tarmac surface laid an increased crossfall to better disperse surface water Est. cost £4,850.00</p> <p>Issue raised over ownership of bridge deck – MR to check. Agreed – Allocate £4,500 for HFS across bridge deck (Option 1) with 50% contribution from Melksham TC. (TBC)</p>		
t)	<p><b>No issue number</b></p> <p>Ashton Common Steeple Ashton</p>	<p>A Verbal request from Steeple Ashton PC for additional SID retention socket in the village. Formal submission to follow, but PC have asked if this issue can be considered as part of the Feb 24 meeting.</p> <p><b>Agreed</b> - Proceed with implementation of NAL retention socket and new 4m post at a cost of £450.00. (No 3<sup>rd</sup> party contribution as under £500 threshold)</p>	<p><b>07/05/24</b> – Exact location to be agreed on site with Steeple Ashton PC before order is placed.</p>	
u)	<p><b>Issue 9-24-05</b></p> <p>Kissing gates x 2 at Keevil</p>	<p><i>“Installation of two Kissing Gates, both on public footpaths. One on the White Horse Trail at the end of Towmead Lane, Keevil, the other to a field that has livestock on it in the summer.</i></p> <p><i>The first one has caused many safety issues with walkers leaving the gate open, and the risk of livestock misusing the field. the second , the stile is very unsteady and beyond repair”</i></p>	<p><b>07/05/24</b> - 1 no. gate has been installed. Remaining gate will take longer as work required first on adjacent drainage ditch. Discussion with drainage team ongoing.</p>	



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		<p>Alison Rasey (Countryside Access Officer) has agreed the installation. Cost for 2no. gates is £855.00 including delivery. Countryside team will arrange installation but have asked for an extra £100 to cover concrete. Total £955.00</p> <p>Agreed – Proceed with Kissing gates x 2 at a cost of £955.00 (Keevil PC 25% TBC) MR to speak to Alison Rasey to expedite work in current financial year.</p>		
<b>5.</b>	<b>Non LHFIFG Funded Schemes (Section 106, Active Travel etc)</b>			
	<p>Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development</p>	<p>Consultation on full closure over rail bridge or one way operation from east to west and new parking controls to be carried out by the Town Council.</p> <p>Town Council to undertake consultation in the New Year (2023). Section 106 monies Expires 1/11/2026 Ongoing discussion re. consultation for Dunch Lane to be held with Melksham Town council. Consultation on options for Dunch Lane anticipated during Spring 24</p>	<p><b>07/05/24</b> - Further discussion to be held with town council re. options and local consultation once resource permits</p>	
	<p>Active Travel Scheme - Signing to promote use of shared use cycle routes in town</p>	<p>Scheme to be funded from a third tranche of Section 106 money from the George Ward Gardens development. There are funds remaining (£13,034.35) specifically to improve cycleway signing within the town.</p> <p>Town Council to submit a list of locations for signing improvements.</p> <p>MR to work with Melksham TC to look at sites within the town for cycle signing improvements. Likely early 2024.</p>	<p><b>07/05/24</b> - MJR to undertake initial design work summer / Autumn 24 and report back to Melksham Town council for comments. No further action at this stage</p>	<p>MR</p>

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6. New Requests and ongoing Issues				
a)	<p><b>Issue 09/23/21</b></p> <p>Main Street Keevil adjacent to 18a</p> <p>Road edge Erosion.</p>	<p>Road adjacent to 18a main street Keevil.</p> <p><i>“Erosion of tarmac and subsequent reduction of grass verge. Parked cars cannot open nearside doors because of the steep angle of verge. Children are being moved in and out on the ROADSIDE. This is very dangerous at busy times, when road is restricted with buses, coach and many cars”.</i></p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p> <p>Typical road width =5.22m. Kerbing Section 1 – 27m (to steps to #19) Kerbing Section 2 – 26m (steps to Blagdon House) Section 1 is worst due to parked vehicles.</p> <p>Note: Temp road closure may be required due to restricted road width.</p> <p>Est Cost with road closure = £9100.00 (+10% contingency) = £,10,010.00.</p> <p>Keevil PC to discuss options at their next meeting and report back to group</p>	<p><b>07/05/24</b> - Keevil PC have now agreed their preferred option. Works require temp road closure for approx. 1 week and must be moved to school holidays to reduce disruption. MJR to speak to programming officer to see if Oct ½ term is available for construction</p> <p><b>Agreed</b> – Allocate £10,010.00 for works with 25% contribution from Keevil PC</p>	MR
b)	<p><b>9-24-06</b></p> <p>Roundponds, Southbrook Road, Addison Road and Dunch Lane</p>	<p>Request for 20mph limit to cover the estate listed.</p> <p><a href="https://www.google.com/maps/">https://www.google.com/maps/</a></p>	<p><b>07/05/24</b> - Speed limit assessment would first be required to check if site meets the necessary criteria for 20mph limits (mean speed 24-25 mph). MJR to look at sites across the estate to agree speed survey locations and agree with Cllr Alford.</p> <p>Cllr John Hubbard suggested that other sites in the town could be considered for 20mph limits and will</p>	MR

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			submit locations in due course.	
			Mary Winterburn has asked that if 20mph sites go ahead in Melksham area that Great Hinton be considered to combine legal process and reduce overall costs to LHFIG / Town Council / Parish Councils	
c)	<b>9-24-07</b> Top Lane, Westhill, Whitley & Purlpit	Request for pedestrian improvement measures, incl possible footway, warning signs, 30mph repeater signs, reduction of speed limit (currently national speed limit).  <a href="https://www.google.com/maps/">https://www.google.com/maps/</a>  <a href="https://www.google.com/maps">https://www.google.com/maps</a> Parish council would like to request the following:  1. Pedestrians in Road' signage on Top Lane, beyond the First Lane junction with Top Lane for cars heading towards to West Hill/Purlpit; and in the opposite direction for those vehicles coming up from Purlpit towards West Hill in the other direction, where there is no footway.  2. Welcome to Whitley 'Please Drive Carefully' signage to be added to the Whitley Village gateway signage coming from Westhill/Purlpit on the right-hand side.  3. Councillor Richardson explained that Daisy Chain Nursery often walked young children along this road and that the speed limit changed to 60mph once reaching the village gates at Purlpit, the road became narrow at this point and queried if the speed limit here could be reviewed.	<b>07/05/24</b> - Some footway works have taken place previously along the length in question but could not continue due to contentious land ownership issues.  MJR to look at proposal for 'pedestrians in road' signs and additional <i>Whitley 'Please Drive Carefully'</i> sign missing from village gate on West Hill and report back to next meeting with plan/ costs.	MR

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<b>6.</b>	<b>Other items</b>			
a)	<b>Pavement and Footway Improvement Schemes (pre-LHFIG)</b>	Update on upcoming footway maintenance schemes from Local highway engineer	Dean Baker discussed issues relating to Georg George V footway and confirmed that discussions were taking place with structures team to see if they can this project forward.	AB to note
b)	<b>Deadline for submitting LHFIG Requests</b>	All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be deferred until the following meeting.  Requests to be sent to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a>  The deadline for our next meeting is <b>18<sup>th</sup> July 2024</b>		To note
c)	<b>For information Email address to submit requests to the LHFIG.</b>	Wiltshire Council has a specific email address for submitting requests. Effective immediately, please submit requests to <a href="mailto:LHFIGrequests@wiltshire.gov.uk">LHFIGrequests@wiltshire.gov.uk</a> .  Requests for Traffic Surveys should continue to be sent to <a href="mailto:trafficsurveys@wiltshire.gov.uk">trafficsurveys@wiltshire.gov.uk</a>  Please forward this information to all who submit requests on behalf of your Council.		To note
<b>7.</b>	<b>Any other business</b>			

Melksham Local Highways & Footway Improvement Group

	<p><u>Recap of Issues from Feb meeting</u></p> <ol style="list-style-type: none"> <li><u>King George V playing field footpath</u> – Concern was raised about the deteriorating condition of the path and the impact on public safety. Dean Baker to look on site and report back to next meeting. Possible substantive scheme for 2024/25 was also mentioned. See above under ‘<i>Pavement and Footway Improvement Schemes (pre-LHFIG)</i>’</li> <li><u>Level of TC/ PC funding</u> - Cllr Hubbard raised concerns about the current level of 3<sup>rd</sup> party funding for Melksham Town Council / Melksham without Parish council, which is currently set at 50%, compared to 25% for other Parish Councils. It was agreed to raise this matter as an agenda item for discussion at the next Area Board meeting.</li> </ol>
8.	<p><u>Dates of future meetings:</u></p> <p><b>15<sup>th</sup> August 2024.</b></p> <p><b>Meetings to commence at 18:00 hrs and will be held on-line until further notice.</b></p>

Melksham Local Highways & Footway Improvement Group

Highways Traffic Officer – Martin Rose

Area Highway Engineer – Dean Baker

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG 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.

## Melksham Local Highways & Footway Improvement Group

**2.2.** If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of: **£34,887.85. Refer to APPENDIX 2**

### **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 and accessibility 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 add the following Issues to the Priority Schemes List with funding (where indicated) Refer to APPENDIX 2

- Melksham Town / Melksham without / Semington village - Allocate the sum of **£4000.00** for the formal advertisement and implementation of parking controls (Waiting restrictions) at various agreed sites. 3<sup>rd</sup> Party contribution of 25% (£1,000) to be agreed with town / parish councils.
- Keevil Kerbing works. – Allocate sum of £10,010.00 with 25% contribution (£2502.50) from Keevil Parish council.