

COMMUNITY AREA TRANSPORT GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Priority A, B or C
	Marlborough Community Area Transport Group			
	Date of meeting: Thursday 15th September 2016			
1.	Attendees and apologies			
	Present:	Cllr James Sheppard (Wiltshire Council); Steve Hind (Wiltshire Council), Cllr Nic Combe (Chilton Foliat PC); Cllr John Bevan (Mildenhall PC); Cllr Anne Deuchar (Aldbourne PC); Caroline Jackson (Manton Residents' Assoc); Andrew Jack (Wiltshire Council); Cllr Richard Allen (Marlborough TC); Martin Cook (Wiltshire Council); Cllr Andrew Williamson (Avebury PC); Cllr Nick Fogg (Wiltshire Council); Cllr John Hetherington (Ogbourne St George PC); Cllr Tamsin Witt (Baydon PC); Cllr Sheila Glass (Ramsbury PC); Cllr Vanya Body (Froxfield PC)		
	Apologies:	Cllr Stewart Dobson (Wiltshire Council); Cllr George Horton (Broad Hinton PC); Cllr Mike Morrissy (Fyfield & West Overton PC)		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Marlborough Area Board meeting on the 9 th August 2016. <i>Link can be found at</i> https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=165&MId=10874&Ver=4		
3.	Financial Position			

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		Finance sheet was presented. It showed that Marlborough CATG has £15,835 remaining for f/y 2016/17, subject to the final account being settled on recent projects.		
4.	Top 5 Priority Schemes	There was discussion about the number of top priorities given to SH. It was felt that given the large number of projects that are “nearly there” SH should focus his limited time on making sure these are completed before taking on any new work from CATG. This means there are more than five schemes prioritised as A.		
a)	Issue No 3366 Froxfield – Littlecote Rd Footway and lighting	15% contribution from Froxfield PC accepted. Footway and lighting complete. Final account to be agreed.	SH reported work on the ground had been completed. The final cost is expected to rise due to costs from Ringway being higher than from Balfour Beatty. Can be removed from list.	A
b)	Issue 3832 Marlborough, Silverless StHGV's using inappropriate road	'No Entry' signs for Kingsbury St entering from Herd St. Experimental Order implemented on the 1 st Feb to run for a minimum of 6 months. There are still cases of vehicles entering Silverless St from Herd St. AJ will work with Marlborough TC to consult with residents to improve solution Decision required: -Convert the exp order to permanent (subject to cabinet member report) -Allow the exp order to continue for a longer period. -Modify and consult for further 6 months. -Allow order to expire at end of 18 months	There are still lots of cases where drivers are turning into Silverless St from Herd St, ignoring the No Entry signs. It was reported residents feel this needs to be reversed. NF reported that cases of HGVs becoming stuck, which was the reason for the issue, has reduced, showing the signage must be working to some extent. RA confirmed there had been less damage. In order to try and improve the	C

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		-Remove the exp order.	experiment, it was agreed to install a new “No Left Turn” sign visible coming up Herd St and new “Unsuitable for HGVs” sign near the Town Hall on Kingsbury St. A sign plate with ‘except for cyclists’ also needs to be installed underneath the no entry signs. The situation will be monitored for a further six months after these changes have gone in.	
c)	Issue 4083 Speeding issue, Thicketts Rd Mildenhall	PC contribution 25%. Scheme with Ringway for implementation.	This work is now on a list with Ringway, the contractors, to be implemented and someone from Highways is chasing this. It has been with Ringway a little while. JS asked AJ to chase this one up with senior Highways officers.	A
d)	Issue 3578 A346 Ogbourne St Andrew, Crawlings Piece – More space needed on verge for wheelie bins	Cllr James Sheppard is prepared to take this to Area Board for potential funding. SH has been asked to prepare a quote on improving the storage area so that area board can take a decision on funding or not.	SH has not yet gathered all the information needed for an accurate quote from Ringway. He will need to get Ringway on site for a good look at situation. Based on traffic management costs, SH estimates the project to be about £10,000.	B
e)	Substantive scheme Baydon- Ermin St (west)	Concern from the Parish Council regarding effect on private accesses. Safety audit undertaken and reported to PC. PC to decide how to proceed.	Baydon PC met on Monday 12 th to discuss matter. They agreed they want the middle build-out, by the school, installed. There is an issue at the western end of the	A

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		<p>If the PC decide to go ahead. 12 weeks required to order lighting equipment. 10 weeks notice for a closure date. An alternative proposal will require a new substantive bid.</p>	<p>village where a resident perceives the planned build-out to be dangerous for parking his car. The PC has had an independent assessment which says there is no danger and they are keen to move on. They would also like to move the current 30mph sign further out from the village. There was discussion about the placement of the build-out and its planned location is probably the best. There is not a history of accidents there. Moving the 30mph sign would need an assessment but moving it far would be beyond the settlement boundary JS felt the PC had carried out all due diligence on this matter and could be justified in installing this build-out. TW asked if it would be possible to have just the middle build-out and still be within the agreed substantive scheme. It was felt the PC needs to make the final decision.</p>	
<p>5.</p>	<p>Other Priority schemes</p>			

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a)	Manton- High St / Bridge St – Footway improvements	Marlborough TC has discussed the two options and has agreed to accept the cheaper one with no coloured surface. They argued that since this scheme was agreed and funded before TCs were expected to make a contribution, the new increase in cost should also be paid for by CATG. CATG voted and agreed to fund the full cost of this scheme of approx. £8k Road closure programmed for 24 th Nov.	This work is scheduled in for November. It was pointed out the road closure is likely to disrupt the school bus. CJ agreed to liaise with the school over this.	A
b)	C189 Baydon- Aldbourne- Ogbourne St George C class speed limit review	Atkins initial review complete – recommends national speed limit. SH has reviewed locations of 30mph extents. Current location of 30mph limit at Baydon, on the approach from Aldbourne is satisfactory. Vehicles will slow up at the bend with the gates, Baydon PC to decide if they want to move the speed limit back to the gates location. However this will include taking up existing coloured approach markings. Total package around £5k. Baydon PC to review.	Baydon PC has agreed to their contribution to the cost of this work. There was discussion around the extend of it and the findings of the C-class speed review. CATG agreed for this project to be funded and go on the list.	C
c)	Ramsbury Back Lane 20mph limit	Cost of implementation approx. £3K 25% contribution from Parish Council fixed at £750. Implementation to be complete by end of August.	This work is now complete, however SG reported that the new 20mph sign on the approach from Loves Lane is missing. SH has been informed and will look into this. AJ was asked to chase this up too. SG also asked about the chance of a new “Horses and Pedestrians in Road” warning sign for the start of Loves Lane where 60mph begins. MC will have a look for one.	A

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d)	Ogbourne St Andrew – Village Lane 20mph limit	TRO advert undertaken with no objections. Prioritisation agreed. £750 to be contributed from the Parish Council. Implementation complete.	This work is implemented and JH is happy with this work. The project can be removed from the agenda.	A
e)	Issue 3938 Ogbourne St George – exit slip from bypass – Virtual footway	Parish Council have requested to leave out dropped kerbs, 25% contribution agreed and CATG agreed work to go ahead. Cost Estimate is now updated from £400 to £1240 due to establishment costs of £840 for road markings in the Ringway contract. Road Marking costs can be reduced by implementing several schemes together. To be discussed at CATG.	SH explained what establishment costs mean. He explained how this is a one-off cost that can cover several schemes at the same price. Because there was no one present from Ogbourne St George PC to ask, CATG was happy to wait for other lining schemes to come along and this one be bundled with others, thereby reducing the costs to each scheme.	A
f)	Issue 3558 Mildenhall – Proposed Gates	Arrange supply and implementation of gates at eastern end of village. PC contribution 25%. CATG agreed work to go ahead. Works package with Ringway and signs ordered.	SH explained this project is now with Ringway and should be going in. JB asked when. SH felt it was hard to tell as not getting much feedback from Ringway. He will chase this. JS and NF offered to help track this down.	A
g)	Issue 3545 Broad Hinton – A4361 by Barbury Inn – Bus stop improvements	Bus stop kerbs can be installed on both sides of road. PC contribution 25%. CATG agreed work to go ahead. Design work underway. Cost estimate has gone up to around £9k due to extensive traffic management required by Ringway on an A class road. To be discussed at CATG.	JS asked for a full breakdown of these extra costs, although SH felt it would be around the traffic management Ringway require for working on busy A roads, such as the A4361.	B

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			<p>The value for money this project represents was discussed. AJ read out an email from Broad Hinton PC giving their view that that £9,000 was not good value. Other solutions to raising the kerb were discussed and SH and MC thought there might be slightly cheaper options. CATG was happy to wait for information about the costs of these and make a final decision then.</p>	
h)	<p>Issue 4352</p> <p>Lockeridge – 20mph limit proposal</p>	<p>Assessment agreed costing £2.5k PC contribution of 25% agreed. Assessment complete and with Parish Council for consideration. Cost estimate for construction is £11k including advert costs. PC to confirm contribution is available.</p>	<p>Fyfield & West Overton PC is happy to contribute to this scheme. CATG is happy to agree to this as well and accept it onto the list of schemes.</p>	C
i)	<p>Issue 3799</p> <p>Deer Warning signs on A4</p>	<p>Currently one sign leaving Marlborough towards Froxfield. Nothing from Froxfield towards Marlborough. Suggestion of including a sign leaving Froxfield with a distance plate. Also include distance plate with sign on leaving Marlborough. Cost estimate £600. CATG agreed to go ahead with the scheme as long as the cost was under this and to come to another meeting if over £600. To be prioritised.</p>	<p>SH estimates this cost at around £600. It was agreed that since this new signage benefits different parishes and visitors as well, CATG will pay 100% of the cost. CATG is happy to agree to this and accept it onto the list of schemes.</p>	C
j)	<p>Issue No: 4245</p> <p>A4 at Beckhampton and West Kennett – speeding</p>	<p>Brief with Atkins to provide a design fee for Beckhampton and West Kennett.</p>	<p>SH is working on this with colleagues from Atkins. He estimates that it is looking like the report could cost in the region of £8-9,000 for each area. Confirmed costs will be available</p>	C

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			<p>shortly. This would provide a preliminary design guide rather than give detailed designs for scheme. Reports containing those would cost additional fees. AW mentioned that there is support for this work within the parish and have been offers of funding towards it. CATG agreed to defer this until a more accurate cost has been found. SH will liaise with AW and Avebury PC.</p>	
k)	Issue No: 3487 Marlborough, Ironmonger Lane – Request for new street light	TC to investigate who owns this site	This Issue was returned to Marlborough TC to agree they would contribute towards the cost. SH estimated this could be approx. £2,000. He would contact Lighting for a better estimate.	C
l)	Issue 1479 A4361 North of Avebury – speeding	Cost approx. £3k including advert process to move 30mph limit northwards. PC contribution 25% agreed. On advert 26/5/16 to 20/6/16. No objections. Implementation date required as part of order - 28 th October.	A date has been set for implementation. Will be monitored and chase if needed.	A
m)	Issue 4377 HGVs accessing Back Lane and The Green in Aldbourne	AD explained the damage being done to building on The Green in Aldbourne from over-size delivery vehicles. Not necessarily HGVs. Site meeting arranged for 7 th September.	AD explained that Aldbourne PC has not had the chance to discuss this fully. She has met SH on site. Possible solutions were mentioned including removable bollards. A funding decision was deferred	B

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			until the PC has had a chance to meet and agree this.	
n)	Issue 4468 Improvements to footway at Lottage Rd, Aldbourne	AD explained the situation. MC agreed that this is a maintenance issue but that his budget is not able to cope with such a large piece of work. Site meeting arranged for 7 th September.	As this is an existing feature, it was confirmed the PC does not need to contribute. JS felt it was very important that this piece of footway is maintained as it is the only safe route along this road. MC stated there is no maintenance budget available to do the work. JS said that he will keep chasing this with officers and members.	B
o)	Issue 4469 Better marking of bus stop prevent parked cars, South St, Aldbourne	Cars park on the kerb at the bus stop forcing the bus to double park and making it difficult for bus users to get on and off. Site meeting arranged for 7 th September.	SH has seen the site and feels this is a lining scheme. It could cost £1-1,200. It needs to go back to the PC for their agreement to contribute. Like at Ogbourne St George, this will incur an establishment cost of £840. As explained, this cost can be shared with other schemes.	B
p)	Froxfield's Village Traffic Plan	Develop designs in conjunction with Parish Council. To be prioritised.	SH feels he needs to meet on site with Froxfield PC and look around at the proposed ideas for schemes. Catg agreed to keep this on the agenda but to not necessarily progress any schemes until they have been developed and costed.	C

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6.	New Requests / Issues			
a)	Issue 4681 Change of use of Stonebridge Lane to dual use	Wiltshire Council Highways officers have suggested that Stonebridge Lane, Marlborough could be suitable for change from a footpath to a dual-use path (foot & cycle). This will create better north – south access for pedestrian and cyclists across town without using Herd St.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
b)	Issue 4685 Idling bus engines cause pollution on High Street	To try to cut air quality problems in Marlborough this issue suggests new signage is put up at bus stops on the High St, requesting drivers turn off their engines whilst waiting. Vehicle idling is an offence against the Road Traffic (Vehicle Emissions) (Fixed Penalty) (England) Regulations 2002. Transition Marlborough has already received positive responses from bus companies that their drivers will switch off engines but drivers will need a reminder at bus stops.	This suggestion had been discussed and agreed by Marlborough TC. CATG agreed to accept this project onto the list of schemes. SH to investigate	C
c)	Issue 4687 No pavement on busy road in Baydon	Was discussed at CATG meeting of 16/06/16. Baydon PC advised to write to property holder asking them to cut back hedge that significantly overhangs the road at this point.	This situation was described more fully in that it involves not just cutting back a hedge but also the possible creation of a new footway. However there is a steep bank and other features that could make this difficult. CATG agreed this could go on the list of schemes with a C priority.	

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d)	Issue 4770 Request for new directional signs, Ogbourne St George	Request for new directional signs at junction of High St and Old Marlborough Rd.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
e)	Issue 4792 Parking bay extending over exit to driveway	Markings for on-street parking bay overlaps the entry to resident's drive. Request to move parking bay.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
f)	Issue 4793 Request for clearer No Cycling signage at Figgins Lane	Request by resident of River Park for clearer No Cycling signage at Figgins Lane. Roundels already at High St and George Lane ends plus at entrance from River Park.	AJ explained how there are already No Cycling roundels but apparently some cyclists misunderstand these and think they are allowed to cycle. "No Cycling" text is not regulatory so cannot be put up. Mark Stansby will be asked about more effective alternatives. A new chicane made up of low barriers was suggested to be installed close the the River Park entrance to help protect people coming out there. Both this and new signage was accepted onto the list of CATG projects.	
g)	Issue 4794 Request to extend double yellow lines	Request by resident of The Common to extend double yellow lines outside their drive to improve sightlines for vehicles exiting the drive	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	

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h)	Issue 4826 Request for new directional signs in residential area	Request from resident of Rogers Meadow for clearer road name signage around Newby Acre, The Thorns and Rabley Wood View.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
i)	Issue 4835 To retain speed bump at Downs Lane, Manton Estate	Wiltshire Council has requested removal of privately installed speed hump on public highway. Landowner wants safety/traffic calming issues recognised.	MC described how speed humps had been privately installed on public highway and how Wiltshire Council is insisting they are removed. CATG felt the landowner needs to take this up with the local PC and if need be, they can raise an issue.	
j)	Issue 4851 Multiple issues about pedestrians safety and speeding at Herd St	Lots of related issues including: vehicles jumping red light at crossing by The Green; The pavements either side of Herd Street are “narrow and hazardous” to pedestrians; Large numbers of HGVs using Herd Street; The turning area at The Common where cars turn right towards Frees Avenue from Herd Street; Vehicles exceeding the 30mph speed limit especially downhill traffic as vehicle leave the 50mph in to the 30 mph limit	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
k)	Issue 4852 Speeding on Herd Street Marlborough	Raise by Wiltshire Police. Speeding on Herd Street, specifically downhill traffic as vehicles leave the 50mph limit in to the 30mph limit and as vehicles come up the hill which causes a dangerous situation as vehicles take the right hand turn towards Frees Avenue.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	
l)	Issue 4854 Parking issues at Lower Prospect, Marlborough	Residents of Lower Prospect being unable to park their cars in this street because of other vehicles belonging to neighbours from other roads without their own on-street parking and from workers parking there during the day.	As this issue had not been discussed or agreed by the local town or parish council, it was deferred until another meeting.	

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m)	Issue 4860 Request for Pedestrians in Road warning sign Baydon	This sign was agreed by CATG in Sept 2013 and briefly up in 2014 but was knocked off the post within days. Engineer confirmed a replacement sign but it hasnt been actioned yet	MC explained ow the sign put up in 2014 was a 'spare' but a new one now would have to be ordered and paid for by CATG and the PC. This would need the PC to agree to the contribution.	
n)				
7.	Other items			
a)	Marlborough, George Lane car park. Request to switch priority for signs at the bridge. To be investigated including land ownership.	Not highway. Parking Services AJ will speak with colleagues in Parking Head of Parking responded "If someone other than Highways or Parking wants to pay for it I can see no reason why we would object."	AJ has spoken to the head of parking, who is relaxed about any change in priority. She recommended getting approval for the change from Cllr Philip Whitehead. CATG agrees that Marlborough TC can pursue this independently.	
8.	Date of Next Meeting: 15th December 2016			

Marlborough Community Area Transport Group

Highways Officer – Steve Hind

1. Environmental & Community Implications

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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 Marlborough 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, Marlborough Area Board will have a remaining Highways funding balance of £

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