

SALISBURY COMMUNITY AREA TRANSPORT GROUP ACTION NOTES

p	Item	Update	Actions and recommendations	Who
	Date of Meeting	17th November 2020		
1.	Attendees and apologies			
	<p>Present:</p> <p>Apologies:</p>	<p>Councillor Sven Hocking (SH) – Wiltshire Council – Chair Councillor Atiquel Hoque (AH) – Wiltshire Council Councillor John Farquhar (JF) – Salisbury City Council Trudi Deane (TD) – Laverstock, Ford & Old Sarum Parish Council Peter Durnan (PD) – Cycle Opportunities Group Salisbury Patricia Podger (PP) – Elizabeth House Margaret Willmot (MW) – Salisbury Area Greenspace P/Ship Pam Rouquette (PR) – Salisbury Walking Forum David Bradley (DB) – Salisbury City Council Lynne Davies (LD) – Salisbury City Council Graham Axtell (GX) – Wiltshire Council Marc Read (MR) – Wiltshire Council Paul Shaddock (PS) – Wiltshire Council</p> <p>Councillor Mary Douglas (MD) – Wiltshire Council Councillor John Walsh (JW) – Wiltshire Council</p>		

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2.	Notes of last meeting			
		<p>The minutes of the previous meeting held were agreed at the Salisbury Area Board meeting on the 16th June 2020.</p> <p>The Salisbury Area Board minutes can be found at:</p> <p>https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=168&MId=13512&Ver=4</p>		
3.	Financial Position			
		Current financial position - £14758.00 still unallocated.		
4.	Top 5 Priority Schemes			
a)	<p>Issue No: 6111</p> <p>Safety concern regarding cyclists exiting path adjacent to St. George's Church onto Buttercup Close</p>	<p>Works order issued. Works were suspended at the start of the first national lockdown period and the utility company information supplied to Ringway has expired. Utility company information has a lifespan of three months after which up to date information must be sought before works can be undertaken.</p> <p>Revised utility company information in the process of being obtained and will be issued to Ringway by the end of November 2020.</p>	That the Area Board notes the update.	PS

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b)	<p>Issue No: 6204</p> <p>Request for the introduction of measures to stop fly tipping from occurring in Gradidge Lane</p>	<p>Signs indicating Gradidge Lane is under surveillance for fly tipping erected in May 2020.</p> <p>The public consultation on the Traffic Regulation Order (TRO) proposing the introduction of a Prohibition of Vehicles (Except Motorcycles) restriction on Gradidge Lane commenced on the 22/10/2020 and closed on the 16th November 2020.</p> <p>PS advised the group that a small number of objections had been received in relation to the ETRO and that a Cabinet Member Decision Report would need to be written to obtain approval to proceed with the TRO.</p>	<p>Cabinet Member Decision report considering the objections received to be written.</p>	PS
c)	<p>Issue No: 7134</p> <p>Provision of cycle route directional signage from Bishopdown to Old Sarum</p>	<p>Works order issued. Works were suspended at the start of the first national lockdown period and the utility company information supplied to Ringway has expired. Utility company information has a lifespan of three months after which up to date information must be sought before works can be undertaken.</p> <p>Revised utility company information in the process of being obtained and will be issued to Ringway by the end of November 2020.</p>	<p>That the Area Board notes the update.</p>	PS

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d)	Amendments to Replacement Bus Shelters	<p>Additional inspections of the five Shelterstore shelters (provided through the CATG) in June 2020 revealed that their condition had deteriorated further. Specific issues included the warping of the polycarbonate glazing panels and missing bolts from the glazing panels.</p> <p>Following internal Wiltshire Council discussions, it was decided that the shelters were not fit for purpose and rather than spending additional monies repairing and modifying them, they should be replaced.</p> <p>It was agreed that the £2,000 allocated by the group to make amendments to the air gaps in the Shelterstore shelters would be put towards the costs of replacing the shelters with the remaining funding coming from the council's Integrated Transport budget. Budget availability meant that two of the five shelters could be replaced during the current financial year with the remaining three shelters being replaced during the 2021/2022 financial year.</p> <p>It was agreed that the two shelters to be replaced this year would be the ones located in Bishopdown Road and Coronation Road and that they would be replaced with Bus Shelters Ltd 'Transit' shelters. This is the same style of shelter that was installed in Devizes Road in 2019 using CATG funding.</p> <p>The shelters in Bishopdown Road and Coronation Road were replaced in September 2020.</p>	That the Area Board notes the update.	PS
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e)	Waiting Restriction Requests	<p>The group previously asked for the requests for new or amended waiting restrictions received during 2018 and 2019 to be taken forward as part of the council's review of Residents' Parking Zone E (RPZE). Work on the review of RPZE was suspended during National Lockdown 1 and the Integrated Transport budget available for this project was reallocated towards the provision of social distancing measures. The review of RPZE will now not be completed until the 2021/2022 financial year at the earliest.</p> <p>If the group wish for the waiting restriction requests to be taken forward at this time, they would need to allocate funding from the CATG budget.</p> <p>The estimated cost of introducing all the changes requested is £4,000. This figure comprises £1,000 to cover the statutory costs associated with the production of the TRO and £3,000 to cover the cost of the on ground works.</p> <p>Design work on the waiting restrictions requests has been completed.</p>	<p>The group discussed this matter and felt that as there was no certainty around when the RPZE would now come forward that it should fund the cost of the waiting restriction amendments.</p> <p>That the Area Board approves the allocation of £4000 to allow this work to be undertaken.</p>	PS
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5.	Other Priority schemes			
a)	<p>Issue No: 12-20-1</p> <p>The introduction of a give way marking at the junction of Hamilton Road and Marlborough Road</p>	<p>Design work completed in October 2020. Works to be added to next package of lining works issued to Ringway.</p> <p>The cost of reallocating the Hamilton Road street nameplate has been included in the list of street nameplate works that will be subject to a grant application to the Salisbury Area Board. (Please refer to the Maintenance of Street Nameplates item below for more information about the grant application.</p> <p>Action to contact Royal Mail to discuss the potential relocation of the post box at the junction of Hamilton Road and Marlborough Road to improve visibility at the junction is outstanding.</p>	<p>Royal Mail to be approached to discuss the potential relocation of the post box.</p>	PS
b)	<p>Issue No: 12-20-2</p> <p>The provision of additional cycle parking stands in Salisbury City Centre.</p>	<p>The CATG previously allocated £977.39 towards the provision of additional cycle parking in Salisbury City Centre. However, officers were asked not to progress this matter whilst the proposals for the People Friendly Streets (PFS) project were developed as additional cycle parking was being considered as part of this project.</p> <p>The council has bid for funding from the Swindon and Wiltshire Local Enterprise Partnership (SWLEP) to provide a package of measures to compliment the introduction of the Low Traffic Zone in Salisbury City Centre. One of measures funding has been applied for is the introduction off additional cycle parking. A decision on whether the funding will be allocated towards the provision of the package complimentary measures will be made by the SWLEP on the 25/11/2020.</p>	<p>The group discussed this matter and agreed to proceed with Options A and C depending on whether the bid for SWLEP funding was successful.</p> <p>The group to be advised of the outcome of the bid for SWLEP funding once known.</p>	PS

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		<p>In view of the above the following options are available to the group:</p> <ul style="list-style-type: none"> a) If the SWLEP funding is received rescind the funding allocation previously made by the CATG and reallocate it to other CATG projects. b) If the SWLEP funding is received combine the funding allocation previously made by the CATG with it to enable the provision of additional cycle parking stands. c) If the SWLEP funding is not received retain the funding allocation previously made by the CATG to allow for the provision of additional cycle parking stands. 		
c)	Maintenance of Street Nameplates	<p>Works to replace the 63 broken and missing street nameplates identified in in 2019 were completed in June 2020.</p> <p>A total of 107 street nameplates have been identified for repainting during the 2020/2021 financial year. A total of 86 street nameplates have been repainted so far. <i>[Post Meeting Update: All 107 street nameplates have now been repainted.]</i></p> <p>A total of 76 broken or missing street nameplates have been identified as needing replacing during the 2020/2021 financial year. The Salisbury Area Board will consider a grant application for £19,500 at its meeting in December 2020 to fund the replacement of the identified broken or missing street nameplates.</p>	<p>SH stated that he believed that it was unlikely that the Salisbury Area Board would be able to fund the replacement of all the street nameplates identified this year given increased demand for Area Board Grants. SH further stated that his preference would be to focus on obtaining the funding to replace the damaged or missing signs in the Harnham and St Mark's and Bishopdown wards, as these were the two wards that had been be prioritised for funding this year as part of this project.</p> <p>The group agreed with this approach.</p>	SH

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6.	New Requests / Issues			
a)	<p>Issue No: 12-20-3</p> <p>Request for amendments to the signs on the wooden bollards indicating the presence of the informal crossing point outside of Debenhams in Blue Boar Row.</p>	<p>The requestor has asked that the two 'Cross With Extreme Caution' signs are removed from the wooden bollards indicating the presence of the informal crossing point outside of Debenhams in Blue Boar Row and that signs advising motorists that they should slow or give way to pedestrians using the informal crossing point should be erected on the wooden bollards. The request was made on the basis of giving greater priority to pedestrians in the city centre.</p> <p>To a certain extent this request has been overtaken by the introduction of the Low Traffic Zone which has reduced the volume of traffic in Salisbury City Centre, including in Blue Boar Row. The reduction in traffic has made it easier for pedestrians and cyclists to travel around the city centre and it could be argued that they have been afforded greater priority.</p> <p>The 'Cross With Extreme Caution' signs are present to indicate to pedestrians that they need to take care when crossing at this location partly because of the volume of traffic that uses Blue Boar Row (or used to at least) and because it is an informal crossing point at which pedestrians don't have any priority over vehicular traffic.</p> <p>The Traffic Sign Regulations & General Directions 2016 do not allow for the erection of a sign indicating that motorists should slow or give way to pedestrians at an informal crossing point as there is no legal requirement for them to do so.</p>	<p>The group discussed this issue and agreed that the 'Cross With Extreme Caution' signs should be kept to remind pedestrians to take care when crossing the road at this location.</p> <p>The group asked that the originator of this issue be updated accordingly and for the issue to be closed.</p>	PS

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		<p>The 'Cross With Extreme Caution' signs could be removed, although given the reduction in traffic using the city centre there is an argument that the signs are still needed to remind pedestrians to take care when crossing the road at this location.</p> <p>The estimated cost of removing the 'Cross With Extreme Caution' signs is £16.51.</p>		
b)	<p>Issue No: 12-20-4</p> <p>Request to allow contraflow cycling along Meadow Road and Coldharbour Lane in Salisbury.</p>	<p>Local Transport Note (LTN) 1/20 Cycle Infrastructure Design advises that an advisory contraflow cycle lane can be introduced in one-way roads subject to a 20mph speed limit and with less than 1000 vehicle movements per day. A week long traffic survey undertaken in Coldharbour Lane in July 2020 recorded a total of 3861 vehicle movements along the road.</p> <p>In consideration of the results of the traffic survey, and given that both Coldharbour Lane and Meadow Road are subject to a 20mph speed limit, allowing contraflow cycling in both roads could be considered.</p> <p>LTN 1/20 also advises that “where speed is low in urban areas, contraflow cycling without a dedicated cycle lane has been found to be successful even on narrow streets with on-street car parking. The following minimum carriageway widths are recommended:</p> <ul style="list-style-type: none"> • 2.6m with no car parking • 3.9m based on car passing cycle, no car parking • 4.6m with car parking on one side of the road • 6.6m with car parking on both sides of the road 	<p>The group noted that Meadow Road and Coldharbour Lane broadly met the criteria for contraflow cycling and discussed its possible introduction in these roads.</p> <p>Discussions focused around the safety of allowing cyclists to travel along the roads in contraflow and in particular the visibility of cyclists travelling in contraflow to motorists turning into the roads. These concerns were acknowledged by members of the group. MW commented that allowing cyclists to travel in contraflow was probably safer than having them have to turn right into roads (i.e. Ashley Road) from Devizes Road.</p> <p>A majority of the group felt that a scheme to introduce contraflow cycling in Coldharbour Lane and Meadow Road should be taken</p>	PS

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		<p>Meadow Road (between Gas Lane & York Road) is 6.0 metres wide and has marked parking bays on the western side of the road. It also has lengths of single yellow line on the eastern side of the road which prevents parking from taking place between Monday-Saturday 8.00am-6.00pm but allows parking to take place outside of these times.</p> <p>Coldharbour Lane (between Clifton Road and Gas Lane) is 5.5 metres wide and has marked parking bays on the western side of the road. It also has a length of single yellow line on the eastern side of the road which prevents parking from taking place between Monday-Saturday 8.00am-6.00pm but allows parking to take place outside of these times. Coldharbour Lane is 4.8 metres wide at the point where the length of single yellow line is located.</p> <p>Coldharbour Lane (between Ashley Road and Clifton Road) varies in width. The wider section is 7.8 metres wide and has marked parking bays on both sides of the road. The narrower section of the road is 4.8 metres wide and has a length of single yellow line on its western side which prevents parking from taking place between Monday-Saturday 8.00am-6.00pm but allows parking to take place outside of these times.</p>	<p>forward to the design stage and the proposals brought back to the group for consideration.</p> <p>SH asked that his reservations about the safety of allowing contraflow cycling along Coldharbour Lane and Meadow Road be recorded.</p>	
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c)	<p>Issue No: 12-20-5</p> <p>Request to address local concerns around an increased use of Milford Mill Road by vehicular traffic and its continued use by HGVs.</p>	<p>A site meeting was held in October in Milford Mill Road to discuss ongoing concerns about its increased use by vehicular traffic and its continued use by HGVs.</p> <p>At that site meeting it was agreed that as Milford Mill Road straddled both the Salisbury and Southern Wiltshire Community Areas a joint meeting between local elected members and relevant officers be held to discuss possible options that could be taken forward through the respective CATGs to address the concerns raised.</p> <p>Once that meeting has taken place this group will need to consider any options identified at a future meeting.</p>	<p>That the Area Board notes the update.</p>	PS
d)	<p>Various improvements to the Bishopdown Estate</p>	<p>A report was prepared the Bishopdown Residents Association (since dissolved) and submitted to Wiltshire Council raising 47 individual issues that they felt needed addressing. A copy of that report is attached as Appendix 1.</p> <p>The issues raised in the report need to be addressed by Salisbury City Council and various teams within Wiltshire Council (Traffic Engineering, Highways Maintenance and Housing). From the issues raised in the report the ones that need to be considered by this group relate to the provision of new and dropped kerbs. The report raises the need for new dropped kerbs at 18 locations within the estate.</p> <p>The approximate cost of installing a pair of dropped kerbs is between £1,500 and £2,000 (depending on site specific issues such as gradient etc.).</p> <p>The group to discuss whether it wishes to fund the installation of any dropped kerbs in the Bishopdown Estate.</p>	<p>The group discussed the report prepared by the Bishopdown Residents Association. The group felt that the officers from Salisbury City Council and Wiltshire Council should go through the report and consider which team(s) would be responsible for addressing the issues identified and outlining which issues required addressing. Once this work had been completed an update is provided to local ward members.</p> <p>Funding of issues that require addressing to be considered at a future meeting of the group.</p>	DB / PS

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7.	Closed Items			
a)	Issue No: 7219 Large vehicles damaging the corner of Chequers House, New Street	The bollard to stop vehicles mounting the kerb and striking Chequers House was installed in April 2020. All works have been completed and the issue has been closed.	That the Area Board notes the update.	PS
b)	Footway outside of Prebendal House, Stratford Road, Salisbury.	The footway outside of Prebendal House was constructed in June 2020. All works have been completed and the issue has been closed.	That the Area Board notes the update.	PS

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8.	Other Items			
a)	Highway Maintenance Update	<p>GX form the Area Highway Office provided a list of carriageway resurfacing works programmed to be undertaken in the Salisbury Community Area during the remainder of the 2020/2021 financial year. The list is attached to these notes as Appendix 2.</p> <p>AH asked to be provided further information on the proposed works in St. Edmund's Church Street.</p> <p>GX advised the group that the provisional list of locations in the Salisbury Community where footway resurfacing works will take place in the 2021/2022 financial year were - Downton Road, Burford Avenue, Shakespeare Road and Attwood Road/Bartlett Road.</p> <p>SH commented that there was potentially a shared use path being introduced on Downton Road (between Milton Road and the Britford Park and Ride site) and that officers should make sure that any works didn't result in the footway being resurfaced twice in quick succession.</p>	<p>AH to be provided with further information on the proposed works in St. Edmund's Church Street.</p> <p>That the Area Board notes the update.</p>	GX
b)	Brown Street / St. Ann Street / Exeter Street Cycle Lane	PS advised members of the group that comments on the Brown Street / St. Ann Street / Exeter Street Cycle Lane should be emailed to transportation@wiltshire.gov.uk .	That the Area Board notes the update.	PS
c)	Salisbury People Friendly Streets	PS advised members of the group that comments on the Salisbury People Friendly Streets scheme should be made via https://www.wiltshire.gov.uk/tro-consultation-central-salisbury .	That the Area Board notes the update.	PS
9.	Date of Next Meeting:			
		9 th February 2021		

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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 Salisbury 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, Salisbury Area Board will have a remaining Highways funding balance of £10,758 in the CATG allocation available for the 2020/2021 financial year.

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

There are no specific safeguarding implications related to this report.