

## Melksham Local Highways & Footway Improvement Group

	Item	Update	Actions and recommendations	Who
	<b>Melksham LHFIG – Notes of on-line meeting held on Thursday 3<sup>rd</sup> August 2023 at 18:00 hrs</b>			
<b>1.</b>	<b>Attendees and apologies</b>			
	Attendees:	Cllr Mike Sankey – Chair Cllr Jonathon Seed Cllr Jon Hubbard Jonathon Tapper – Steeple Ashton PC Colin Wade – Semington PC Linda Roberts – Clerk to Melksham TC Sarah Dow – Clerk to Keevil PC Alan Baines – Melksham Without PC Andy Cadwallader – Area Highway Engineer Martin Rose – Principal Traffic Engineer Mark Stansby – Principal Traffic Engineer	Area Board to note.	AB
	Apologies:	Mary Winterburn – Great Hinton PC Colin Goodhind – Melksham Town Council		
<b>2.</b>	<b>Notes of last meeting</b>			
		The notes of the previous LHFIG meeting held on 9 <sup>th</sup> May 2023 were presented to the Area Board on 14 <sup>th</sup> June, passing all recommendations.	LHFIG to note.	All

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<b>3.</b>	<b>Financial Position</b>			
		<p>The closing balance for 2022/23 is now confirmed at £51,247.70 (see Appendix 1). This surplus is carried forward to this financial year.</p> <p>The current balance for 2023/24, less previous commitments stands at £43,672.81 (see Appendix 2).</p>	Area Board to note	AB
<b>4.</b>	<b>Priority schemes</b>			
a)	Issue 6055 – Broughton Gifford - Gateways and Traffic Management measures.	<p>The outstanding bollards have now been installed and we await the bill from our contractor.</p> <p>Remedial work to the road markings is to be done imminently.</p>	Area Board to note	AB
b)	A365 Shaw Bath Road Footway improvements – funded by Section 106 monies from George Ward Gardens development.	<p>Due to the cancellation of a project this scheme had been brought forward in the work programme and work on the ground has now been completed. Highways are awaiting bills from the contractor.</p> <p>Representatives from the Town Council questioned why they were being asked for a contribution with the work having been carried out within Melksham Without's area. Officers reported that this had been agreed at a previous LHFIG meeting held on 2<sup>nd</sup> February 2023, although the Town Council have yet to confirm their contribution (£1,500).</p>	<p>Arwa Board to note.</p> <p>Town Council to discuss their contribution at an internal committee meeting.</p>	<p>AB</p> <p>Town Council</p>
c)	Issue 9-20-9 – Melksham Sandridge Road – request to improve footway link to Maple Close	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.	<p>Area Board to note</p> <p>Town Council to continue to liaise</p>	AB

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		<p>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.</p>	with the landowner's legal team.	Town Council
d)	Active Travel Scheme - Farmers Roundabout – signing to promote use of shared use cycle route to and from Holt Road and town bridge.	<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>	Awaiting update from Town Council	Town Council
e)	Melksham Dunch Lane – funded by Section 106 monies from George Ward Gardens development	<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).</p>	Awaiting update from Town Council	Town Council

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f)	Issue 9-22-1 – Melksham Footway linking Hazelwood Road & St Michaels Road – Request for lighting	<p>Issue submitted by Cllr Hubbard and Melksham Town Council.</p> <p>The work has been completed at a cost of £3,673.23, an underspend of £326.77 against the estimated figure. Town Council contribution agreed as 50% of actual spend – a sum of £1,836.61.</p> <p>Highways have issued an Invoice to the Town Council.</p>	To recommend to the Area Board that this Issue be closed.	Chair
g)	Issue 9-22-10 – Berryfield Semington Road – request to install 2 bus shelters	<p>Issue submitted by Melksham Without Parish Council</p> <p>There is a Section 106 fund of £20,662 to provide 2 x shelters with seating, high access kerbs with RTI facility (or to be ready for RTI installation).</p> <p>Design work is underway with a start date for installation now confirmed as 27/11/23.</p>	Area Board to note	AB
h)	<p>Issue 9-22-12 – Bowerhill Halifax Road – request for drop kerbs to link Brampton Court with Sunderland Close</p> <p>Issue 9-22-13 – Bowerhill DeHavilland Place and Dowding Way – Request for footway extensions and drop kerbs</p>	<p>Issue submitted by Melksham Without Parish Council</p> <p>The work at both sites has been completed under a single Order. Interim bills have been received to the value of £6,452.73.</p> <p>Highways to chase contractor for outstanding bills.</p>	Highways to chase contractor for outstanding bills.	Highways
i)	Issue 9-22-17 – Melksham Without (various roads) – request for Parking Control Measures	<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> </ul>	Highways to undertake the review.	Highways

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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>• Avro Way Bowerhill</li> <li>• Merlin Way Bowerhill</li> <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>Investigation work to commence late July / early August.</p>		
j)	Issue 9-19-11 – Bowerhill Portal Road – Request for Bowerhill nameplate and white gates	<p>Issue submitted by Melksham Without Parish Council</p> <p>An order has been placed to undertake this work. Contractor is currently awaiting delivery of the gate.</p>	Area Board to note	AB
k)	Issue 9-22-2 – Melksham The Crays – request for drop kerbs	<p>Issue submitted by Melksham Town Council</p> <p>The work has been completed and an interim bill has been received to the value of £2,388.78.</p> <p>Highways to chase contractor for outstanding bills.</p>	Highways to chase contractor for outstanding bills.	Highways
l)	Issue 9-22-6 – Melksham Sandridge Road junction with Snarlton Lane – request for signs to direct drivers to Snarlton Farm	<p>Issue submitted by Melksham Town Council</p> <p>The signs have been installed at a cost of £623.26. This is an underspend of £326.74 against the estimate of £950. Town Council contribution agreed as 50% of actual spend – a sum of £311.63.</p> <p>Highways have issued an invoice to the Town Council.</p>	To recommend to the Area Board that this Issue be closed,	Chair

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m)	Issue 9-22-11 – 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>	Area Board to note	AB
n)	Issue 9-22-20 – Keevil, Martins Road – request to alter barriers and improve condition of footpath surface.	<p>Issue submitted by Keevil Parish Council</p> <p>Issue concerns Right of Way, KEEV27 which provides access to the recreation ground.</p> <p>Resurfacing work has been completed by the ROW team's contractor and we await their bill. Highways have removed the life expired safety barrier and provided new drop kerbs and hard standing.</p> <p>With the Parish's brief to make the path more accessible for buggies and wheelchair users, and taking into account the slow speeds and low traffic volume on Martins Road, officers decided against replacing the barrier.</p> <p>However, having received concerns from parishioners about this decision, the Parish have asked for a new, smaller barrier to be installed. This was agreed at a site meeting and Highways have this in hand.</p>	Highways to order new barrier	Highways
o)	Issue 9-22-22 – Shaw Corsham Road – request to reinstate louvre shuttering on approach to signals	<p>Issue submitted by Melksham Without Parish Council</p> <p>Louvres were omitted on the new signal heads when the traffic lights were replaced in 2020.</p>	Highways to chase progress	Highways

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		An order has been placed with our Traffic Signal Consultants to undertake this work. Cllr Alford asked if this could be completed before the start of the Autumn term?		
p)	Issue 9-23-2 – Great Hinton – request to replace a wooden stile with a Kissing Gate to create better access to a number of local Footpaths	<p>Issue submitted by Great Hinton Parish Council</p> <p>Work has been delayed due to late delivery of the new gate. Gate has now arrived and installation is to be undertaken by the ROW team.</p>	Area Board to note	AB
q)	Issue 9-23-3 – Beanacre Westlands Lane – request to prohibit parking at the access to the new water pumping station.	<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>Refer to Item 4i of the agenda.</p>	Area Board to note	AB
r)	Issue 9-23-4 – Bus Gate at Semington Road – request for Camera Enforcement.	<p>Issue submitted by Semington Parish Council</p> <p>Wiltshire Council has a camera available and the Parish have asked if this could be installed for enforcement. Semington have liased with Melksham Without who are supportive of this proposal.</p> <p>Since the last meeting, the road markings have been refreshed and the signs inspected for compliance to enable enforcement by the Police. Maintenance of the metal gate is the responsibility of the local highways office and defects should be reported using the MyWilts App.</p> <p>Having considered the suggestion of relocating the gate, it is officers' recommendation to maintain the gate where it is, and</p>	<p>Traffic to request a new survey.</p> <p>Local Highways to action repair or replacement of the gate.</p>	<p>Traffic</p> <p>Area Highway Engineer</p>

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		to undertake a traffic survey to gauge the level of non-compliance prior to committing to any expenditure.  Parish are content for the survey to take place.		
s)	Issue 9-23-5 – Bowerhill various sites – request for Parking Review	Issue submitted by Melksham Without Parish Council.  Parking concerns have been raised at the following sites at Bowerhill: <ol style="list-style-type: none"> <li>1. Pathfinder Way</li> <li>2. Westinghouse Way</li> <li>3. Lancaster Road</li> </ol> Refer to Item 4i of the agenda.	Area Board to note	AB
t)	Issue 9-23-7 – Melksham various roads – request for Parking Review	Issue submitted by Melksham Town Council  Parking concerns have been raised at the following locations: <ol style="list-style-type: none"> <li>1. Union Street – could parking be permitted to create chicanes?</li> <li>2. The City / Alms Houses – request for residents parking scheme</li> <li>3. Cranesbill Road – issue at school times</li> <li>4. Skylark – no details submitted.</li> </ol> Highways to request further details of these issues from Town Council, prior to the review.	Area Board to note  Highways to write to Town Clerk.	AB  Highways
<b>5.</b>	<b>New Requests and ongoing Issues</b>			
a)	Issue 9-22-15 – Melksham junction of Church Street and High Street and Lowbourne –	Issue submitted by Melksham Town Council	Area Board to note.	AB



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	<p>request for audible warning at signal controlled crossing points</p>	<p>Highways have commissioned their Traffic Signal Consultants (Atkins) to investigate this matter.</p> <p>Town Council were content with the previous response on the disablement of the audible warnings, but asked why the crossing by Costa had the audible warning enabled?</p> <p>Most last update from Atkins read:</p> <p>The “Costa” crossing beepers are audible at the junction but are very quiet. Usually we would say switch them off to be on the safe side but considering the issues identified by the visually impaired pedestrian (which are quite significant and not easily resolved by other means i.e. second push button) we are going to propose a second site visit with Telent (the signal engineers) to turn the beepers down at the crossing and switch on the beepers at the junction (at their lowest level) and review if the beepers can be heard between the two sites. If they can’t be heard, then we will leave the crossing ones on and switch the junction ones on too, which would be a great benefit to the resident. If the beepers can be heard at the lowest setting then we will likely switch the crossing ones off and leave the junction ones off too.</p> <p>We will programme in a visit with Telent and provide more feedback when completed. Sorry this isn’t a more definite answer. The crossing ones have been left on for now as they are only just audible and the risk of confusion is low especially for those familiar with the sites.</p> <p>We now await their findings of a second visit to the site with their contractor.</p>		
b)	Issue 9-22-21 – Melksham Snarlton Lane, Crossing point	Issue submitted by Cllr Sankey and Melksham Town Council	To recommend to the Area Board that this Issue is added to the	Chair

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	<p>from Nightingale Close – request for coloured road surface due to safety concerns</p>	<p>View of the crossing is often restricted due to vegetation and a warning sign was previously funded through the CATG / LHFIG process. The hedgerow is protected by a preservation order and will receive a flail cut as part of the routine maintenance programme.</p> <p>It was agreed to pursue an estimate to provide a coloured high friction strip to highlight the crossing area to motorists. Highways have suggested the use of a buff coloured material which will provide sufficient contrast against the regular road surface. An outline plan is included as Appendix 3.</p> <p>The area to be treated is just under 28 square metres and the estimate to undertake this work £2,909.15, which includes legal fees for a temporary road closure. A provisional date to undertake this work has been agreed with the Contractor as 30<sup>th</sup> August, in time for the start of the new school year.</p> <p>Following a discussion the group were in agreement to take this forward. Town Council are content to make a 50% contribution.</p>	<p>Priority Schemes list, and to allocate a sum of £1,454.58.</p>	
c)	<p>Issue 9-23-8 – 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>Area Board to note</p> <p>Highways to liaise with their Consultants.</p>	<p>AB</p> <p>Highways</p>

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		<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.</p>		
d)	Issue 9-23-9 – Speeding traffic on A365 Shaw and Whitley Corsham Road – request for SLOW road markings	<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 Mavern House</li> </ul> <p>Following a discussion it was agreed that Highways should investigate and formulate a proposal with ball park costings, ahead of the next meeting.</p>	Highways to consider	Highways
e)	Issue 9-23-10 – A350 Beanacre – request to review the signs which indicate the weight limit on Westlands Lane	<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 ball park costings, ahead of the next meeting.</p>	Highways to consider	Highways
f)	Issue 9-23-11 – A365 Bowerhill, Devizes Road junction with Hornchurch Road – request to introduce double white line system to prevent overtaking.	<p>New issue submitted by Melksham Without Parish Council</p> <p>Concerns have been raised of vehicles overtaking through and around the ghost island.</p>	Highways to consider	Highways

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		<p>Highways reported that solid white lines are not considered appropriate for speed limits below 40 mph. Other options, such as the placement of an island to deter overtaking could be considered.</p> <p>Highways to investigate and formulate a proposal with ball park costings, ahead of the next meeting.</p>		
g)	Issue 9-23-12 – Steeple Ashton Sandpits Lane – request for signing measures and SLOW marking	<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 ball park costings, ahead of the next meeting.</p>	Highways to consider	Highways
h)	Issue 9-23-13 – Steeple Ashton Sandpits Lane – request to improve access / egress into the playing field	<p>New issue submitted by Steeple Ashton Parish Council</p> <p>Request for hard standing and footpath surface improvements into playing field access.</p> <p>Following a discussion it was agreed that Highways should investigate and formulate a proposal with ball park costings. This will require a more detailed study and Highways requested that this be added to the Priority Schemes List (without funding at this time) for consideration when staff resources become available. The group were content to follow this process.</p>	To recommend to the Area Board that this Issue be added to the Priority Schemes List, without funding.	Chair
i)	Issue 9-23-14 – Steeple Ashton Common Hill / Newleaze – request for	<p>New issue submitted by Steeple Ashton Parish Council</p> <p>The play area is a thoroughfare for residents accessing Common Hill and a barrier would give protection for children</p>	Highways to consider	Highways

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	pedestrian barrier at exit of children's play area	<p>who are witnessed running from this area towards the main road.</p> <p>Following a discussion it was agreed that Highways should investigate and formulate a proposal with ball park costings, ahead of the next meeting.</p>		
<b>6.</b>	<b>Other items</b>			
a)	<b>Pavement and Footway Improvement Schemes (pre-LHFIG)</b>	<p>There was no footway patching carried out in 2022, therefore the work at Philips Close remains outstanding.</p> <p>Major Maintenance report that there are no resources available to progress the Ebenezer Chapel footway between Union Street and King George V playing field. The footpath is due to be inspected again to determine whether it can remain open for the time being.</p> <p>For the sites approved for footway reconstruction, Corfe Road, Melksham has been completed and Sherwood Avenue Melksham remains outstanding.</p> <p>No update was available for the Footway Slurry sites at</p> <ul style="list-style-type: none"> <li>• Ashley Close, Whitley</li> <li>• Tower Road, Melksham including cul-de-sac off Blackmore Road</li> <li>• Sherwood Avenue/Savernake Avenue, Melksham</li> <li>• Wellington Drive, Bowerhill</li> <li>• Birch Grove, Bowerhill</li> <li>• Elm Close, Bowerhill</li> <li>• Blackmore Road Cul-de-sacs, Melksham</li> </ul>	Cllr Sankey to make further enquiries with officers and Cabinet Member.	Chair

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b)	<b>Deadline for submitting LHFIG Requests</b>	<p>All requests are to be submitted two weeks prior to a meeting taking place. Requests received after the deadline will be held until the following meeting.</p> <p>Requests to be sent to LHFIGrequests@wiltshire.gov.uk</p> <p>The deadline for our next meeting is 19<sup>th</sup> October 2023</p>	All to note	All
7.	<p><b>Dates of future meetings:</b></p> <p><b>2<sup>nd</sup> November and 8<sup>th</sup> February 2024.</b></p> <p><b>Meetings to commence at 16:30 hrs and will be held on-line until further notice.</b></p>			

**Melksham Local Highways & Footway Improvement Group**

**Highways Traffic Officer – Mark Stansby**

**Area Highway Engineer – Andy Cadwallader**

**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.  
 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 **£42,218.23**

**3. Legal Implications**

3.1. There are no specific legal implications related to this report.

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#### **4. HR Implications**

4.1. There are no specific HR implications related to this report.

#### **5. Equality and Inclusion Implications**

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

#### **6. Safeguarding implications**

6.1 There are no specific Safeguarding implications related to this report.

#### **7. Recommendations to Melksham Area Board**

7.1 To close the following Issues:

9-22-1 Melksham Lighting off Hazelwood Road and 9-22-6 Melksham Signing to Sandridge Farm

7.2 To add the following Issues to the Priority Schemes List with funding:

9-22-21 Melksham Snarlton Lane Crossing Point (£1,454.58).

7.3 To add the following Issues to the Priority Schemes List without funding:

9-23-13 Steeple Ashton Sandpits Lane pedestrian access to playing field