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MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Wednesday 14th January 2026

To all members of the Council Highways, Footpaths and Streetscene Committee: Councillors: Chris Griffiths, Alan Baines, David Pafford (Council Vice-Chair), John Glover (Council Chair), Martin Haffenden, Mark Harris and Anne Sullivan.

You are invited to attend the Highways, Footpaths & Streetscene Committee Meeting which will be held on **Monday 19th January 2026 at 7.00pm at Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES** to consider the agenda below:

TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.

Click link here:

<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>

Or go to www.zoom.us or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985 Passcode: 070920**. Instructions on how to access Zoom are on the parish council website www.melkshamwithout-pc.gov.uk. If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

Yours sincerely

YOU CAN ACCESS THE AGENDA PAPERS HERE

A handwritten signature in black ink, appearing to read 'Teresa Strange'.

Teresa Strange
Clerk



Serving rural communities around Melksham

AGENDA

- 1. Welcome, Announcements & Housekeeping**
- 2. To receive Apologies and approval of reasons given.**
- 3. Declarations of Interest**
 - a. To receive Declarations of Interest
 - b. To consider for approval any Dispensation Requests received by the Clerk and not previously considered.
- 4. To consider holding items in Closed Session due to confidential nature**

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of business, where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
- 5. Public Participation**
- 6. Local Highways & Footpath Improvement Group (LHFIG)**
 - a. To note Minutes and Action Log of Local Highways & Footpath Improvement Group (LHFIG) meeting held on 28th October 2025
 - b. To consider any designs/pricing for schemes that have been provided for comment/approval including Hornchurch Road/A365 traffic island further information
 - c. To note the 'Substantive Highways Scheme fund' bid application process for funding in 2026/27 and consider any schemes to put forward for 2026/27 and 2027/28
- 7. To consider requests for support by the Parish Council including requests for the Local Highways & Footpath Improvement Group (LHFIG) next meeting on 5th February 2026 (deadline 22nd January 2026):**
 - a. **Bowerhill**
 - (i) Request for action to prevent parking issues in Gibson Close
 - (ii) Request for dropped kerbs at junction of Trenchard Way with Halifax Road
- 8. Road Safety Working Group**
 - a. To note Government consultations on new road safety measures
<https://www.gov.uk/government/publications/road-safety-strategy>
 - b. To consider any items/projects for review by the Road Safety Working Group (standing item).
- 9. Rights of Way and Footpaths**
 - a. To note the designation of part of Footpath MELK106 and Footpath MELW18 as a cycle track.

10. To receive feedback on progress of holistic reviews:

- a. Semington Road
 - i) To consider estimate and queries for Semington Road review
 - ii) To consider feedback on s106 funding change from David Wilson /Wiltshire Council and provide comments
- b. To consider any feedback from correspondence with Wiltshire Council on A365 Bath Road (Bowerhill)

11. National Transport improvements

- a. To note update on A350 Melksham bypass – See page 34 of the Western Gateway Strategic Investment Plan 2025-2035
<https://westerngatewaysb.org.uk/wp-content/uploads/2025/04/Western-Gateway-SIP-2025-FINAL.pdf>
- b. To consider request of Melksham Transport User Group for support on grant funding bid for “Information at the Station” project

Copy to: All Councillors

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		Melksham LHFIG – Meeting-Notes for Tuesday 28th October at 14:00 hrs (Via MS Teams)		
		Chair - Cllr Andrew Griffin		
		Highways Officer - Martin Rose		
1.		Attendees and apologies		
	Attendees:	Cllr Andrew Griffin Cllr Charlie Stokes Cllr Jennie Westbrook Cllr Jon Hubbard Pat Aves (Melksham TC) Alan Baines (Melksham Without PC) Jonathan Tapper (Steeple Ashton PC) Adrian Kwasnicki (Gt Hinton PC) Mary Winterburn (Gt Hinton PC) Pat Tucker (Keevil PC) Sarah Dow (Keevil PC) Dean Baker (Wiltshire Council) Martin Rose (Wiltshire Council)		
	Apologies:	Nigel Hall (Semington PC) Cllr Nick Holder		

Melksham Local Highways & Footway Improvement Group

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2.	Notes of last meeting																
	<p>The notes and recommendations of the previous LHFIG meetings held on 29/05/25 and 14/08/25 were presented to the Melksham area board at its 03/09/25 meeting. The minutes can be seen here:</p> <p>https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=166</p>		To note														
3.	Financial Position																
	<p>The Melksham LHFIG budget for 25/25 is £24,338.00. (£12,169.00 – integrated block, £12,169.00 – CIL)</p> <p>The current balance for 25/26 is £27,714.53 (See extract from financial update below)</p> <p>Melksham LHFIG EXPENDITURE 2025 / 26</p> <p>FINANCIAL SUMMARY (as of 28/10/25)</p> <table border="0"> <tr> <td>LHFIG Budget 25/26</td> <td>£24,338.00</td> </tr> <tr> <td>Carry F/wd from 24/25</td> <td>£59,460.04</td> </tr> <tr> <td></td> <td>£83,798.04 A</td> </tr> <tr> <td>Projected spend 25/26</td> <td>£74,978.24 B</td> </tr> <tr> <td>Balance</td> <td>£8,819.80 C (A-B)</td> </tr> <tr> <td>3rd Party Contributions (Details below)</td> <td>£18,894.73 D</td> </tr> <tr> <td>Current Balance 25/26</td> <td>£27,714.53 E (C+D)</td> </tr> </table>	LHFIG Budget 25/26	£24,338.00	Carry F/wd from 24/25	£59,460.04		£83,798.04 A	Projected spend 25/26	£74,978.24 B	Balance	£8,819.80 C (A-B)	3rd Party Contributions (Details below)	£18,894.73 D	Current Balance 25/26	£27,714.53 E (C+D)		To note
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Melksham Local Highways & Footway Improvement Group

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4.	Live Priority schemes			
a)	<p>Issue 9-22-17 – Melksham Without (various roads) Request for Parking Control Measures</p> <p>To also include Issues 9-23-3 Beanacre, 9-23-5 Bowerhill and 9-23-7 Melksham & Semington Canal Bridge</p>	<ul style="list-style-type: none"> • Semington Canal Bridge • Lancaster Road Bowerhill • Avro Way Bowerhill • Merlin Way Bowerhill • Mitchell Drive Bowerhill <p>15-08-24 -Traffic team have made amendments to the proposals following comments from town/ parish council. Formal advert likely early autumn 24. (end Sept / Early Oct)</p> <p>07/11/24 - Proposal currently with Regulatory Team for processing and formal advert. Delay due to high demand. Now expected late Nov/ Early Dec.</p> <p>06/02/25 Formal advert delayed. Now expected Feb 25 Note: Urgent site at Westinghouse Way have been added to existing review sites on Bowerhill.</p> <p>29/05/25 Legal Advert 16th May to 9th June 2025. Budget of £4,000 carried over into 25/26. Timeframe for delivery dependent on level of objections. Likely Autumn 25.</p> <p>14/08/25 Advertisement period complete. Points of both objection and support received. Cabinet member report issue finalised and will be published in due course. Implementation likely early autumn.</p>	<p>28/10/25</p> <p>Cabinet member report has been approved and will be published in due course. Implementation date to be agreed. May be delayed due to weather. Report back to next meeting</p>	MS

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
b)	Issue 9-23-3 – Beanacre Westlands Lane – request to prohibit parking at the access to the new water pumping station.	<p>07/11/24 Proposal currently with Regulatory Team for processing and formal advert. Delay due to high demand. No expected late Nov/ Early Dec.</p> <p>06/02/25 Formal advert delayed. Now expected Feb 25</p> <p>29/05/25 Refer to above notes for Issue 9-22-17</p> <p>14/08/25 - Advertisement period complete. Points of both objection and support received. Cabinet member report issued and will be published in due course. Implementation likely early autumn</p>	<p>28/10/25</p> <p>Cabinet member report has been approved and will be published in due course. Implementation date to be agreed. May be delayed due to weather. Note change to advertised proposal for Westlands Lane due to objection(s). Report back to next meeting</p>	MS
c)	Issue 9-23-5 – Bowerhill various sites – request for Parking Review	<p>15/08/24 – See comments for Issue 9-22-17 above. Formal Advert Autumn 24. (late Sept / Early Oct)</p> <p>07/11/24 - Proposal currently with Regulatory Team for processing and formal advert. Delay due to high demand. Now expected late Nov/ Early Dec.</p> <p>06/02/25 Formal advert delayed. Now expected Feb 25</p> <p>29/05/25 Refer to above notes for Issue 9-22-17</p> <p>14/08/25 - Advertisement period complete. Points of both objection and support received. Cabinet member report issued and will be published in due course. Implementation likely early autumn.</p>	<p>28/10/25</p> <p>Cabinet member report has been approved and will be published in due course. Implementation date to be agreed. May be delayed due to weather. Report back to next meeting</p>	MS

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
d)	Issue 9-23-7 – Melksham various roads – request for Parking Review	1. Union Street – could parking be permitted to create chicanes? 2. Cranesbill Road – issue at school times 3. Skylark – no details submitted. 07/11/24 - Proposal currently with Regulatory Team for processing and formal advert. Delay due to high demand. No expected late Nov/ Early Dec 06/02/25 Formal advert delayed. Now expected Feb 25 29/05/25 Refer to above notes for Issue 9-22-17 14/08/25 – Advertisement period complete. Points of both objection and support received. Cabinet member report issued and will be published in due course. Implementation likely early autumn	28/10/25 Cabinet member report has been approved will be published in due course. Implementation date to be agreed. May be delayed due to weather. Report back to next meeting	MS
e)	No issue number Ad-hoc Road markings Melksham community Area	29/05/25 - 2024/25 Work complete. Total Spend £1507.64. Remainder of budget (£1992.36) to be carried over into 25/26. Town / Parish councils to submit new sites to MJR for 25/26 14/08/25 Request for ad-hoc road marking sites for 25/26. Sites agreed to Date 1. 7 Epping Drive - H Bar (9-24-22) 2. Yellow Transverse bars to SLOW markings, Shaw and Whitley. 3. Market Place Melksham (check) 4. Gt Hinton – Additional 20 roundels 5. Junction markings at Ashton Common, steeple Ashton 6. 30 mph roundels Steeple Ashton	28/10/25 Awaiting implementation Current delays with road markings orders issued to M Group.	MJR

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
f)	<p>Issue 9-23-8 Melksham Bank Street – request for railings and / or other measures to improve safety</p>	<p>06/02/25 Response from Atkins on current status:</p> <p><i>"We are currently awaiting a final price from our contractor to enable us to confirm if this scheme could feasibly go ahead. This considers a design similar to that of the Melksham Town Bridge".</i></p> <p><i>"Should funds be available to complete this scheme we will then engage with the various stakeholders, including the affected businesses, to confirm the design arrangements and proposed product. If funds are not available, discussions may take place to consider what minimum solution could improve safety at this location"</i></p> <p>Group agreed to wait until outcome of Atkins work is known.</p> <p>29/05/25 Latest update from Atkins re. A3102 Safer Roads project.</p> <p><i>"We are now seeking to complete the remaining open sites along the A3102 before a final decision is taken on Bank Street. This allows us to review if any funds are available. The scheme is on pause until this has taken place".</i></p> <p>Cllr Hubbard requested that Atkins provide details of the design work undertaken to date, to establish if structural analysis of high pavement has taken place or a desktop study.</p> <p>14/08/25 - Request made to Atkins for preliminary drawings: Response as follows:</p> <p><i>"I'm afraid there are no available plans at this time for the Bank Streets proposal. A draft design was produced to indicatively inform pricing from our Contractor. Following this price, a decision was made to wait until all other Safer Roads Fund scheme have been delivered (including those Major sites) before progressing this site any further"</i></p>	<p>28/10/25</p> <p>Cllr Hubbard would like a definitive answer on what measures for the high pavement would or would not be accepted by the council's structures team to avoid duplicating previous ideas. Suggestions were also made re. corduroy paving to warn users of the edge of the path, alongside refreshing of the solid white line currently in place.</p>	MJR

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		<p>The current indication from the project manager Ben Leverett is that it's unlikely there will be sufficient funds remaining from the A3102 Safer Roads Fund to progress the scheme at Bank Street.</p> <p>Group members decided to defer any further discussion on Bank Street until the views of Cllr Hubbard are established.</p>		
g)	9-24-19 B3107 Melksham Road / Williams Mead	<p>https://www.google.co.uk/maps/</p> <p>06/02/25 Plan agreed in principle by parish council. Parish Council is seeking a contribution from Williams Mead residents to help with their own contribution (£300).</p> <p>Awaiting feedback from BGPC before proceeding to implementation. Group accepted that the clerk works less 10 hours per week and a formal response to the proposal may be delayed.</p> <p>29/05/25 Work pack issued to contractor. Awaiting programming. Note increase in cost from £1200 to £2038.00. Members agreed to fund the extra £838.00 with no further increase in 3rd party contribution from BGPC.</p> <p>14/08/25 Sign work completed. Accompanying 'SLOW' markings x 2 outstanding. Awaiting final account. Invoice to be issued to BGPC</p>	28/10/25 All works complete. BGPC to invoice for their contribution. Remove from next tracker.	
h)	9-24-17 St Georges Primary School, Semington	<p>https://www.google.co.uk/maps/</p> <p>07/11/24 -MJR to investigate options for low level solar powered bollards along path, and report back to group at next meeting.</p>	28/10/25 Issues relating to procurement of solar bollards & studs raised by M Group	MJR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>https://www.lumenalights.com/shop/product/pro-solar-guarda-vandal-resistant-solar-bollard-light/</p> <p>06/02/25 Proposed anti vandal solar bollards spaced at 5.0m intervals along path and located within verge Note verge is not adopted highway, but strategic land owned by WC. Grass areas maintained by WC Street scene. Permission would be required.</p> <p>Approx 8 bollards required. Bollards £384 each. Estimate cost of £300 per install Overall cost including installation approx. at £5,000. Not possible to install bollards on area of path alongside school boundary due to restricted width and lack of direct light. (approx. 11m length). Semington PC are content with the proposal and have contacted 48 Highfield Close, who are also happy. Agreed – Allocate £5,000 with a 25% contribution from Semington PC (£1250).</p> <p>29/05/25 Original bollards out of stock. MJR seeking alternative vandal proof solar bollard with a view to trialling prior to purchasing. Implementation estimated late summer / early autumn.</p> <p>14/08/25 Design work complete and approved by Semington PC for comments. Contractors pack to be issued. Est delivery Oct/ Nov</p>	<p>(6 weeks post raising work order) Wiltshire Council has now raised an order directly with suppliers and will expedite installation with contractor once received. MJR to update Cllr Griffin and parish council once implementation date is known.</p>	
i)	<p>9-24-27 A365 Bath Road Melksham (before Bowerhill lane junction)</p> <p><i>Residents have raised concerns, following an accident on 10 February 2025 (Woman with 'life-changing injuries' after Melksham crash - BBC News) that they are vulnerable to being rear-ended by other vehicles leaving Melksham, when waiting to turn right from the A365 into Bowerhill Lane. At present there is no indication on the A365 of the approaching turning into Bowerhill Lane.</i></p>	<p>28/10/25</p> <p>Sign works complete. 'SLOW' markings x 2 remain outstanding.</p>	MJR

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		<p>29/05/25 Agreed - Allocate £2000 for sign and road marking improvements on the A365 Bath Road on both approaches to Bowerhill lane junction. MWPC to contribute 25% of cost (TBC)</p> <p>14/08/25 - Design work complete, MWPC approval received. Order issued to contractor.</p>		
j)	9-24-24 Playing field, Shaw (aka Chicken Alley)	<p>Issue raised by Melksham without PC.</p> <p><i>“Request to install a new kissing gate in the north east corner of the playing field Improve the ‘Chicken Alley’ route between EverGreen (new public space) and rear of Shaw Playing Field – surface improvement and clearance of vegetation”.</i></p> <p>29/05/25 Agreed - Allocate £2500 for improvements at Shaw playing field including kissing gate, vegetation clearance and hardstanding. Agreement required with Alison Rasey Countryside access officer. MWPC to contribute 25% of cost (TBC).</p> <p>14/08/25 – MWPC clerk has spoken to CAO. who advised <i>“that kissing gates are not their preferred solution as they can be difficult to use from an accessibility perspective”</i>.</p> <p>The preference from the Countryside Access Officer is to leave the gap open (provided no livestock are present) or to install a self-closing gate. MWPC agreed, that as there are no livestock on the proposed route, they would prefer the gap is just left open (without a gate).</p>	28/10/25 Site visit and design work outstanding. Likely Nov / Dec 25	MJR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>MJR to visit site and prepare design for costing and MWPC approval. Design work to be undertaken.</p>		
k) 9-24-26 Lower Woodrow Road, Melksham	<p>Issue raised by Melksham Without PC.</p> <p><i>There has been an increase in amount and speed of traffic using this Forest Road/Woodrow, due to traffic from new housing developments using the route to travel north from the east side of Melksham. The speed limit (travelling into Melksham) changes directly from the National Speed Limit to 30mph just prior to 207 Woodrow Road. The road is a national cycleway 403 and has a number of equestrian sites.</i></p> <p><i>Assess the option for reducing the speed limit from the National Speed Limit to 40 mph (travelling into Melksham), with the transition point being between the entrance to Oakley Farm and the entrance to Queenfield Farm. This allows a reduction in traffic speed <u>before</u> reaching the 30mph limit. https://www.google.co.uk/maps/</i></p> <p>29/05/25 Speed limit assessment required. Atkins cost £3250.00 MJR to undertake initial look at site to check feasibility of 40mph limit. If yes, full assessment would be required.</p> <p>29/05/25 Site visit undertaken. DfT Circular 01/13 states the following for rural C class single carriageway roads important access and recreational function re. 40mph limits: <i>“a speed limit of 40mph may be considered for roads with a predominantly local, access or recreational function, for example, in national parks or areas of outstanding natural beauty (AONB), or across, or adjacent to, unenclosed common land – or if they form part of a recommended route for vulnerable</i></p>	<p>28/10/25</p> <p>Extents of assessment agreed with MWPC. Order issued to Atkins. Traffic survey requested. Assessment will take place once traffic survey has been received, most likely December 25.</p> <p>Scoping meeting with consultants undertaken.</p>	MJR

Melksham Local Highways & Footway Improvement Group

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	<p><i>road users. It may also be appropriate if there is a particular collision problem"</i></p> <p>Whilst there isn't a collision history along the section of Woodrow Road in question (zero recorded collisions in last 36 months), it does form an important route for equestrians and cyclists (NCR 403). The recommendation of any assessment with regards a 40mph limit is unclear.</p> <p>AGREED – Allocate £3250.00 with a contribution of £1083.33 (1/3) from Melksham without PC for speed limit assessment on Lower Woodrow Road.</p>		
I)	<p>9-24-14 Eastern Way, Melksham</p> <p>https://www.google.co.uk/maps/ https://www.google.co.uk/maps/</p> <p>Request as to whether the current refuges along the Eastern Way can be moved to create a safer path for cyclists, which also takes into consideration the volume of young cyclists that will be using it during the school runs (i.e. a wider refuge point to allow several to cross at once, traffic lights, or a zebra crossing).</p> <p>07/11/24 - Group members were of the opinion the option for a controlled crossing (Toucan, Parallel) at the point where RoW (Melk106) crosses Eastern Way would be better assessed once the new Hunters Wood SUP and the MERR was open to traffic, and traffic movements had settled. This would most likely take the form of a substantive bid next year 25/26 rather than 24/25.</p> <p>06/02/25. Issue currently on hold. Possible candidate for 25/26 substantive bid but requires up front feasibility work.</p>	<p>28/10/25</p> <p>Ped Survey took place on 17/09/25 (12 hours)</p> <p><u>Summary Info.</u></p> <p>Zone A West to East = 29 East to West = 35 Total = 64</p> <p>Zone B West to East = 135 East to West = 85 Total = 220</p> <p>Zone C (existing Refuge Island) West to East = 57 East to West = 59 Total = 116</p>	

Melksham Local Highways & Footway Improvement Group

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	<p>Further examination, including pedestrian data, to be examined once Hunters Wood shared use path is completed and clear pedestrian routes throughout the estate have been established.</p> <p>29/05/25. Issue currently on hold. Members to discuss potential substantive bid for 25/26.</p> <p>Group members agreed to look at this issue once the new shared use path at Hunters Wood is complete and crossing patterns are firmly established.</p> <p>14/08/25 – Pedestrian survey required to establish numbers required now work at Hunters Wood is complete. Survey must take place during school term time.</p> <p>AGREED – Allocate £1500 for a pedestrian survey on Eastern way. No third-party contribution required</p>	<p>Breakdown for Zone B by age</p> <p>Under 11 = 2</p> <p>11-17 = 163</p> <p>18-65 = 55</p> <p>Over 65 = 0</p> <p>Group discussed options including the provision of a signalised crossing i.e a Puffin or Toucan crossing at Zone B (adj to RoW Melk106). Members agreed a pedestrian refuge will help serve the needs of pedestrians and cyclists.</p> <p>Agreed – Allocate £20,000 from the 25/26 LHFIG budget for the provision of a pedestrian refuge island and footway links either side on Eastern way. NOTE: 33% contribution (£6,600) from Melksham Town Council is to be confirmed.</p>	
m)	<p>9-23-13 Sandpits Lane, Steeple Ashton</p> <p>06/02/25 Site visit undertaken 27/01/25. New access feasible but will require steps / ramp due to level difference of approx. 700mm between footway and recreation ground. Topo survey required if scheme is to progress to detailed design stage. Cost estimated at £6,000+</p> <p>Agreed - allocate £1800 for a topo survey to enable detailed</p>	<p>28/10/25</p> <p>Design options for the access ramp to be presented to SAPC in due course for further discussion.</p>	

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		<p>design work to take place. SAPC contribution of 25% (£450)</p> <p>29/05/25 Topo now complete. (cost £1600) SAPC invoiced for contribution. Awaiting staff time for design work, likely summer 25. Report back to next meeting with outline design and cost estimate. No commitment on scheme funding at this stage.</p> <p>14/08/25 - Outline design prepared. Cost estimate to be prepared. Design to be submitted to SAPC for comments in due course. Report back to next meeting.</p>		
5.	Non LHFIG Funded Schemes (Section 106, Active Travel etc)			
p)	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). Section 106 monies Expires 1/11/2026</p> <p>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>07/05/24 - Further discussion to be held with town council re. options and local consultation once resource permits</p> <p>15/08/24 – No further progress or discussion with MTC at this stage. Metro-count for Dunch Lane (east) to take place in September. Results to be discussed with MTC and LHFIG</p>	<p>28/10/25</p> <p>Approx. £35,000 remains as a highway's contribution for Dunch Lane (Approx £10k used for Roundpond 20mph limit). How the monies can be spent on Dunch Lane is prescriptive (see below). No current agreement on how these monies should be spent.</p> <p>Cllr Hubbard suggested a meeting be set up between WC and MTC, local members to discuss options and way forward for this issue.</p>	MJR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>07/11/22 - Cllr Alford has undertaken initial consultation with a limited number of residents, but no strong consensus on a particular option at this stage. Cllr Alford to undertake further work and report back to future meeting before agreeing a way forward. Wider referendum on options likely.</p> <p>06/02/25 - Issue on hold pending further local feedback from Cllr Alford. Group agreed to wait until proposed 20mph limit is installed before agreeing further changes to Dunch Lane.</p> <p>Part of S106 monies to be used for Roundponds 20mph speed limit. MJR to arrange traffic survey.</p> <p>AGR3639 Shurnhold, Melksham is made up of three separate contributions.</p> <ul style="list-style-type: none"> - Footway Contribution = £24,591.84 - Highways Contribution = £44,265.31 - Pedestrian/ Cycle Signage Contribution = £14,755.10 <p>Please note the Footway contribution has been fully expended on the Shaw footway improvements in 23/24.</p> <p>29/05/25 Cllr Alford to undertake further discussion with local community re. Dunch Lane and feedback to group to agree a way forward.</p>	<p>(vii) a financial contribution of £45,000 towards implementing the following necessary traffic management measures by the Highway Authority:</p> <ul style="list-style-type: none"> (a) a traffic regulation order to restrict or limit on-street parking on Dunch Lane (b) design and implementation of traffic management measures relating to the access from Dunch Lane to the A350 (c) a traffic regulation order for modification of the speed limit on the A365 to 40 mph past the site and moving the existing gateways 	
q)	Active Travel Scheme - Signing to promote use of shared use cycle routes in town	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. Town Council to submit a list of locations for signing improvements. MJR to work with Melksham TC to look at sites within the town for cycle signing improvements.	<p>28/10/25</p> <p>Discussions have taken place with Melksham town council on how to best utilise the S106 monies.</p> <p>MJR</p>

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>07/05/24 meeting - 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>15/08/24 – Signing work to be undertaken and discussed with Melksham TC.</p> <p>07/11/24 - Design work has commenced but not complete. Aim to provide outline design/ locations to Melksham TC by mid Jan 25.</p> <p>06/02/24 Completion of design work pushed back to Spring 2025 due to other commitments. Update at next meeting. MJR to contact Graham Ellis from Melksham TC for assistance.</p> <p>29/05/25 Design work pushed back to summer 25 due to other commitments. MJR to contact Melksham Town council to agree a way forward.</p> <p>14/08/25 – Discussion ongoing with MTC as to how best to allocate the £15k funding for cycle/ pedestrian signs. Possible to allocate to wayfinding / finger post improvements in the town centre area. MTC to report back after town council meeting.</p>	<p>MTC have indicated their preference to establish a signed walking route from the town centre out towards East Melksham. <i>The proposed route being Market Place-Campus- Cemetery- Conigre Mead Nature Reserve-Town Bridge- KGV-Lowbourne- Primrose-on to Melksham East.</i></p> <p>Melksham without PC have indicated support for this request. No cost for the LHFIG. Update at next meeting.</p>	
6.	<p>Ongoing Issues (with no current funding commitment)</p>		
r)	<p>09-24-11 Semington Road (Melksham Without) by mobile home park.</p>	<p>https://www.google.com/maps/</p> <p>07/11/24 The developer of the Townsend Farm site is legally obliged to provide an improvement to the existing bus stop to the south of the proposed site entrance, including raised kerbs and bus stop flag.</p>	<p>28/10/25 Plan issued to MWPC for discussion. Ongoing discussion with DC regarding changes to S106 funding. Alan Baines has indicated the PC are happy with the proposal. Awaiting the go ahead from Ian Fry (DC) to enable a change condition 14 of the</p>

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>MWPC have contacted Julie Cleave (Dev Control) to request a change to the conditions of the S106 agreement to help fund bus stop improvement on the opposite side. It's not clear if this will be possible. To further explore possible options for bus stop improvements on the east side (Mobile Home Park) a topo survey will be necessary.</p> <p>MJR to speak to Julie Cleave again on the issue of S106 monies and check if Topo will be undertaken at the Semington Road junction which could be extended to cover the eastern side.</p> <p>06/02/25 Topo survey provided by developer, although some inaccuracy evident.</p> <p>Design investigation required to look at feasibility of improved bus stop provision on east side (mobile home side).</p> <p>MJR to arrange for site meeting with MWPC and Dean Baker to look at and agree options for improvement. Report back to next meeting.</p> <p>29/05/25 Site meeting took place 28/03/25 to look at options for bus stop provision on east side of Semington Road close to mobile home park. Carriageway width an issue south of access to Townsend Farm.</p> <p>Possible option to consider modular raised platform style stop close to traffic calming island adjacent to #111. Further investigation required. BusPad</p> <p>Email from MWPC PC 09/05/25</p>	<p>S106 agreement.</p>	

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p><i>“Further to the site visit on 28th March 2025, re Issue 09-24-11 Bus Stop Semington Road, near Townsend Farm, the parish council confirm they approve the recommendation from the Wiltshire Council Highways engineer to install a bolt down style bus stop between the Semington Road roundabout and first traffic calming”</i></p> <p>14/08/25 - Outline plan prepared for bus pad and pole but requires further discussion with MWPC and affected resident at 111 Semington Road before progressing further. Cost estimate is £2000.</p>		
s)	<p>09-24-12 A365 Devizes Road / Hornchurch Road</p> <p>07/11/24 Outline design prepared for 2no. traffic islands. Estimated Cost £15k +. Outline design was presented to group. Alan Baines confirmed that there have been no recent reports of incidents re. overtaking vehicles and MWPC are happy to hold off until plans for development site are known.</p> <p>06/02/25 - No further action at present time. Group agreed to hold off undertaking any further work this issue until there is clarity re. future planning application(s) and the associated access arrangements. No further action currently.</p> <p>29/05/25 CCTV survey undertaken 7th to 13th March to capture incidents of overtaking following request from Cllr Holder. All the recorded incursions into right turn lane require inspection of individual images. Figures to be reported to parish council and Cllr Holder in due course.</p>	<p>28/10/25</p> <p>Planning application next to the school has now become a live application for 205 dwellings. PL/2025/06749</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application</p> <p>The group acknowledge the concerns raised by Cllr Holder re. the ghost island area adjacent to Melksham oaks school and Hornchurch Road. There was general agreement by members that it would be useful to know the outcome of the planning application and its likely impact re. the issues raised. It was acknowledged the planning application is likely to take some time before work on the ground start. Options to be considered include the provision of 2no. traffic islands and bolt down (Rediweld) options could be considered. MJR to discuss with</p>	MJR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>14/08/25 – Amended Report for overtaking survey issued to Cllr Holder and MWPC on 11/06/25. Copy available upon request. In total during the week 7th to the 13th of March a total of '79' overtaking manoeuvres were recorded through the ghost islands on the A365. Times varied throughout the day and night.</p> <p>Group members broadly support the idea of installing traffic islands (x2) to reduce the number of overtaking manoeuvres but accepted it would not stop all incidences from taking place. However, it was felt that any work on Bath Road could provide abortive given the likely S278 changes to the road following future development of the site to the east of the school. MJR to check latest status with planning and report back to the group.</p>	Cllr Holder. No financial allocation at this stage.	
t)	<p>9-24-15 2a Barnwell Road Melksham</p> <p>Difficulties accessing driveway due to parked vehicles on opposite side. Resident is registered disabled with young child. https://www.google.co.uk/maps/</p> <p>07/11/24 - Group felt this was local issue that was best solved by the community rather than implement formal parking controls opposite #2a Barnwell Road .</p> <p>It was felt this would set a precedence for other residents on the street to make similar requests, which could lead to wider parking problems. MJR to speak to owner to fully assess issue and ascertain if other options are possible.</p> <p>06/02/25.MJR visited property during Dec 24, but no answer. Another attempt to contact owner to be made.</p> <p>29/05/25. Contact made with owner and issue/ options</p>	<p>28/10/25</p> <p>Issue remains in hold. See notes for 14/08/25</p>	MJR

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		<p>discussed. Owner explained they are seeking to widen existing access, and it was agreed to look at the issue again once the work was complete. Pat Aves happy with this approach.</p> <p>14/08/25 - Issue currently on hold pending widening of access by resident.</p>		
u)	<p>9-24-21 High Street, Steeple Ashton</p>	<p><i>"The Parish Council has been contacted by a resident regarding a false camber which has been created by poor road surfacing outside of the Rose and Crown Cottage and number 11 High Street Steeple Ashton. There is a water build up in the High Street at its junction with Church Street at the war memorial end. The road dips back towards the house allowing water to pool and build up"</i></p> <p>https://www.google.co.uk/maps/</p> <p>06/02/25. Site visit undertaken 27/01/25 after period of heavy rainfall. Some areas of standing water evident due to verge over run. Road gullies (x 2) free running.</p> <p>Site meeting to be arranged between respective parties. MJR to speak to Cllr Nic Puntis as discussions have already taken place re. this site at the Operational Flood Working Group (OFWG)</p> <p>29/05/25. MJR to arrange site meeting with SAPC and local residents.</p> <p>14/08/25 Meeting took place with SAPC and local resident to discuss on the 18/06/25. Awaiting response from WC drainage team re. highway drainage plans and known drainage issues.</p>	<p>28/10/25</p> <p>Drainage team aware of standing water issues during high intensity rainfall but indicate it is an old system with capacity issues leading to blockages at the outfall, this is difficult to resolve without costly drainage work in the village. SAPC acknowledged the issued but felt they were better at managing them with the help of the discretionary gully service.</p> <p>Design options to be looked for area adjacent to properties, however a topographical survey would be required. Estimated cost £2000. SAPC to discuss and report back to next meeting.</p>	MJR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	MJR to look at outline design options in advance of next meeting.		
v) 9-24-23 14 Fullers Close, Melksham	<p>Issue raised by Melksham town council.</p> <p><i>Numerous cars park in the turning point and along Fullers close on multiple occasions making it impossible for residents further past the turning point to get their vehicles out. It has also caused blockages for delivery vehicles and emergency services – mainly ambulances on multiple occasions.</i></p> <p><i>Due to some households gaining new drivers and vehicles, this issue is getting worse. It is even leading to threatening and antisocial behaviour over parking disagreements</i></p> <p>https://www.google.co.uk/maps/</p> <p>29/05/25 No waiting at any time possible but could lead to potential parking problems nearby. Single sites applications are expensive due to legal costs. Further investigation required. Adjacent land under the ownership of Selwood.</p> <p>14/08/25 - Cllr Andrew Griffin has visited site visit to look at issue. To be discussed by group. Suggestion made re. the provision of additional parking provision on verge areas however these are not maintainable highway and would require agreement and possible free dedication by Selwood. MJR to examine further and report back to group.</p>	<p>Further investigation has highlighted that the creation of off- street parking areas is <u>not</u> permitted under the council's LTP funding, which is the premise for the integrated block, which in turn allocates funding for the LHFIG.</p> <p>Additional parking areas could be funded by 3rd parties i.e. the town council, but the costs are likely to be prohibitive.</p> <p>MJR to make a tentative approach to Selwood to see if they would be willing to fund the provision of increased of street parking in the area by utilising some of the green space currently under their ownership.</p>	

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
w)	<p>9-24-25 Semington Road, Melksham (Outside New In PH)</p>	<p>Request raised by Melksham without PC. <i>“Bus accessibility issue as the raised kerb stones at the bus stop are right next to the bus shelter which means that there is insufficient space for passengers to disembark safely. Instead, the bus pulls further forward, and passengers disembark onto a normal height pavement” Request for Re-alignment of the kerb stones to allow passengers to safely disembark.</i></p> <p>https://www.google.co.uk/maps/</p> <p>29/05/25 MJR to look at feasibility and cost and report back to future meeting. 14/08/25</p> <p>Site inspected. It would not be possible to reuse the existing Kassel kerbs. New Kassel kerbs and footway work would be required at exit taper of bus layby. Cost estimate £5,000+ The option of a bus boarder platform was discussed. Further discussion required with MWPC.</p>	<p>28/10/25 MWPC have agreed in principle to the bus border kerbing work, but wishes to see detailed design and cost estimate before progressing further.</p> <p>Design work and cost estimate to be progressed when staff time permits.</p>	
x)	<p>9-24-28 Brabazon Way, Bowerhill, Melksham (1st Request)</p>	<p>Issue raised by Melksham Without PC.</p> <p><i>“Request for Double yellow lines to be added to both sides of Brabazon Way from the junction with Locking Close, past the junction to St Athan Close, and around the bend in Brabazon Way”</i></p> <p>https://www.google.co.uk/maps/</p> <p>14/08/25 .Possible candidate for future Area wide parking review in Melksham, <u>however</u> such reviews are staff resource intensive and can take up to 2 years+ between investigation and on the ground delivery.</p>	<p>28/10/25 Site added to future Melksham Parking review. Date TBC. Note parking reviews take up significant staff resource and is unlikely to commence until 26/27.</p>	

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
		AGREED – Members agreed that Brabazon Way can be added to Melksham parking review Phase 2 once enough sites are identified .		
y)	9-24-35 (See 9-24-28) Brabazon Way Melksham (2 nd Request)	<p>Issue submitted by MWPC https://www.google.com/maps/</p> <p>Request for further waiting restrictions in addition to issue 9-24-28 (see above) Double yellow lines to be added to Brabazon Way past the junction with Locking Close. Double yellow lines to be added to Brabazon Way around the bend into Bader Park</p> <p>29/05/25 Possible candidate for future area wide parking review in Melksham, <u>however</u> such reviews are staff resource intensive and can take up to 2 years+ between investigation and on the ground delivery.</p> <p>AGREED – Members agreed that Brabazon way can be added to Melksham parking review Phase 2 once enough sites are identified .</p>	<p>28/10/25</p> <p>Site added to future Melksham Parking review. Date TBC. Note parking reviews take up significant staff resource and next review is unlikely to commence until Spring 26.</p>	

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	 <p>Yellow lines indicate current request. Blue line shows previous request 9-24-28.</p>		
z)	<p>9-24-29 Lysander Road, Bowerhill (1st request)</p> <p>Issue raised by Melksham Without PC.</p> <p><i>“Request for Double yellow lines to be added to both sides of the road outside Impact Handling on Lysander Road”</i></p> <p>https://www.google.co.uk/maps/</p> <p>29/05/25 - MJR to look at site. Possible candidate for future area wide parking control review.</p> <p>29/05/25 - Possible candidate for future area wide parking review in Melksham, <u>however</u> such reviews are staff resource</p>	<p>28/10/25</p> <p>Site added to future Melksham Parking review. Date TBC. Note parking reviews take up significant staff resource and is unlikely to commence until Spring 26.</p>	

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>intensive and can take up to 2 years+ between investigation and on the ground delivery.</p> <p>AGREED – Members agreed that Lysander Road can be added to Melksham parking review Phase 2 once enough sites are identified.</p>		
aa) 9-24-39 Lysander Road, Bowerhill, Melksham (2 nd request)	<p>Issue submitted by MWPC. https://www.google.com/</p> <p>Request for Double yellow lines to be added to either side of the entrance to DA Archive Solutions on Lysander Road.</p> <p>29/05/25 - Possible candidate for future area wide parking review in Melksham, <u>however</u> such reviews are staff resource intensive and can take up to 2 years+ between investigation and on the ground delivery.</p> <p>AGREED – Members agreed that Brabazon way can be added to Melksham parking review Phase 2 once enough sites are identified.</p>	<p>28/10/25</p> <p>Site added to future Melksham Parking review. Date TBC. Note parking reviews take up significant staff resource and is unlikely to commence until Spring 26</p>	
bb) 9-24-30 Halifax Road, Bowerhill	<p>Issue raised by Melksham Without PC <i>“Request for bollards to be installed on the edge of the verge on Halifax Road opposite the entrance to Bowerhill Primary School and Hurricane Road flats to prevent parking on the grass!</i> https://www.google.co.uk/maps/</p> <p>29/05/25 MJR to look at site and report back to future meeting with estimated costings.</p> <p>29/05/25 Area unsuitable for introduction of bollards to prevent verge parking. Verge protection <u>edge liner</u> markers may be possible but unlikely to prevent a determined driver. Birdsmouth</p>	<p>28/10/25</p> <p>Comment from MWPC - <i>Councillor Harris shared that three white edge-markers had been installed outside the school and seemed to have stopped lorries parking on the verge. He suggested that more were needed further along the road (opposite the village hall) to prevent a pick-up truck and trailer parking on the grass verge.</i></p> <p>It appears that vehicles parking close to the school entrance is forcing larger vehicles exiting the school</p>	

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>fencing better option but likely to be expensive. £3,000+. Length required 28-30m.</p> <p>Members expressed concern re. the cost of providing birds mouth fencing along the verge in question. MJR to look at site during end of school to look at parking issues and discuss with MWPC.</p>	<p>to mount the verge. Parking issues at the end of the school day need to be investigated further. School Keep Clear markings (min length 25.5m)with further edge markers may be an option.</p>  	
cc)	<p>9-24-33</p> <p>Various locations B3353 Whitley and Shaw</p>	<p>Issue raised by Melksham Without PC</p> <p><i>Request for Village gates & roundels to be added at the three locations (and roundels where not already present) to provide an additional visual cue that traffic is entering a village and should slow</i></p>	<p>28/10/25</p> <p>Awaiting technician time for design work. Due early Dec 25</p>

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	<p>down - Start of Whitley and Shaw villages on Corsham Road (B3353), Bath Road (A365) and Shaw Hill (A365)</p> <p>https://www.google.co.uk/maps/BathRD https://www.google.co.uk/maps/FollyLane https://www.google.co.uk/maps/CorshaMJD</p> <p>29/05/25 Cost varies depending on size / of gate, signing / road marking changes etc. Not all sites will be suitable due to restricted verge width.</p> <p>MJR to look at feasibility and report back to future meeting.</p> <p>29/05/25</p> <ol style="list-style-type: none"> 1. Corsham Road - Both sides ok for 1.0m wide gate /signs. Cost Est £3.5 - £4k 2. Folly Lane- Insufficient width available both sides 3. Bath Road - West side ok for 1.0m wide gate. East side possible but restricted width and likely to be quickly overgrown. <p>MJR to prepare outline designs with costs for next meeting</p>		
dd)	<p>09 24-34 (previously 09-24-13)</p> <p>Kennet and Avon Canal (bridleway SEEN13)</p>	<p>Issued submitted by MWPC https://www.google.com/maps</p> <p>Start of bridleway to BRAG picnic area, adjacent to Bowerhill Allotments. Missing hardwood finger post</p> <p>29/05/25. Previous confusion re. parish boundary.</p> <p>Cost Est approx. £1800.00. Installation £400+</p> <p>MJR to speak to Melksham men's shed re. manufacture</p>	<p>MJR comment</p> <p>Contact made with Melksham Men's Shed. Hardwood fingerpost could be made but they are unable to undertake the necessary engraving work. MJR has obtained quotes from commercial suppliers. See below.</p> <p>The Sign Maker = £1000.00 Iroko , £1,200 Oak Fitzpatrick Wollmer = £1,672.80 (Green Oak)</p>

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates		Actions and recommendations	Who
			<p>Heritage Street Furniture = £1,290.00 (Oak)</p> <p>Allow £400 for installation M Group.</p> <p>Cllr Hubbard felt the cost was excessive and given current funding issues 'a gold plated' solution was difficult to justify. Other options could include a standard sign arrangement or a plastic/ composite finger post. MJR to discuss costs with MWPC, agree a way forward and report back to group.</p>	
ee)	<p>9-24-37</p> <p>Bowerhill Estate Melksham</p>	<p>Issue submitted by MWPC.</p> <p>Request for a holistic review of dropped kerb provision across Bowerhill Estate.</p> <p>29/05/25 - MJR to discuss with MWPC. Longer term objective</p>	<p>28/10/25</p> <p>MJR to organise walk through with representative from MWPC to agree dropped kerb sites.</p>	MR
ff)	<p>9-24-38</p> <p>Tangmere Close to Beaufort Close</p>	<p>Issue submitted by MWPC. https://www.google.com/maps/</p> <p>Dropped kerb(s) request.</p> <p><i>'A resident in Tangmere Close has started using a mobility scooter (in the last 12 months). She reports that she has no safe route to the bus stop at Beaufort Close due to the lack and inconsistency of dropped kerbs. She resorts to using the roadway, which she notes is illegal, as well as being very unsafe'.</i></p> <p>29/05/25 - It was agreed that a single pair of dropped kerbs across the bell mouth of Bader Park (odd numbers) would suffice between Tangmere Close and bus stop on Halifax Road due to availability of dropped kerb access by #1 & 2 Bader Park.</p>	<p>28/10/25</p> <p>Issue with low services in area of proposed dropped kerb. Alternate design to avoid utility service accepted by group. Estimated cost £2800</p> <p>Agreed – Allocate £2800.00 for dropped kerb crossing.</p> <p>NOTE: Contribution from MWPC £924.00 (33%) is to be confirmed.</p>	MR

Melksham Local Highways & Footway Improvement Group

Item	Detail & Updates	Actions and recommendations	Who
	MJR to prepare design and costing.		
7.	New Requests received since last meeting		
gg)	9/24/40 (duplicate 9/24/42) Kittyhawk Close Melksham	https://www.google.com/maps/place/Kittyhawk <i>Kittyhawk Close for houses 9- 5 was designed initially as a no-through-road, intended for use by those dwellings directly accessed off the shared use paved road. There is no forward visibility at the corner of number 9. The road is used by children walking to the local school, by dog walkers and also for children to play out in.</i> <i>However, at some point towards adoption the Council decided to change the design to allow a through movement of vehicles - this has resulted in a significant number of vehicles using this route, some are residents who cannot be bothered to turn within the dedicated turning head, others are delivery vans and visitors.</i> <i>Residents are very concerned that the combination of traffic, poor visibility and use by pedestrians is a safety risk.</i> Request for Installation of droppable/removable bollards (for emergency access only) to the rear/side of number 8 and number 9. This will restrict vehicles using the close as a through road while residents will still be able to access their parking areas from the closed off part of the road.	28/10/25 A traffic regulation order would be required to legally restrict access i.e. prohibition of motor vehicles . Lockable or removable bollards can be problematic. Full local consultation would also be important before agreeing a way forward. Further investigation required.

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
hh)	9/24/41 Herons Court, Bowerhill estate.	<p>https://www.google.com/maps/place/2+Herons+Ct,</p> <p><i>“Residents have reported issues leaving their driveway on Herons Court due to vehicles parking opposite their driveway at drop-off and pick-up times for the school. The lack of access from the driveway is impacting their life as they have to schedule appointments and plan activities around times, they know they can leave or have to plan ahead and park elsewhere”.</i></p> <p>Request for access markings (H bars) across the existing dropped kerb accesses as a visual reminder parking over a dropped kerb is not permitted.</p>	28/10/25 <p>To be considered as a part of future Melksham LHFIG AD-Hoc Lining work. It was noted that H bars are advisory and may not have the desired effect. Monitoring is required post implementation</p>	
ii)	9/24/43 Hampton Park West (SN12 6QQ) from the roundabout with Semington Road to the A350 roundabout	<p>https://www.google.com/maps/place/Hampton+Park+W</p> <p>It has been reported that lorries and lorry trailers are regularly parked on the road and onto the roundabout with Semington Road. This narrows the road and makes navigation difficult. Parking on the roundabout causes a safety issue.</p> <p>Request for Double yellow lines to be added to either side Hampton Park West (SN12 6QQ) from the roundabout with Semington Road to the A350 roundabout to fill gaps where no lines are currently present.</p>	28/10/25 <p>Concern was raised by Cllr Hubbard that restricting HGV parking along this section would simply impact other areas of the Bowerhill estate or nearby residential areas. A lorry park for the Melksham area was suggested but members accepted this was outside the realistic scope of the group. No action at this time.</p>	
Other Items				
a)	Pavement and Footway Improvement Schemes (Local Highways)	Update on current footway schemes / maintenance provided by Dean Baker. Schemes include completed works at Whitley and future works on Tower Road estate. Options for dealing with increase in footway cracking following hot summer are big investigated.		

Melksham Local Highways & Footway Improvement Group

	Item	Detail & Updates	Actions and recommendations	Who
b)	Deadline for submitting LHFIG Requests	<p>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.</p> <p>The deadline for requests in advance of next meeting is 22nd January 2026</p>		To note
c)	For information Email address to submit requests to the LHFIG.	<p>Wiltshire Council has a specific email address for submitting requests. Effective immediately, please submit requests to LHFIGrequests@wiltshire.gov.uk.</p> <p>Requests for Traffic Surveys should continue to be sent to trafficsurveys@wiltshire.gov.uk</p>		To note
7.	Any other business			
	<ul style="list-style-type: none"> - Mary Winterburn discussed the issue of 3rd Party contributions. To be discussed again at Area board. - Pat Tucker discussed an issue relating to 74 Main Road Keevil, where a local resident wishes to carry out kerbing work on the verge adjacent to his property. Dean Baker to liaise. - Cllr Griffin expressed concern over the performance of M Group in particular Semington Solar Bollards and road markings. He will make the cabinet member for Highways and Transport aware. 			
8.	<p><u>Next meeting date:</u></p> <p>Thursday 5th Feb 2026 – 2pm via teams</p> <p>Meetings to commence at 1400 hrs and will be held on-line via Microsoft Teams until further notice.</p>			

Melksham Local Highways & Footway Improvement Group

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.
2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Melksham Area Board will have a remaining Highways funding balance of **£12,588.53**

Refer to APPENDIX 1 UPDATE

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.

Melksham Local Highways & Footway Improvement Group

7. Recommendations to Melksham Area Board

7.1 To add the following Issues to the Priority Schemes List with funding (where indicated)

- **Eastern Way, Melksham** - Allocate **£20,000.00** for the installation of a Pedestrian Refuge Island and associated footway work. 33% Contribution from Melksham Town Council (£6,600) to be confirmed.
-
- **Bader Park, Bowerhill, Melksham**. – Allocate **£2,800.00** for the installation of a dropped kerb crossing. 33% contribution from Melksham Without Parish Council (£924.00) to be confirmed.

FINANCIAL SUMMARY (as of 28/10/25)

LHFIG Budget 25/26	£24,338.00
Carry F/wd from 24/25	£59,460.04
	£83,798.04 A
Projected spend 25/26	£97,628.24 B
Balance	-£13,830.20 C (A-B)
3rd Party Contributions (Details below)	£26,418.73 D
Current Balance 25/26	£12,588.53 E (C+D)

2025/26 SCHEMES (Carry over schemes from 24/25 shown in RED	ORIGINAL COST ESTIMATE	AGREED LHFIG COMMITMENT	EXPENDITURE TO DATE 25/26	PROJECTED SPEND 25/26 (Final Settlement figures in RED)	3rd PARTY CONTRIBUTIONS	Town / Parish Council	Comments
Melksham Sandridge Rd / Maple Cl Footway (works)	£20,000.00	£37,000.00	£25,155.70	£35,979.11	£10,000.00	Melksham Town Council	Works costs estimate £37,000. Invoice issued to MTC
Melksham LHFIG Adhoc road markings 2024-25	£3,500.00	£3,500.00	£0.00	£1,672.33	£0.00	N/A	Remainder of 24/25 budget (£1992.36) to be carried over into 25/26
Waiting restrictions Melksham Town, Melksham without & Semington - Legal + Implementation costs	£4,000.00	£4,000.00	£0.00	£4,000.00	£1,000.00	Melksham Without PC / Melksham TC / Semington PC	Advert 16th May to 9th June
High Street Keevil Kerbing works	£10,010.00	£10,010.00	£9,856.32	£9,856.32	£2,464.08	Keevil PC	PC invoiced for contribution
Great Hinton 20mph speed limit implementation	£3,500.00	£3,500.00	£4,090.30	£4,090.30	£1,022.58	Gt Hinton PC	
Roundponds 20mph speed limit implementation	£5,000.00	£0.00	£0.00	£0.00	£0.00	N/A	Advert 14th March to 7th April. Funded via S106
B3107 Melksham Rd / Williams Mead - Signs / Road markings	£1,200.00	£1,200.00	£2,038.53	£2,038.53	£300.00	Broughton Gifford PC	Increase from £1200
Highfield Road to Pound Lane Semington - Solar bollards	£5,000.00	£5,000.00	£0.00	£5,000.00	£1,250.00	Semington PC	
Local signing for Giffords Surgery Melksham	£600.00	£600.00	£570.62	£579.49	£289.75	Giffords Surgery	Invoice issued
Sandpits Lane Steeple Ashton - Alternate access to recreation field - Topo Survey - Additional cross sections	£450.00	£450.00		£450.00	£0.00		
A365 Bath Road / Bowerhill Lane - Signs / Lines	£2,000.00	£2,000.00	£1,720.35	£2,000.00	£660.00	Melksham Without PC	
Playing field, Shaw (aka Chicken Alley) Kissing gate/ footway/vegetation clearance.	£2,500.00	£2,500.00	£0.00	£2,500.00	£825.00	Melksham without PC	
Eastern Way Melksham - Pedestrian Survey (in the vicinity of MELK106)	£1,500.00	£1,500.00	£1,350.00	£1,350.00	£0.00	N/A	
Lower Woodrow Road, Melksham - Speed Limit Assessment	£3,250.00	£3,250.00	£0.00	£3,250.00	£1,083.33	Melksham without PC	
Melksham LHFIG Adhoc road markings 2025-26	£1,827.67	£1,827.67	£0.00	£2,062.16	£0.00		
Eastern Way Melksham - Pedestrian refuge	£20,000.00	£20,000.00	£0.00	£20,000.00	£6,600.00	Melksham Town Council*	
Bader Park Melksham - Dropped Kerb crossing	£2,800.00	£2,800.00	£0.00	£2,800.00	£924.00	Melksham without PC*	

£87,137.67 £99,137.67 £44,781.82 B £97,628.24 D £26,418.73 *Contribution to be confirmed

Teresa Strange

From: Teresa Strange
Sent: 14 January 2026 14:39
To: 'Rose, Martin'
Cc: Fiona Dey
Subject: MWPC and LHFIG

Hi Martin

We having been wondering if its worth us having a highways meeting on Monday night, as low on agenda items (so good for you to know that not lots coming your way from us for the next LHFIG ☺) but we are going to have the estimate and queries on the Semington Road holistic review from Sustrans, so we are going to go ahead.

There are a couple of new resident requests, one to do with Bowerhill school parking, and a dropped kerb request for Bowerhill – so I will suggest that we incorporate in our planned site visit, and as there was another request re Bowerhill school parking and that you were going to have a look at the end of the school day anyway, that we time our site visit to end at school picking up time. Do you want to suggest some dates for us? Weds and Thurs work best for us, could do Tuesdays too. We can't do w/c 20th Jan or w/c 3rd Feb due to appeal hearings we are attending.

We have some maps coming from a Bowerhill lady with a mobility scooter who has made some dropped kerb requests.

In terms of other LHFIG things in the notes, there were a few things that were going to be designed or priced up in November/December – so I am only chasing as the meeting we have is on Monday evening so if you do have anything you want us to look at then could you let us know please, and we can put on the agenda for Monday evening.

Thanks!

Teresa

From: Rose, Martin <martin.rose@wiltshire.gov.uk>
Sent: 08 January 2026 11:47
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: RE: 09 24-34 Kennet and Avon Canal (bridleway SEEN13)

Hi Teresa,

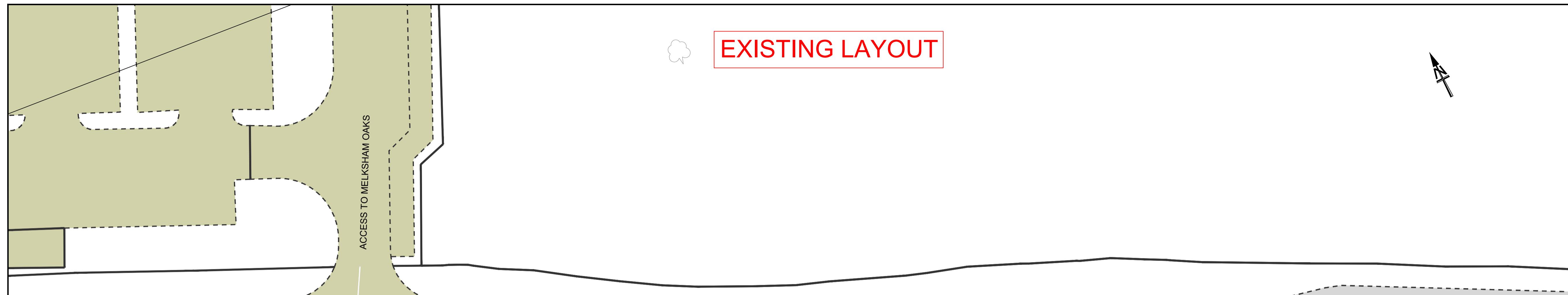
A happy new year to you.

Thanks for copying me in. All good and sensible points made.

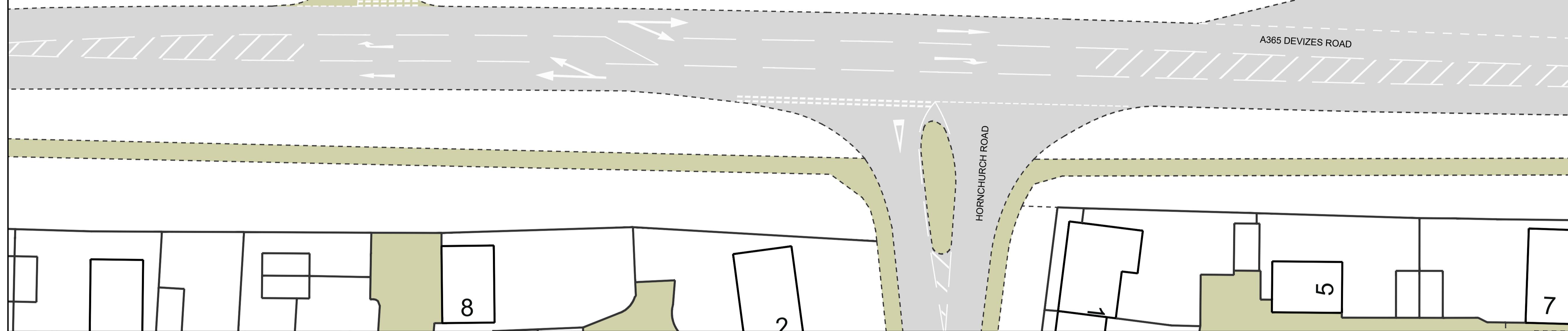
I agree we need to find a way of streamlining smaller schemes and give autonomy for group chairs to approve spending on smaller schemes between scheduled meetings. Waiting for over 3 months just to get approval for spending for very minor improvements is frustrating.

I also agree there needs to be much a greater connection to other source of funding such a S106 monies. Semington Road bus stop is a point in case, whereby I'm currently waiting for Ian Fry (development control) to give me the go ahead to spend the S106 monies for Townsend Farm site. It's been months and I've heard nothing.

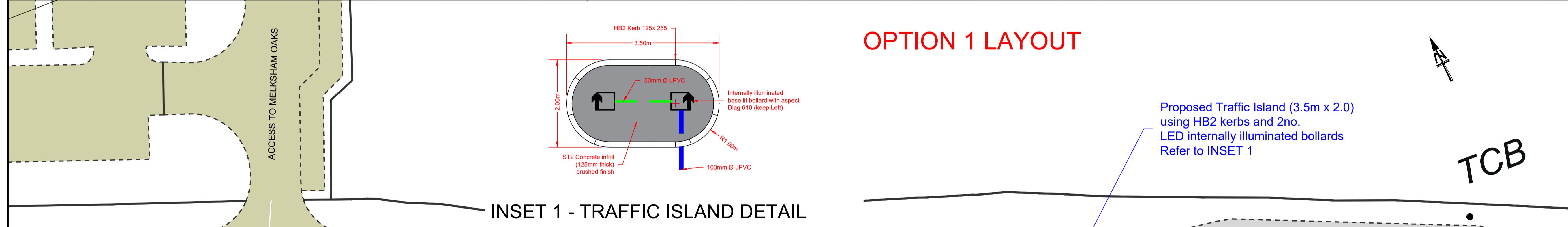
I'm available for site meetings again, so if you wanted to arrange the dropped kerb meeting for Bowerhill I can accommodate this.



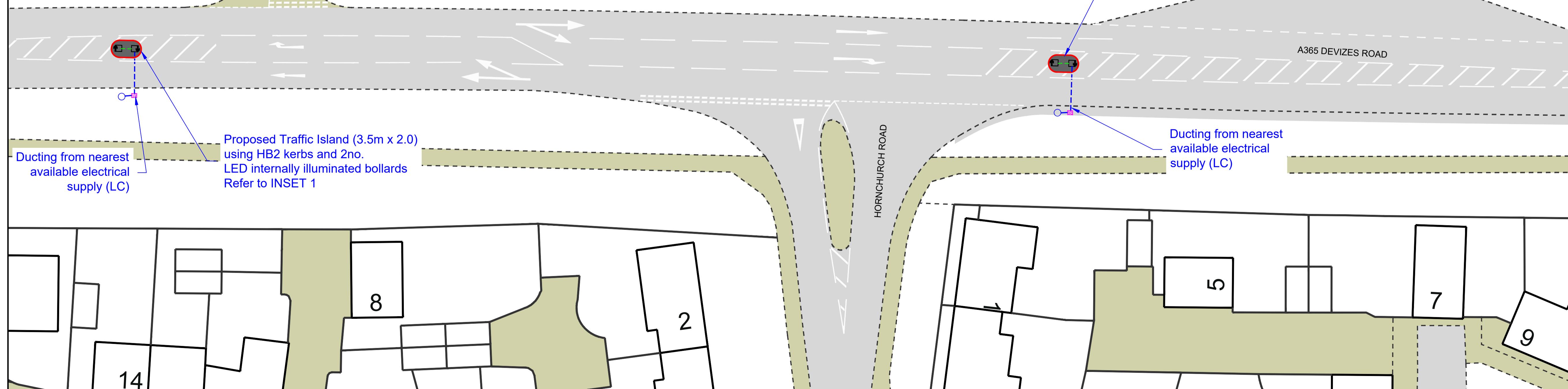
EXISTING LAYOUT



OPTION 1 LAYOUT



— INSET 1 - TRAFFIC ISLAND DETAIL



NOTES

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F					
E					
D					
C					
B					

A	31/10/24	MJR	GR	DMT	Change to 2no. islands
O	19/10/23	MJR	MS	MS	ORIGINAL
REV	DATE	DRAWN	CHECK	APPRV	DESCRIPTION
DRAWING PURPOSE:					
P.D.A.T.T.					

Wiltshire Council

Traffic & Network Management

PROJECT: ISSUE 9-24-12
A365 DEVIZES RD / HORNCHURCH RD, MELKSHAM

DRAWING TITLE: **OUTLINE PROPOSAL**

SCALES:	1:250	SHEET SIZE:	A1
DRAWING No.	MR/MIC/92412/D001/	REVISION:	A
FILE REF:			

From: [Rose, Martin](#)
To: [Teresa Strange](#)
Subject: RE: Redipave traffic islands
Date: 14 January 2026 15:26:46
Attachments: [image005.png](#)
[image006.png](#)
[A365 Devizes Road Melksham - Proposed Traffic Islands -A1 landscape.pdf](#)

Teresa,

The suggested location of the islands is currently as per the plan issued back in 2024
The only change is the islands will be 'bolt down' with rubber inserts and would not use concrete kerbs / tarmac as shown

I did suggest to Councillor Holder that a site meeting would be useful prior to issuing any instruction to a
agree the final positions of the islands.

You can find out more about the Rediweld islands here:

[RediPave Traffic Islands | Rubber Islands](#)

Regards

Martin Rose IEng, FIHE, MCIHT, CMgr MCMI
Principal Engineer – Traffic Engineering
Highway Asset Management and Commissioning
Wiltshire Council ,
County Hall, Bythesea Road
Trowbridge BA14 8JN

Wiltshire Council

Email: martin.rose@wiltshire.gov.uk
Web: www.wiltshire.gov.uk

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From: Teresa Strange <clerk@melkshamwithout-[pc.gov.uk](#)>

Sent: 14 January 2026 14:45

To: Rose, Martin <martin.rose@wiltshire.gov.uk>

Cc: Holder, Nick <Nick.Holder@wiltshire.gov.uk>; Fiona Dey <[pc.gov.uk">office@melkshamwithout-\[pc.gov.uk\]\(#\)](mailto:office@melkshamwithout-

Subject: FW: Redipave traffic islands

Hi Martin

The parish council considered their contribution to the attached quotation for traffic islands at the A365 Hornchurch Road/A365 junction at Bowerhill when they met on 8th December.

The members asked for more details of the scheme, as the quote doesn't mean a lot to the lay person.

An image? Proposed location? A bit more detail please.

With many thanks, Teresa

Teresa Strange

Clerk & Responsible Financial Officer

Melksham Without Parish Council

First Floor

Melksham Community Campus

Market Place, Melksham

Wiltshire, SN12 6ES

01225 705700

[pc.gov.uk">www.melkshamwithout-\[pc.gov.uk\]\(#\)](http://www.melkshamwithout-<a href=)

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From: Rogers, Gareth <Gareth.Rogers@wiltshire.gov.uk>
Sent: 25 November 2025 07:52
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Cc: Rose, Martin <martin.rose@wiltshire.gov.uk>
Subject: RE: Redipave traffic islands

Hi Teresa

They will remain in the ownership of Wiltshire Council.

Contributions do not qualify as part ownership – if that were the case, we would be looking at charging ongoing maintenance costs into the future!

Thanks

Gareth

From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Sent: 24 November 2025 16:35
To: Rogers, Gareth <Gareth.Rogers@wiltshire.gov.uk>
Cc: Rose, Martin <martin.rose@wiltshire.gov.uk>
Subject: RE: Redipave traffic islands

Thanks Gareth

Regarding the temporary measure of these flexible traffic islands.

When/if the road circumstances change due to the Local Plan strategic allocation etc, where do the traffic islands then get deployed if the parish council paid contributed towards them – do they remain in the parish?

I know I will be asked when the parish council consider the cost.

Thanks, Teresa

From: Rogers, Gareth <Gareth.Rogers@wiltshire.gov.uk>
Sent: 21 November 2025 10:51
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Cc: Rose, Martin <martin.rose@wiltshire.gov.uk>

Subject: RE: Redipave traffic islands

Teresa

Yes, this information should be treated as commercially sensitive so please do not publish the breakdown of costs.

Regards

Gareth Rogers BEng (Hons) FIHE

Traffic Engineering Manager

Traffic Engineering



County Hall | Bythesea Road | Trowbridge | BA14 8JD

Tel: 01225 713384 | Email: gareth.rogers@wiltshire.gov.uk | Website: www.wiltshire.gov.uk

From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Sent: 19 November 2025 16:29

To: Rogers, Gareth <Gareth.Rogers@wiltshire.gov.uk>

Subject: FW: Redipave traffic islands

You don't often get email from clerk@melkshamwithout-pc.gov.uk. [Learn why this is important](#)

Hi Gareth

Are you able to answer my query below please? As Martin now off.

Thanks, Teresa

From: Teresa Strange

Sent: 19 November 2025 16:25

To: Rose, Martin <martin.rose@wiltshire.gov.uk>

Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Subject: FW: Redipave traffic islands

Hi Martin

Nick sent this to me, and mentioned at our council meeting on Monday night.

I received it from him after I had published it on an agenda, but can do so for a meeting on 8th December, to agree the parish council contribution, I note the requirement for traffic lights cost too.

Is the quote commercially sensitive, can it be in the public agenda pack? Just checking as it wasn't you that sent it to me!
All the best, Teresa

Teresa Strange
Clerk & Responsible Financial Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700

www.melkshamwithout-pc.gov.uk

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From: Holder, Nick <Nick.Holder@wiltshire.gov.uk>
Sent: 12 November 2025 21:19
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: FW: Redipave traffic islands

Here is the idea from Martin Rose which came to me today. On the basis of the 33% funding it looks like it is circa £6k from the parish.

Nick Holder
Councillor for Bowerhill
Wiltshire Council | County Hall | Trowbridge | Wiltshire | BA14 8JN

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Wiltshire Council

Tel: 07931 905520
Email: nick.holder@wiltshire.gov.uk
Facebook@Cllr Nick Holder for Bowerhill

From: Rose, Martin <martin.rose@wiltshire.gov.uk>
Sent: 12 November 2025 14:34
To: Holder, Nick <Nick.Holder@wiltshire.gov.uk>
Subject: RE: Redipave traffic islands

Nick, Yes of course. I also have a cost estimate back from Rediweld for supply and Installation of the bolt down islands. See attached.

I think we will also need to add on 2 days of temporary 2 way traffic signals, say £600.
Approx Total £16,100

Regards

Martin Rose IEng, FIHE, MCIHT, CMgr MCMI
Principal Engineer – Traffic Engineering
Highway Asset Management and Commissioning
Wiltshire Council ,
County Hall, Bythesea Road
Trowbridge BA14 8JN

Wiltshire Council

Email: martin.rose@wiltshire.gov.uk
Web: www.wiltshire.gov.uk

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Member's Briefing

Substantive LHFIG

Service: Highways and Transport

Further Enquiries to: Gareth Rogers

Date Prepared: 23 September 2025

Direct Line: (01225) 713384

THE 'SUBSTANTIVE HIGHWAYS SCHEME FUND' BID APPLICATION PROCESS FOR FUNDING IN 2026/27

Background

A Substantive Highways Scheme Fund will again be made available in 2026/27 to enable Area Boards to bid (via their respective Local Highways and Footpath Improvement Groups (LHFIGs)) for funding to deliver priority transport schemes that exceed their Discretionary Highways Budget.

A two-year design and build programme has been adopted for Substantive Highways Schemes whereby Area Boards submit funding bids in the current year for detailed design prior to implementation in the following financial year. As such, the bidding process will take place in 2025 for funding in 2026/27 financial year.

Subject to source funding remaining available¹, the Substantive Highways Scheme Fund for the 2025/26 financial year will be set at £250,000.

Mechanism for awarding Substantive Highway Scheme Funding

The mechanism to be used to award Substantive Highway Scheme Funding will be that agreed by the Cabinet Member for Highways and Transport in July 2011.

With this mechanism, competing scheme bids are assessed and awarded funding according to two factors:

- Value for money
- Deliverability

Value for money is the ratio of the cost and benefit of the prospective schemes. Under this system, the benefit is determined from the priority score following assessment under the Scheme Assessment Framework (see **Appendix 1**) and the cost is that which would be borne by the council in implementing the scheme. In this way, the cost/benefit ratio of any scheme is calculated to both acknowledge and stimulate contributory funding from town/parish councils and other external bodies.

¹ Local Transport Grant – Annual Grant Funding from Department for Transport

Deliverability is an assessment of how challenging a scheme would be to implement within the next financial year, considering technical, legal/procedural, operational, financial and public factors. Schemes are given a 'confidence score' based on these factors.

Appendix 2 sets out the Substantive Highways Scheme Bid Evaluation Formula, incorporating the above value for money and deliverability criteria. It should be noted that, as the council is looking to fund those schemes that are easily deliverable, and offer the maximum benefit for the minimum cost, the successful bids will be those that achieve the lowest score.

Eligibility to bid for Substantive Highway Scheme Funding

An Area Board is eligible to bid for Substantive Highway Scheme Funding when the cost of implementing a scheme is estimated to exceed its annual Discretionary Highways Budget allocation.

Schemes that can be achieved within an Area Board's Discretionary Highways Budget, or where it is reasonable and realistic to implement discrete, stand-alone sections in phases over time, are not eligible for Substantive Highways Scheme Funding. However, projects that comprise a number of separate but linked elements that form an integral highway improvement will be eligible.

Each bid must include a local financial contribution to the scheme. This can come from the relevant LHFIG or another source, such as a parish or town council, or be a combination of different sources. In addition, the sum of the local contribution and the bid for Substantive Highways Scheme Funding must cover the full estimated cost of implementing the scheme.

Schemes for which bids are submitted must have been developed to a stage that demonstrates that the detailed design work can be achieved in 2025/26 and the scheme delivered in the 2026/27 financial year when the funding will be available. Development of a scheme should include topographical surveys, completion of statutory processes, early-stage design and scheme drawing, and detailed cost estimates. The extent of scheme development prior to the submission of a Substantive bid will depend on the type of scheme being proposed and advice should be taken from council officers. Schemes submitted without reaching the required development stage will score poorly and are unlikely to secure funding.

Area Boards can submit up to two bids, although bidding more than once may reduce a community area's chances of success, as the bids would compete against each other.

Bidding process

Bids should be completed on the attached pro-forma application form (see **Appendix 3**) and submitted by Friday 12 December 2025 to the highways officer serving the relevant Area Board LHFIG. The bids will then be scored in accordance with **Appendix 2**.

It is anticipated that a provisional decision on the awarding of funding will be made in February 2025 by the Cabinet Member for Highways & Transport, Street Scene and Flooding.

Teresa Strange

Subject: FW: LHFIG
Attachments: Members_Briefing_Substantive_LHFIG.pdf

Clerk's Note:

This wasn't sent to me directly, I only saw off the back of an email from Cllr Baines.

My suggestion is that its on the agenda now in case there is anything, although past the deadline, as they could still discuss at the Feb LHFIG, and if not, its really early for the following year!

From: Griffin, Andrew <Andrew.Griffin@wiltshire.gov.uk>
Sent: 28 October 2025 18:32
To: Rose, Martin <martin.rose@wiltshire.gov.uk>; Baker, Dean <Dean.Baker@wiltshire.gov.uk>; jonathan tapper <jontapps@icloud.com>; Hubbard, Jon <Jon.Hubbard@wiltshire.gov.uk>; Stokes, Charlie <Charlie.Stokes@wiltshire.gov.uk>; Pat Aves <pat.aves@melksham-tc.gov.uk>; Westbrook, Jennie <Jennie.Westbrook@wiltshire.gov.uk>; Pat Tucker <pat@keevilparishcouncil.gov.uk>; Sarah Dow <clerk@keevilparishcouncil.gov.uk>; Alan Baines <alan.baines@melkshamwithout-pc.gov.uk>; Adrian Wasnicki <adriankwasnicki@sky.com>
Cc: nick.holder@wiltshire.gov.uk <nick.holder@wiltshire.gov.uk>; phil.alford@wiltshire.gov.uk <phil.alford@wiltshire.gov.uk>
Subject: LHFIG

Hi everybody

I am grateful to you all for the constructive contributions to this afternoon's meeting. Though it continued longer than the anticipated time, I feel that the various discussions were positive and resulted in valuable decisions on several items and made useful progress on others.

Hopefully we will continue to make further progress on identified tasks in advance of our next meeting.

May I remind you of 22nd January 2026 as the deadline for any new requests in advance of our next meeting on 5th February. I attach the Briefing Notes from Gareth Rogers about substantive scheme funding for 2026/27. With a submission deadline of 12th December for decision in February, as we discussed, we are unlikely to be in a position to present anything for consideration. However, if anybody has any viable suggestions, please contact Martin or me to discuss what details are required.

Regards

Andrew Griffin

Councillor; Melksham Without West and Rural

Wiltshire Council

E: Andrew.Griffin@Wiltshire.gov.uk

EXTRACTS OF HIGHWAYS MEETING MINUTES FROM 2023

MINUTES of the Highways & Streetscene Committee of Melksham Without Parish Council held on Monday 16th January 2023 at Melksham Without Office Space (First Floor), Melksham Community Campus, Market Place, Melksham, SN12 6ES at 7.47pm

- b) To consider a request from Bowerhill Primary School & Bowerhill Village Hall for improvement to access to the grounds for parking and drop off (including update on School Travel Plan).**

The Clerk explained the new Head was in touch with Ruth Durrant, School Travel Advisor seeking a copy of their travel plan and understand the new Head of Shaw Primary School was also in touch with Ruth Durrant to get hold of their travel plan.

Councillor Baines stated unfortunately the travel plans for both schools were out of date with Wiltshire Council stating they were unable to share them with the Parish Council.

The Clerk explained the Head of Bowerhill School had acknowledged children were attending the school from further afield, as highlighted in the education report earlier in the Planning meeting with children being directed to places available, which were not necessarily near where they lived and therefore this changed their Travel Plan.

The Clerk noted there was a proposed meeting with the Head of Bowerhill School, Councillor Harris as Chair of Bowerhill Village Hall Committee and Wiltshire Councillor Nick Holder, suggesting as a meeting had already been arranged, if a representative from the Parish Council should attend, rather than have another meeting with the same people.

The Clerk explained she had put this back on the agenda as it

had gone forward to the Substantive Highway Fund for consideration, unfortunately, Melksham was not eligible for funding, as there was funding available via the Local Highways & Footpaths Improvement Group (LHFIG) and therefore asked if a request for funding be sent to them.

It was noted the next the Local Highways & Footpaths Improvement Group (LHFIG) meeting was due to be held on 2nd February.

Councillor Harris confirmed the meeting with the Head and Councillor Holder was due to be held on 26th January.

It was noted any request submitted after the 26th January meeting, would be too late to go to the Local Highways & Footpaths Improvement Group (LHFIG) meeting for consideration, as requests for funding needed to be submitted several weeks in advance.

Councillor Holder explained he would contact the Local Highways & Footpaths Improvement Group (LHFIG) to see if he could get something on the agenda for consideration.

Councillor Harris explained he had had a very productive meeting with the new Headteacher to discuss amalgamating both the village hall and school car parks and improving the access to the car park.

Councillor Baines felt it was important the Highway Engineer also attend the meeting, particularly if it involved an exit onto the highway.

Recommendation: Councillor Baines to attend the meeting on 26th January and to invite the Highway Engineer.

To forward a request to the Local Highways & Footpath Improvement Group (LHFIG) to investigate highway improvements at Bowerhill Primary School and Bowerhill Village Hall.

MINUTES of the Highways & Streetscene Committee of Melksham Without Parish Council held on Monday 20 March 2023 at Melksham Without Office Space (First Floor), Melksham Community Campus, Market Place, Melksham, SN12 6ES at 8.23pm

- c) Bowerhill School/Village Hall (Min 355(b)/22). To note any update following meeting between Wiltshire Councillor Nick Holder, Bowerhill Village Hall and the Headteacher of Bowerhill Primary School regarding improvement to access to the grounds for parking and drop off and consider any recommendations coming from that meeting.

Correspondence had been received from Councillor Nick Holder explaining whilst the Principal of Bowerhill Primary School had come up with a solution to the issue, it was much more complicated than an issue for the Local Highway &

Page 3 of 14

Footpath Group (LHFIG) to consider and required discussions with officers at County Hall due to the costs involved.

- f) **To consider complaint regarding inconsiderate parking outside Bowerhill Primary School.**

Correspondence had been received from a resident of Gibson Close concerned at inconsiderate parking in Gibson Close, which was making it difficult for people to get in and out of their driveway.

Councillor Baines noted along Forest Road, some residents had installed wooden stakes with white painting on top in the verge, in order to deter people from parking on them and wondered if this could be a solution to the resident's concern.

Page 11 of 14

It was unclear who maintained the verge highlighted by the resident.

Fiona Dey

From: Teresa Strange
Sent: 26 November 2025 17:48
To: Fiona Dey
Subject: FW: Letter from [REDACTED] requiring draft response please
Attachments: 24286-Holder-[REDACTED] 17 10 24.pdf; 20.3.23 Highway Minutes FIN.pdf

Categories: Highways

For info, re other email

From: Teresa Strange
Sent: 26 November 2025 17:48
To: Nick.Holder@wiltshire.gov.uk
Subject: FW: Letter from [REDACTED] requiring draft response please

Hi Nick

We did reply to [REDACTED] about a year ago, and invited them to a meeting a couple of years before then. I think we might as well put it back on the highways agenda in January with your suggestion.
Thanks, Teresa

From: Teresa Strange
Sent: 22 October 2024 12:40
To: [REDACTED]
Cc: Holder, Nick <Nick.Holder@wiltshire.gov.uk>; paula.tucker@wiltshire.gov.uk; Marianne Rossi <admin@melkshamwithout-pc.gov.uk>
Subject: FW: Letter from [REDACTED] requiring draft response please

Dear [REDACTED]

I write further to your correspondence with Wiltshire Councillor Nick Holder regarding the inconsiderate parking outside Bowerhill Primary School.

I can see that we were in correspondence about this early in 2023, and we invited you to the parish council meeting when this issue was discussed. I apologise if we did not come back to you after that meeting.

The minutes of that meeting are attached. You will see that I have also highlighted a part of the meeting that referred to a wider discussion with the school about improving the access to the school and village hall on the same site, with perhaps a IN and OUT route with a drop off for children, thus removing the need for parents to park near the school. To move forward with any physical engineering solutions, Wiltshire Council will also look holistically at the wider issues, and this includes engagement with the school. The mechanism for this is an updated School Travel Plan, which sets out an agreed set of aims and identifies a package of measures designed to promote more sustainable travel choices for those attending the school – pupils, parents, staff and visitors. From a recent update at a parish council meeting, we understand that Bowerhill Primary School have still not undertaken an update to their plan, which is now quite out of date.

You can see the observation of the parish council of solutions elsewhere in the local area, in the minutes, which may be something you wish to suggest to do with your neighbours?

I hope that answers your queries. The parish council can contact the school to see where they are with their Travel Plan in the mean time.

With kind regards,
Teresa

Teresa Strange
Clerk & Responsible Financial Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700
www.melkshamwithout-pc.gov.uk

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From: Tucker, Paula <Paula.Tucker@wiltshire.gov.uk>
Sent: 22 October 2024 11:42
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: Letter from [REDACTED] requiring draft response please

Good morning

My apologies for this email, but Cllr Nick Holder, has received the following letter and information, regarding the parking issues at Bowerhill Primary School from [REDACTED]

It appears that her previous emails and letters have not been responded to. Could I kindly ask you to look into this please and respond to [REDACTED] copying in Cllr Holder into the response.

Thank you for your assistance.

Kind Regards

Paula Tucker – Executive Assistant, Cabinet Office
Cllr Richard Clewer – Leader and Cabinet Member for MCI, Health and Wellbeing, Economic Development, Heritage, Arts and Tourism
Cllr Laura Mayes – Deputy Leader and Cabinet Member for Children's Services, Education and Skills
Cllr Nick Holder – Cabinet Member for Highways, Street Scene and Flooding
Cllr Dominic Muns – Cabinet Member for Waste and Environment
Cllr Ian Blair-Pilling – Cabinet Member for Public Health, Communities, Leisure and Libraries

Tel: 01225 718277

Email: paula.tucker@wiltshire.gov.uk

Web: www.wiltshire.gov.uk

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Fiona Dey

From: Teresa Strange
Sent: 26 November 2025 17:49
To: Fiona Dey
Subject: FW: school parking bowerhill

Categories: Highways

Fiona
Can you reply please, and invite to the Jan Highway meeting.
But note that we have already considered this, see other email.
Thanks, Teresa

From: [REDACTED]
Sent: 26 November 2025 11:29
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: school parking bowerhill

we have asked by Nick Holder to contact you again about the above matter, We did contact you when this situation first arose and sent you photos etc,

the parking in general at the school is atrocious. The morning drop off is not quite so bad it is the afternoon run and if there are any assemblies, sports days, nativities etc,
The school finishes at 3.15. I think young ones may be 3 pm

The cars turn up some days from 2pm onwards. They double park, park on the grass outside our house ([REDACTED] Gibson) and also in the small space on the corner by the bollards,

It is not just the parents in general and their lack of consideration for the general public but for the children themselves who do not always look where they are going but it is also a health and safety issue as your view is impeded if you try to get in or out of the close.

There is no safe window during the day to ask for delivery drivers etc. If anyone needs an emergency vehicle there is no chance.

We have read about the trial that is going to be run by some schools next year but I dont see that that would work here.

Nick Holder wondered whether the grass could be narrowed to make the road wider to stop them parking on the grass I think that you would also need double yellow lines so that they only parked on one side of the close and also double yellow lines on the corner by the bollards so that you can see round the corner.

Any help in this matter would be appreciated.

[REDACTED]
Gibson Close
Bowerhill

Resident Photo of Parking on Gibson Close



Resident photo of kerb on Trenchard Way



Google Maps photo of Trenchard Way



Teresa Strange

From: Bahadoor, Hannah <Hannah.Bahadoor@wiltshire.gov.uk>
Sent: 02 December 2025 09:48
To: Bahadoor, Hannah
Subject: PROPOSED TRAFFIC REGULATION ORDER FOR CONSULTATION – Footpath 106, Melksham and Footpath 18, Melksham Without – Cycle Tracks
Attachments: The County of Wiltshire (Footpath 106, Melksham and Footpath 18, Melksham Without) (Cycle Tracks) Order 2025 (Unconfirmed).pdf; Press Notice 1.pdf; Indicative Plan.pdf

Dear all,

THE COUNTY OF WILTSHIRE (FOOTPATH 106, MELKSHAM AND FOOTPATH 18, MELKSHAM WITHOUT) (CYCLE TRACKS) ORDER 2025

Please find attached a copy of the above proposed Cycle Tracks Order (which requires confirmation) forwarded to you for consultation.

This proposal will be advertised in the Melksham News on 4th December 2025 and the consultation period ends on 12th January 2026.

Comments on this proposal, quoting reference HKB/TRO/MELK/CT may be made by:

Email to trafficorderconsultations@wiltshire.gov.uk

or

In writing to:

TRO Team
Highways Assets and Commissioning
County Hall
Bythesea Road
Trowbridge
Wiltshire BA14 8JN

Hannah Bahadoor
Team Leader Legal and Technical Support
Highway Assets and Commissioning

Wiltshire Council

Tel: 01225 713402

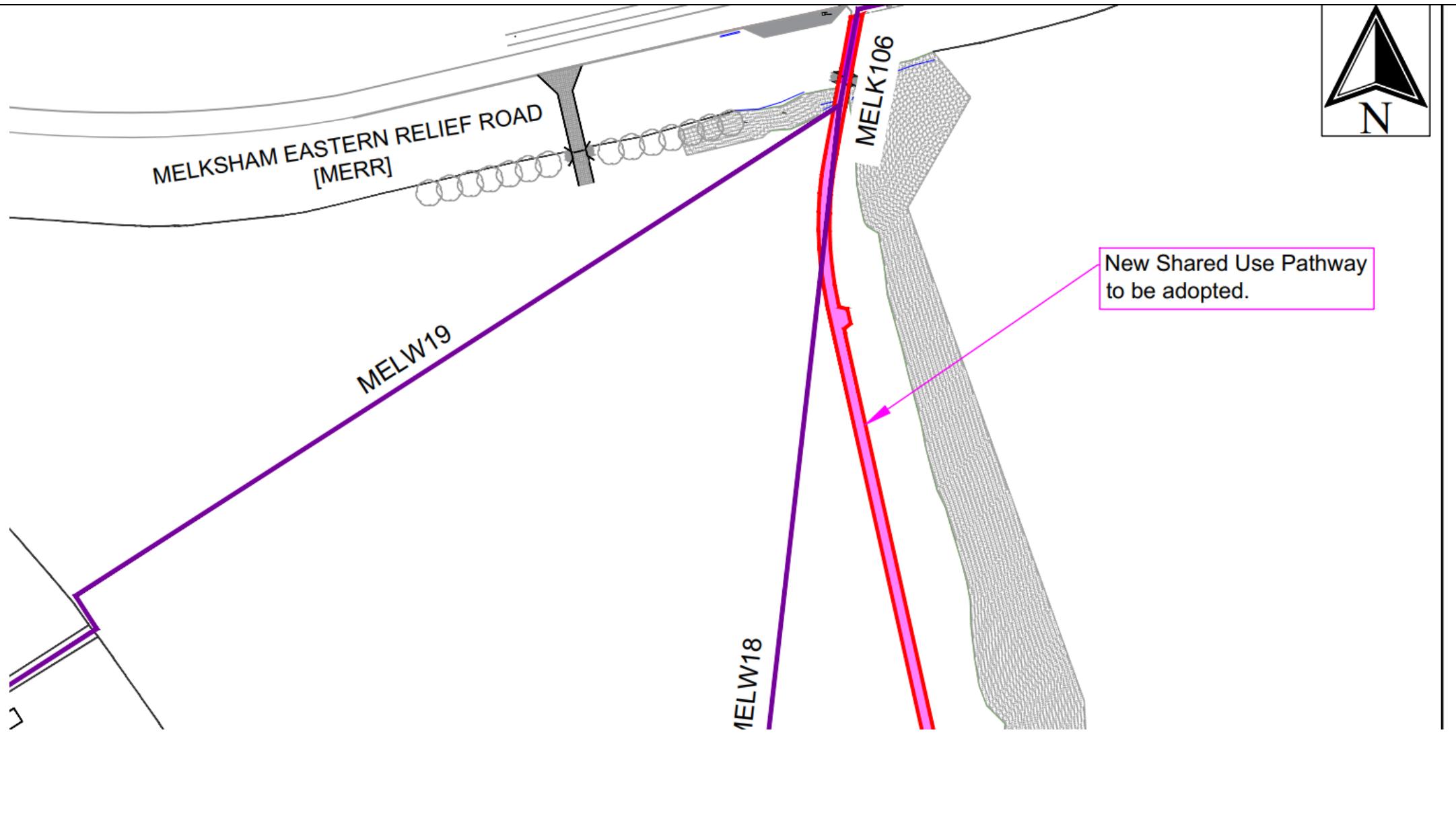
Email: hannah.bahadoor@wiltshire.gov.uk

Web: www.wiltshire.gov.uk

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Indicative Plan
Lengths of MELK 106 and MELW 18 and MELW 19 to be converted



Wiltshire Council

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WILTSHIRE COUNCIL
CYCLE TRACKS ACT 1984

THE COUNTY OF WILTSHIRE (FOOTPATH 106, MELKSHAM AND FOOTPATH 18, MELKSHAM WITHOUT) (CYCLE TRACKS) ORDER 2025

NOTICE IS HEREBY GIVEN THAT Wiltshire Council has made the above Order, which requires confirmation, under the Cycle Tracks Act 1984 the effect of which will be to designate the following lengths of footpath as a cycle track:- **Footpath 106, Melksham** – from its junction with Melksham East Relief Road, for a distance of 33 metres in a southerly direction to its joining point with Footpath 18, Melksham Without; **Footpath 18, Melksham Without** – from its joining point with Footpath 106, Melksham for a distance of 15 metres in a southerly direction,

Deposit copies of the unconfirmed Order and plan may be inspected at the offices of Wiltshire Council, County Hall, Bythesea Road, Trowbridge during normal office hours. Details of the proposed scheme may be seen at Melksham Library, Melksham Community Campus, Market Place, Melksham between the hours of 6.30am – 10pm Monday – Thursday, 6.30am – 9pm Friday, 8am – 6pm Saturday and Sunday until 12th January 2026. Documents can also be viewed online at <https://www.wiltshire.gov.uk/troconsultations>

Comments on the proposal together with the reasons for which they are made should be sent in writing to Highways Assets and Commissioning, by email to TrafficOrderConsultations@wiltshire.gov.uk or via the website by 12th January 2026 quoting reference HKB/TRO/MELK/CT.

Highways Assets and Commissioning, County Hall, Bythesea Road TROWBRIDGE BA14 8JN

4th December 2025

WILTSHIRE COUNCIL

CYCLE TRACKS ACT 1984

THE COUNTY OF WILTSHIRE (FOOTPATH 106, MELKSHAM AND FOOTPATH 18, MELKSHAM WITHOUT) (CYCLE TRACKS) ORDER 2025

The Council of the County of Wiltshire in exercise of its powers under Section 3 of the Cycle Tracks Act 1984 and having undertaken the consultations required by Regulation 3 of the Cycle Tracks Regulations 1984, hereby makes the following Order: -

1. The footpaths described in the Schedule to this Order are hereby designated as cycle tracks.
2. This Order may be cited as The County of Wiltshire (Footpath 106, Melksham and Footpath 18, Melksham Without) (Cycle Tracks) Order 2025 and shall come into operation at the end of 28 days from the date on which notice of confirmation of this Order is first published.

SCHEDULE

<u>Footpath</u>	<u>Description</u>
Footpath 106, Melksham	From its junction with Melksham East Relief Road for a distance of 33 metres in a southerly direction to its joining point with Footpath 18, Melksham Without
Footpath 18, Melksham Without	From its joining point with Footpath 106, Melksham for a distance of 15 metres in a southerly direction

THE COMMON SEAL of
WILTSHIRE COUNCIL
was hereunto affixed this
26th day of November 2025
in the presence of: -

Charlotte Purvis
CHARLOTTE PURVIS
SENIOR SOLICITOR

Authorised Signator
Wiltshire Council



Confirmed this
day of
20
in the presence of: -

28, 365

From: [Tom Macdonald](#)
To: [Teresa Strange](#)
Cc: [Fiona Dey](#)
Subject: Re: Holistic review of Semington Road, Berryfield
Date: 14 January 2026 11:27:21
Attachments: [image001.png](#)
[Outlook-sdmiba143.png](#)

Hi Teresa,

Apologies, we had a meeting to discuss yesterday, the outcome of which is that we will be pleased to submit a quotation for the work. I'll come back to you this week with a few points/queries and estimate before your meeting on Monday. It will just be in email format for now and a fuller proposal will follow. Hope that's ok?

Cheers,

Tom

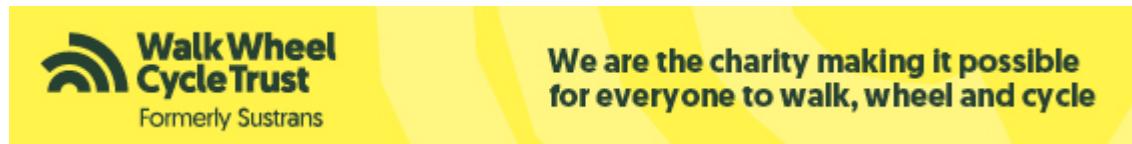
Tom Macdonald

Network Development Manager | NCN
Working hours: Tuesday to Friday 09:00 – 17:00
T: 07710 626 695

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2 Cathedral Square, College Green, Bristol, BS1 5DD

www.walkwheelcycletrust.org.uk



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From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Sent: 14 January 2026 11:14
To: Tom Macdonald <Tom.Macdonald@walkwheelcycletrust.org.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>
Subject: RE: Holistic review of Semington Road, Berryfield

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Hi Tom

Have just given you a ring and left you a message.

Are you able to give us a timescale on this work please.

Many thanks, Teresa

From: Teresa Strange

Sent: 09 January 2026 11:42

To: 'Tom Macdonald' <Tom.Macdonald@walkwheelcycletrust.org.uk>

Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Subject: RE: Holistic review of Semington Road, Berryfield

Hi Tom

Happy new year to you... hope you had a good break.

We have our quarterly Highways meeting pencilled in for Monday 19th Jan, and we are light on agenda items at the moment, but if we were to receive your quote and feedback in time for that meeting I will definitely hold the meeting.

Just wondered if you had a timescale for getting something back to us? even if it has some queries on it as that would be a good time and place to review it.

With many thanks, Teresa

Teresa Strange

Clerk & Responsible Financial Officer

Melksham Without Parish Council

First Floor

Melksham Community Campus

Market Place, Melksham

Wiltshire, SN12 6ES

01225 705700

www.melkshamwithout-pc.gov.uk

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From: Tom Macdonald <Tom.Macdonald@walkwheelcycletrust.org.uk>

Sent: 17 December 2025 10:26

To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Subject: Re: Holistic review of Semington Road, Berryfield

Hi Teresa,

I've discussed with engineering but probably best I get a bit more info from you in a meeting if that's ok? I'm available tomorrow (other than 3-4pm) or Friday, or back in Jan 6th onwards.

Cheers,

Tom

Tom Macdonald

Network Development Manager | NCN

Working hours: Tuesday to Friday 09:00 – 17:00

T: 07710 626 695

Walk Wheel Cycle Trust

2 Cathedral Square, College Green, Bristol, BS1 5DD

www.walkwheelcycletrust.org.uk



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From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Sent: 03 December 2025 10:01

To: Tom Macdonald <Tom.Macdonald@walkwheelcycletrust.org.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>
Subject: RE: Holistic review of Semington Road, Berryfield

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Hi Tom

No problem, sorry to have chased, just wanted to check you had received it.
Look forward to hearing back from you in due course.

Kind regards, Teresa

From: Tom Macdonald <Tom.Macdonald@walkwheelcycletrust.org.uk>
Sent: 03 December 2025 08:59
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>
Subject: Re: Holistic review of Semington Road, Berryfield

Hi Teresa,

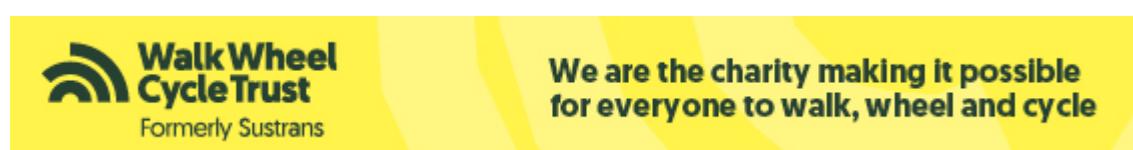
Apologies, I'm discussing with colleagues this week and will get back to you sorry!

Cheers,

Tom

Tom Macdonald
Network Development Manager | NCN
Working hours: Tuesday to Friday 09:00 – 17:00
T: 07710 626 695

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From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Sent: 02 December 2025 12:27
To: Tom Macdonald <Tom.Macdonald@walkwheelcycletrust.org.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Subject: RE: Holistic review of Semington Road, Berryfield

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Hi Tom

Just following up on this.

All the best, Teresa

From: Teresa Strange

Sent: 25 November 2025 13:37

To: 'Tom.Macdonald@sustrans.org.uk' <Tom.Macdonald@sustrans.org.uk>

Subject: Holistic review of Semington Road, Berryfield

Hi Tom

I wonder if you would be able to give me a ring, or arrange a meeting to discuss some work that Melksham Without Parish Council would like undertaken and you may be able to assist.

Wiltshire Council's highways team have suggested you and given me your contact details.

We have a road that is part of the national cycleway, the Active Travel route from Melksham to Hilperton and a good pedestrian access to the Kennet & Avon Canal.

It was bypassed some years ago, it used to be the A350, and the traffic calming was put in at the time based on the housing at the time.

The road has now been subject to new housing development, with access off the road for 150 dwellings built, a village hall built, 144 dwellings being built and 103 dwellings being built and a rat run for those avoiding the clogged up A350, with a bus gate and ANPR camera at one end alongside an industrial area; and the busy A350 at the other

We are seeking an holistic review of the road:

- To inform if the traffic calming is in the right place due to the new housing
- To inform the use of s106 highways contributions for the roundabout joining the A350 with desire lines etc and pedestrian improvements to the highway for residents accessing schools and the town centre. There is a conflict with the Wiltshire Council LCWIP and the s106 contributions

If this is something you may be able to assist with, we would be pleased to hear from you,
With kind regards, Teresa

Teresa Strange

Clerk & Responsible Financial Officer

Melksham Without Parish Council

First Floor

Melksham Community Campus

Market Place, Melksham

Wiltshire, SN12 6ES
01225 705700
www.melkshamwithout-pc.gov.uk

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Teresa Strange

From: Teresa Strange
Sent: 14 January 2026 16:04
To: 'Laura Urch'; Hughes, Cecelia
Cc: Powell, Oliver; Fiona Dey
Subject: RE: *EXTERNAL: Buckley Gardens S106 [CW-LEGAL.FID5090407]

Dear Laura and Cecilia

Thank you for including us in this correspondence.

The parish council's Highways meeting meets on Monday evening, and so I can give you the comments of the parish council on this early next week.

With kind regards, Teresa

Teresa Strange
Clerk & Responsible Financial Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700
www.melkshamwithout-pc.gov.uk

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From: Laura Urch <Laura.Urch@clarkewillmott.com>
Sent: 13 January 2026 16:48
To: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>; Fiona Dey <office@melkshamwithout-pc.gov.uk>
Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Powell, Oliver <oliver.powell@dwh.co.uk>
Subject: RE: *EXTERNAL: Buckley Gardens S106 [CW-LEGAL.FID5090407]

Afternoon all,

I have heard from Wiltshire Council's solicitor on the Parish Council's proposed change in the deed of variation to the s106 (re highways contribution from "eastern" to "western"). The response is copy and pasted below in blue but, in short, they rejected the proposed wording and suggested an alternative for the reasons set out below.

Cecelia, please can you let me have your instructions on this.

Teresa / Fiona Mark Wiltshire, you will see that Mark Wiltshire, Principal Transport and Development Manager is willing to discuss this with you further if required.

My instructing officer in Planning has been in contact with Mark Wiltshire, Principal Transport and Development Manager who has confirmed that he is expecting the revised funding allocation to go towards improving routes to the east of the A350 roundabout although some expenditure could also be possible to improve routes between the land and the town centre. He is of the view that there is nothing sensible to be done to enhance the pedestrian route on the immediate western side of the roundabout between Old Semington Road and Melksham as the Parish Council have suggested.

He therefore considers paragraph (i) of the definition of "Highway Contribution" should be as replaced with the following:

"The sum of two hundred thousand pounds (£200,000) towards route enhancements to improve connectivity between the Land, the town centre to the north and education facilities to the east, inclusive of Local Cycling Walking Infrastructure Plan routes, and measures to enhance and provide pedestrian routes on the eastern side of the A350 Western Way roundabout;"

Please can you take your client's instructions on this and let the Parish Council know that they can contact Mark Wiltshire direct to discuss the above if they have any concerns.

Laura Urch

Senior Associate

t: 0345 209 1077

m: 07585 337 033

e: Laura.Urch@clarkewillmott.com

Postal hub: Blackbrook Gate, Blackbrook Park Avenue, Taunton, TA1 2PG

DX: 97175 Taunton (Blackbrook)

My office: Birmingham | Bristol | Cardiff | London | Manchester | Southampton | **Taunton**



From: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>

Sent: 11 November 2025 12:49

To: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Cc: Laura Urch <Laura.Urch@clarkewillmott.com>; Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Powell, Oliver <oliver.powell@dwh.co.uk>

Subject: RE: *EXTERNAL:RE: Buckley Gardens S106

Dear Fiona,

This change to the S106 was not at our behest. We are content to progress it, but I would have expected it to be something that needs to be proposed by the PC and considered by the Council as the organisation that issued the planning permission.

Is this something that you or your solicitor could manage please so we can get the Agt updated and finished off?

Many thanks

Cecelia Hughes BA(Hons) BTP MSc MRTPI

Planning Manager

Email: cecelia.hughes@dwh.co.uk

Switchboard: 01454 278000

**David Wilson Redrow South West | Wellington House, Unit 1, West Point Court,
Great Park Road, Bradley Stoke, Bristol, BS32 4PY**

From: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Sent: 06 November 2025 09:53

To: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>

Cc: Laura Urch <laura.urch@clarkewillmott.com>; Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Subject: RE: *EXTERNAL:RE: Buckley Gardens S106

Good Morning Cecelia,

Sorry for the delay responding. On Monday night, the parish council's Planning Committee resolved that the wording should be 'western' as highlighted below

*The sum of two hundred thousand pounds (£200,000.00) towards route enhancements to improve connectivity between the Land, the town centre to the north and education facilities to the east, inclusive of Local Cycling Walking Infrastructure Plan routes, and measures to enhance the use of the pedestrian route on the **western** side of the roundabout between Old Semington Road and Melksham;*

Kind regards

Fiona

Fiona Dey
Parish Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700
office@melkshamwithout-pc.gov.uk
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From: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>
Sent: 05 November 2025 14:06
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>; Laura Urch <laura.urch@clarkewillmott.com>
Subject: RE: *EXTERNAL:RE: Buckley Gardens S106

Good morning Teresa,
Is there any update in relation to this please?
Many thanks

Cecelia Hughes BA(Hons) BTP MSc MRTPI
Planning Manager
Email: cecelia.hughes@dwh.co.uk
Switchboard: 01454 278000
David Wilson Redrow South West | Wellington House, Unit 1, West Point Court, Great Park Road, Bradley Stoke, Bristol, BS32 4PY

From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Sent: 28 October 2025 13:56
To: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>
Cc: Fiona Dey <office@melkshamwithout-pc.gov.uk>
Subject: *EXTERNAL:RE: Buckley Gardens S106

Hi Cecelia
Hope you are having a good week....
I know that you wanted an answer back on this by Friday this week, but to let you know if we needed a bit longer.

We are not convinced that the eastern bit is right, and should say western – as I mentioned when we met online.

The parish council's planning committee meet on Monday evening, and can give a definitive answer, our council rules don't let me change something like this without it being a council decision.

In the meantime, I have spoken to Steve Sims, the planning officer, on this, and he thinks it came from discussions with a Highways officer at the time, there is nothing in the minutes of the Planning Committee we all attended to give more background info, or on the amount for the footbridge. On that note, I am getting a site visit organised to get a quote in place.

Will come back to you early next week on the wording below.
With kind regards, Teresa

From: Hughes, Cecelia <cecelia.hughes@dwh.co.uk>
Sent: 21 October 2025 15:13
To: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>
Subject: Buckley Gardens S106

As requested

The sum of two hundred thousand pounds (£200,000.00) towards route enhancements to improve connectivity between the Land, the town centre to the north and education facilities to the east, inclusive of Local Cycling Walking Infrastructure Plan routes, and measures to enhance the use of the pedestrian route on the eastern side of the roundabout between Old Semington Road and Melksham;

From: [Teresa Strange](#)
To: [Corps, Kimberly](#)
Cc: [Collins, Gary](#); [Green, Kenny](#); nick.holder@wiltshire.gov.uk; [Fiona Dey](#)
Subject: RE: Requests for major development planning applications on the A365 Bowerhill
Date: 14 January 2026 16:49:00
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image006.png](#)
[A365 overlaid maps with annotations.pdf](#)

Dear Kim

Melksham Without Parish Council reviewed your response when they met on Monday evening, and were disappointed. They have been asking for this review consistently with their comments on the 3 planning applications for some considerable time, and effectively have been told its too late on two of them.

Whilst we understand that officers have reviewed the planning applications individually and carefully, the parish council are asking that a comprehensive review of all the issues, including the planning applications, are considered **together** holistically.

There are 3 planning applications for major development in a 400m stretch next to a secondary school, with two current LHFIG issues, with evidence from covert cameras and a recent road traffic accident; backed up with Police Traffic Enforcement data and parish council data downloaded from its Speed Indicator Device. One of the planning applications is a Local Plan site allocation and so this should be considered strategically as part of Wiltshire Council's plan for the area, which includes expanding the school in this location.

We ask again, that the stretch of road from the Spa Road roundabout to the east of Turnpike Garage is reviewed, and that there is an opportunity to ask developers to pay for this and contribute to its recommendations.

You mention that "***In terms of legal compliance, we must ensure that requests are necessary to make the development acceptable, directly related to the development and proportionate and reasonable in scale and kind to the development.***" Perhaps you could give the parish council an indication of the cost of the following, as per their request.

To help visualise the concerns of the parish council in this location, please see annotated map attached.

We look forward to hearing from you further.

With kind regards, Teresa

From: Corps, Kimberly <Kimberly.Corps@wiltshire.gov.uk>
Sent: 18 December 2025 17:16
To: nick.holder@wiltshire.gov.uk
Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Collins, Gary <Gary.Collins@wiltshire.gov.uk>; Green, Kenny <Kenny.Green@wiltshire.gov.uk>

Subject: RE: Requests for major development planning applications on the A365 Bowerhill

Dear Nick,

Thank you again for your email. My apologies for the delay in responding.

I understand the request with these three applications, which are at varying stages of the planning process and I understand the principle of taking a holistic view to improve the network in this area.

The highway matters on planning applications PL/2024/11426 (Gompels warehouse) and PL/2025/06105 (Old Love's Farm) have been considered thoroughly and we have an agreed approach for the respective highway improvements required for these developments. I note that the Gompels application has previously been presented to Strategic Planning Committee and deferred to address issues including ecology, noise and flood risk. In my view, it would be difficult to justify a request for further improvements through these applications, that would be legally compliant, as the highway impacts have been considered. In terms of legal compliance, we must ensure that requests are necessary to make the development acceptable, directly related to the development and proportionate and reasonable in scale and kind to the development.

There is, however, an opportunity to improve the road environment being pursued through application PL/2025/06749 (local plan allocation site), given the scale of the development and location of this site. This application is under consideration, and the highways team are in active discussions with the developer team. You may be aware that highways officers have requested amendments to this scheme, a key element being to include a roundabout at the proposed access point on Bath Road. This element would provide a different and safer environment giving a traffic calming approach to the eastern edge of the town. In terms of the speed limit request, this aspect would be explored further following the receipt of the outcome of the developer's response to this request. The approach to this application is also seeking improved active travel facilities along this stretch towards the school. It is my view that the team have demonstrated a holistic approach in requesting the amendments on this application, as improvements to the local environment have also been considered to inform the response and negotiations that are now underway. The outcome of this request is awaited, as the developer investigates this further.

I will keep you updated.

Kind regards,

Kim

Kimberly Corps
Head of Service, Transport Policy and Strategy

Wiltshire Council

Tel: 01225 770222

Email: kimberly.corps@wiltshire.gov.uk

Website: www.wiltshire.gov.uk

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From: Corps, Kimberly

Sent: 17 December 2025 16:56

To: Green, Kenny <Kenny.Green@wiltshire.gov.uk>; Holder, Nick <Nick.Holder@wiltshire.gov.uk>

Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Collins, Gary <Gary.Collins@wiltshire.gov.uk>

Subject: RE: Requests for major development planning applications on the A365 Bowerhill

Dear Nick,

Further to Kenny's email below, I anticipate providing the response tomorrow following the review.

Kind regards,

Kim

Kimberly Corps
Head of Service, Transport Policy and Strategy

Wiltshire Council

Tel: 01225 770222

Email: kimberly.corps@wiltshire.gov.uk

Website: www.wiltshire.gov.uk

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From: Green, Kenny <Kenny.Green@wiltshire.gov.uk>

Sent: 16 December 2025 12:10

To: Holder, Nick <Nick.Holder@wiltshire.gov.uk>

Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Collins, Gary <Gary.Collins@wiltshire.gov.uk>; Corps, Kimberly <Kimberly.Corps@wiltshire.gov.uk>

Subject: RE: Requests for major development planning applications on the A365 Bowerhill

Hi Nick

Thanks for your email. I note that your request to highways remains outstanding. It may well be the case that Kim has asked a member of her team to review and provide a full response, which given the matters being explored can take several weeks. I will nevertheless reach out to Kim in the meantime. I am sure you will appreciate that officers across all the services (especially planning and highways are very stretched) but I am sure a considered highway response will be forthcoming.

Yours sincerely,
Kenny

Kenny Green (BA, MA (Hons) MRTPI)

Planning Manager
Development Management

Place Directorate

Tel: 01225 770251

Ext 15251

Email: kenny.green@wiltshire.gov.uk

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Please note that I work a compressed week and a Friday is a non working day for me.

From: Holder, Nick <Nick.Holder@wiltshire.gov.uk>

Sent: 16 December 2025 09:44

To: Green, Kenny <Kenny.Green@wiltshire.gov.uk>

Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Subject: RE: Requests for major development planning applications on the A365 Bowerhill

Hi Kenny,
Just as an FYI we have had no response from Kim

Nick

Nick Holder
Councillor for Bowerhill
Wiltshire Council | County Hall | Trowbridge | Wiltshire | BA14 8JN

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Tel: 07931 905520
Email: nick.holder@wiltshire.gov.uk
Facebook: [Cllr Nick Holder for Bowerhill](https://www.facebook.com/Cllr-Nick-Holder-for-Bowerhill)

From: Holder, Nick
Sent: 07 December 2025 16:07
To: Corps, Kimberly <Kimberly.Corps@wiltshire.gov.uk>
Cc: Green, Kenny <Kenny.Green@wiltshire.gov.uk>; 'Teresa Strange' <clerk@melkshamwithout-pc.gov.uk>
Subject: RE: Requests for major development planning applications on the A365 Bowerhill

Hi Kimberley,
As the local member for the Bowerhill unitary division, I wish to add my support to this request and I will attach to the email the amended comments what have been submitted by the Parish Council on each of the 3 developments as you may not have seen them.

To clarify one request, we are asking for contributions from all 3 applications, obviously only those that are approved, to address a holistic approach to traffic management on the A365, to include funding to enable the introduction of an advisory 20MPH limit outside Melksham Oak High School for which there is significant local support.

I have also copied in Kenny Green from the planning team.

I would be interested to hear your views.

Regards,

Nick

Nick Holder
Councillor for Bowerhill
Wiltshire Council | County Hall | Trowbridge | Wiltshire | BA14 8JN

Wellbeing Statement: "I may send emails outside office hours but never with any expectation of response. Please just get back to me when you can within your own working hours. Thank you."



Tel: 07931 905520

Email: nick.holder@wiltshire.gov.uk

Facebook@Cllr Nick Holder for Bowerhill

From: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>

Sent: 05 December 2025 13:52

To: Corps, Kimberly <Kimberly.Corps@wiltshire.gov.uk>; Wiltshire, Mark <mark.wiltshire@wiltshire.gov.uk>; Jones, Hannah <Hannah.Jones@wiltshire.gov.uk>; Lear, David <DavidLear.DavidLear@wiltshire.gov.uk>

Cc: Green, Kenny <Kenny.Green@wiltshire.gov.uk>; Holder, Nick <Nick.Holder@wiltshire.gov.uk>; Fiona Dey <office@melkshamwithout-pc.gov.uk>

Subject: Requests for major development planning applications on the A365 Bowerhill

Dear Highways Planning officers

Melksham Without Parish Council wanted to draw to your attention the highways s106 requests that they have made for 3 planning applications for major development on the A365 at Bowerhill, so that there is a co-ordinated approach to these requests and on the cumulative effect of the applications.

PL/2024/11426 Land to the South of A365 Bath Road and West of Turnpike Garage, Melksham (Gompels warehouse)

PL/2025/06105 Land at Bowerhill Lane, Melksham (Old Love's Farm) 50 dwellings

PL/2025/06749 Land north of Bath Road, Melksham (adjacent to Melksham Oak school) 205 dwellings (site allocation in draft Local Plan for 135 dwellings)

We have been asking for a holistic review of this stretch of road, and a holistic review to the approach to the planning application on this stretch for some time, rather than a piecemeal approach by application; with different Planning Officers and different Highway Officers commenting on them.

We have just submitted new comments on the email below, to 3 applications, but note that these applications are also very close to the proposed A350 eastern bypass route, Melksham Oak school, and have been subject to a recent accident with life changing injuries (junction with Bowerhill Lane) and new LHFIG solutions to improve safety concerns.

Issue 09-24-27 Junction A365 with Bowerhill Lane, just implemented following accident
Issue 09-24-12 Junction A365 with Hornchurch Road, to be approved following scheme

design, same issue as accident at junction with Bowerhill Lane, evidence from covert cameras earlier in the year

Report on accident:

<https://www.bbc.co.uk/news/articles/c9qj983dn04o>

We hope that your will support these highway requests.

With kind regards, Teresa

Teresa Strange
Clerk & Responsible Financial Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700
www.melkshamwithout-pc.gov.uk

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Want to keep in touch?

Follow us on facebook: Melksham Without Parish Council or Teresa Strange (Clerk) for additional community news

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From: Fiona Dey <office@melkshamwithout-pc.gov.uk>

Sent: 05 December 2025 11:59

To: developmentmanagement@wiltshire.gov.uk

Cc: Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; kenny.green@wiltshire.gov.uk; nick.holder@wiltshire.gov.uk; Brown, Russell <russell.brown@wiltshire.gov.uk>; sasha.acourt@gompels.co.uk; sam@gompels.co.uk

Subject: Additional Melksham Without Parish Council comments on PL/2024/11426 Land to the South of A365 Bath Road and West of Turnpike Garage, Melksham

Dear Development Management,

Please can you add the following comments from Melksham Without Parish Council to PL/2024/11426 Land to the South of A365 Bath Road and West of Turnpike Garage, Melksham:

Melksham Without Parish Council have significant concerns about the safety of the A365 in this area. There are already road safety concerns relating to the safety of turning into/out of Melksham Oak Community School, Bowerhill Lane and Hornchurch Road, speeding and inappropriate overtaking. There are number of new developments, including this one, that need to be considered as part of a holistic review of the safety measures needed for the road including the cumulative impact of these new developments.

If Wiltshire Council is minded to approve this application, Melksham Without Parish Council would like the following conditions/s106 contributions to be included:

1. Funding contribution towards a holistic review of the safety measures needed on the A365
2. Funding contribution towards any engineering and traffic Regulation Orders (TROs) arising from the holistic review
3. Funding contribution towards reduction of the speed limit on the A365 outside Melksham Oak Community School to 20 mph at the beginning and end of the school day and during term time only.

Kind regards

Fiona

Fiona Dey
Parish Officer
Melksham Without Parish Council
First Floor
Melksham Community Campus
Market Place, Melksham
Wiltshire, SN12 6ES
01225 705700
office@melkshamwithout-pc.gov.uk
www.melkshamwithout-pc.gov.uk

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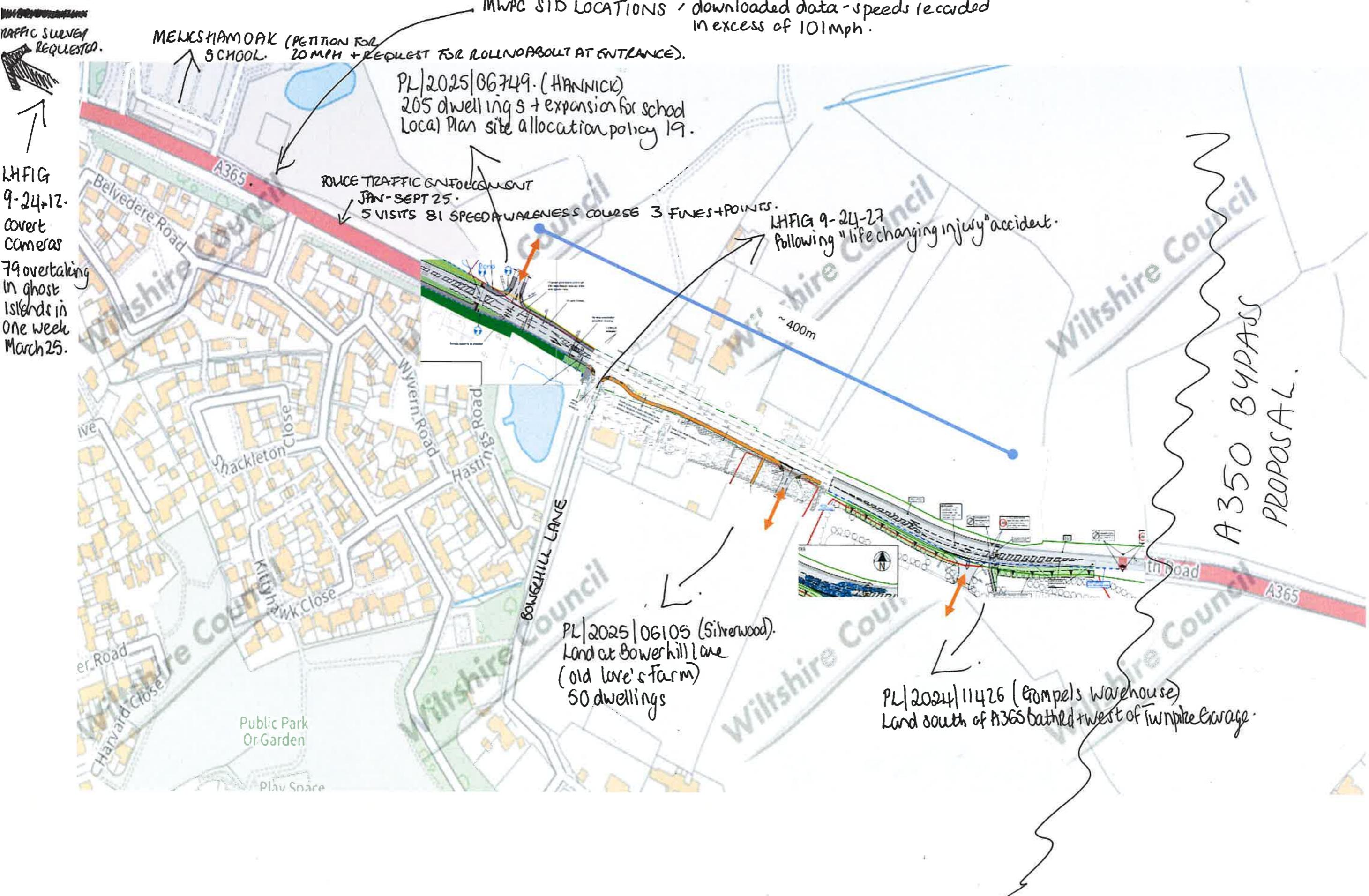
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MELKSHAM WITHOUT PARISH COUNCIL'S REQUEST FOR HOLISTIC REVIEW OF A365 BOWERHILL.

14/11/26.



From: [Graham Ellis](#)
To: [Mark Harris](#); [John Glover](#); [Kevin Davis](#); [saffi Rabey](#); [Emma Calland](#)
Cc: [ceo](#); [Teresa Strange](#)
Subject: Request for comment by 23.1.2026 - "Information at the Station" - GWR Customer and Community Infrastructure Fund
Date: 14 January 2026 10:15:44
Attachments: [mtug_dbn_report_v1.pdf](#)
[Community-Vision-Survey-2025-Report-3.pdf](#)
[Customer and Community Improvement Fund 2026 27 guidance booklet.pdf](#)
[stationstop.pdf](#)

Ladies and Gentlemen,

The printed timetables distributed in early December were hugely well received ... and it also confirmed what a great team of people will help / volunteer. As well as our team informing users and potential users, we on "stand duty" learned a great deal - and I have written that up for reference - attachment 1.

We are up from 3,000 train journeys a year to 60,000 - but it should be 250,000. And you'll see from the "intelligence" in the writeup, and other observation, that bus use too is growing and will continue to do so as other people use it, and the town grows too. The MTC [survey] of last autumn confirms the public desire for public transport and better information on it - attachment 2.

GWR has launched their "Customer and Community Infrastructure Fund for 2026/27" with an offer to help finance schemes which can deliver for the benefit of the community including rail customers - seed funding for the next financial year, with a whole load of "can" and "can't" conditions which the idea in the next paragraph seems to fit amazingly well. CCIF document is attachment 3.

The hut in the old yard just across from the station - now the station car park - was converted into a cafe just at the worst time when Covid struck, and never took off; other reasons in addition to the awful pandemic timing. The hut remains unused, with the structure though not the fittings of public facility, is accessible and includes an accessible loo and is close by the station on Wiltshire Council rather than Network Rail land. It is ripe - for use as a public transport information point, serving teas and coffee and selected packeted snacks, staffed by volunteers in done with / through MTUG - our nationally registered station friends group. I will keep this intro short - I have written up an outline project plan which is attachment 4.

I would like to have us apply for CCIF funding.

1. Supporting letters - as MTC / MWPC reps even as vague as "this is a good idea and fits with policy" will help back it up; there's no request in this email to commit to any funding or anything like that - BUT I am suggesting we might apply for small grants from both councils to match (not to 50% level) CCIF and to show that we have wider support. A one-liner from our Neighbourhood Plan expert ;-) too to say that it fits with the policies in there would be helpful too.

2. Please take a look through that 4th attachment (even if the rest are far too much to deal with in your busy schedules!) and let me know of any concerns / issues / additions / compromises - and / or phone or have a chat.

CCIF is notoriously (10 times) oversubscribed, but then I have bid once before and it was successful, and I think we have a much better than 1 in 10 chance - this looks like a rather good one and it's not for a huge amount. Worth us putting a decent case together for a

superb opportunity, but at the same time having an understanding that it might not happen, at least from this source. Work in making the case useful in its own right.

Graham

Graham Ellis - graham@sn12.net
Links via <https://www.sn12.net>
07974 925 928 / 01225 708225
48 Spa Road, Melksham SN12 7NY, UK

Attachment 1

Attachment 2

Attachment 3

Attachment 4 - the key one pulling the whole thing together:

"Information at the Station" [initial working title]

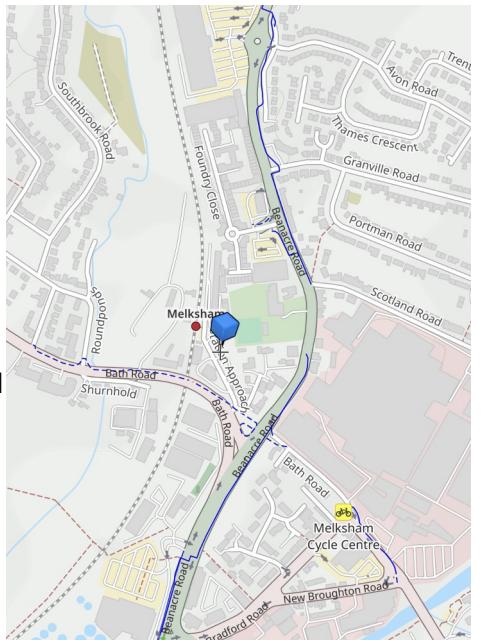
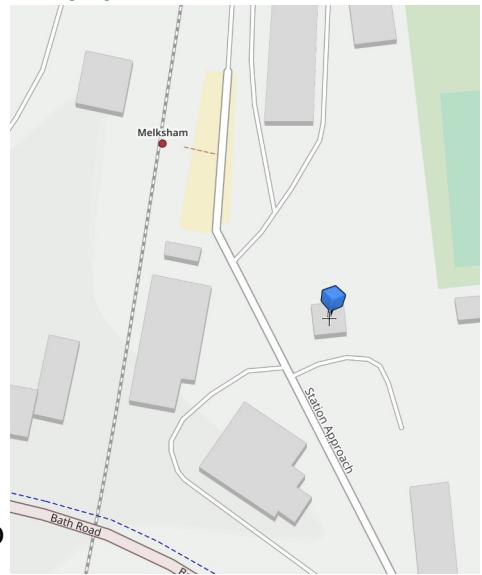
Preliminary management overview – 12.1.2026

This is an initial proposal for a volunteer staffed information point by Melksham Station, using the Wiltshire Council building beside the Station Car park on Station Approach. See maps.

This proposal aligns with many short and medium term aspirations, and is being suggested as a project / bid for CCIF (Customer and Community Infrastructure fund) funds for a seeding year. The idea has been on the back-burner for a number of years, learning from experience and the cafe that came at the wrong (height of covid) time - now is the time to give it a further serious thought.

CCIF is notorious in terms of being oversubscribed. **HOWEVER**, in preparing the following bullet points I am struck by just how well this project met each of their criteria. It does not step over the bounds out of the areas it supports.

It is my view that this is a "deliverable" with huge benefits for Melksham. Benefits not only in terms of rail passengers but also for the community around, supporting not only short but also medium term residents, visitors, and aligning with plans such as the neighbourhood plan and transport strategy. It provides an improved environment for public transport use and development for Melksham.



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Information at the Station – Bullet points for the project to consider

*** It will probably provide**

Information and personal assistance
Volunteer chat and companionship
Station adoption including help
Coffees, teas, and packeted snacks
Safety and safeguarding
Loo
WiFi
Warm waiting
Locally sources packet snack products
Feedback and feedforward point to operators

*** It will probably NOT provide**

Alcoholic beverages
Sales of other products, especially not tobacco
"Cordon Bleu" breakfasts and other food
Book club / book exchange
Charity collections
Outdoor seating / service
Ticket or other third party sales
Support for volunteers who are not freestanding
Substantial Literature / information beyond travel
Car boot sales, bicycle hire, drive in cinema

*** Its timeline could be**

By 23rd January 2026 - Request letter of support of this outline
By 31st January 2026 - CCIF bid and MWPC bid
Late March 2026 - result of CCIF bid to be expected and if success ...
Late July 2026 - formal opening / limited summer hours
From 1st September 2026 - daily hours

*** Its funding options for year 1 might include**

CCIF 1250
MTC 250
MWPC 250
CRN 500 (MTUG is the official "Station Friends" group)
MTUG 250
TW Maybe
WC Maybe
GWR That's CCIF
GBR Not yet formed
GoFundMe, etc
User income just a little
As a community group we have more ability to respond and flexibility than statutory elected bodies.

*** Its funding options for year 2 might include**

Coffees - 50 * 7 days * £3 * 5 served = £5000

Teas - 50 * 7 days * £2 * 3 served = £2500

Soft drinks - 50 * 7 days * £1.50 * 4 = £2500

Local suppliers / packaged? = £1000

With 50% of that going on supplies and rest on operating costs

*** Its Customers / beneficiaries would most likely include**

Rail Users

Tyre Changers

Van Drivers and bus(let) drivers

Volunteers / social life

Subway Painters

Upside yard work team, etc

Other businesses

*** We could look for support in kind from**

Wiltshire Council - assistant parking and rental

Graphic arms and web marketing

Expertise and knowledge / former cafe team

*** Our running expenses would include**

WiFi

Electrics

Credit card fees

Rates and water

Rent?

Supplies

Insurance

*** Our Capital Expenses would include**

Base equipment

(Cafe has been stripped out but basic decoration and some furniture remain)

(Accessible loo should remain in place)

*** As compared to previous operation we would look to save**

Staff Salaries

Food and drink licenses

Car park lease and maintenance costs and operator fees

Bicycle hire overheads

*** Our admin tasks would include**

Rotas

Safeguarding

Equality

*** Skills and support we have available include**

The Group - up to 10 on brochures; look at size of FoMAH

Running 24x7 local hotel

Running this Cafe (!)

Running volunteer project

Running community hall

Rail and public transport knowledge

There is a major difference between "interest" and being available regularly.

*** Hours - from Summer Holiday opening**

Open for service 06:40 - 10:30, 07:40 - 11:30 weekend

*** Jobs to be done and not forgotten include**

Gardening and maintenance

Cleaning

Stock taking and supply purchase

*** About the Building**

External approx 7.5m x 5.5m

Single Storey building with significant curtilage, renovated 2021

Disabled access and loo

Electricity, water, phone line from before

Maybe(?) solar panels and Defibrillator (no - stripped)

Security door and security compound

Secure gates on vehicular entrance but open to pedestrians

Poster Boards

*** Risks we are aware of include**

Availability and duration of lease

Failure to reach any of the targets above

Running out of volunteers; Safeguarding and suitability

Stock aging and stock security

Competition once link to Foundry Close is opened

TIC seeing us as competition

Shorter time to visit hub if we get a connecting town bus

Condition of building and unexpected expenses

The above version 0.9 is a first draft of ideas by Graham Ellis, chair of MTUG soliciting ideas and support in taking the opportunity forward through CCIF with that scheme asked for around £1250 of an initial £2500 budget. Please feel free to phone or email me on any matter – your inputs up to 23rd January will be most welcome in helping form the bid or deciding to give it a miss

Graham Ellis - graham@sn12.net
Links via <https://www.sn12.net>
07974 925 928 / 01225 708225
48 Spa Road, Melksham SN12 7NY, UK