

MINUTES of the Highways & Street Scene Committee of Melksham Without Parish Council held on Monday 26th September 2016 at Crown Chambers, Melksham at 7.45 p.m.

Present: Cllrs. Richard Wood (Council Chair), Alan Baines (Committee Chair), Paul Carter and Mike Sankey.

Cllr Brindle attended as an observer.

Officers: Teresa Strange (Clerk) and Jo Eccleston (Parish Officer).

Apologies: Cllrs. John Glover (Council Vice-Chair) and Terry Chivers.

Housekeeping: Cllr. Wood welcomed all to the meeting and explained the evacuation procedure in the event of a fire.

- 177/16 **Declarations of Interest:** Cllr. Carter declared an interest in agenda item 8a), highway improvements on the A350, having had site meetings with Mark Stansby, Wiltshire Council Highways Engineer, on behalf of a resident.

The Council agreed to suspend Standing Orders for a period of public participation.

- 178/16 **Public Participation:**

Two residents were interested in agenda item 6b) and wished to express their concerns over the volume of traffic and excessive speed in Woodrow Road. The resident stated that he had lived in Woodrow Road for 16 months and had observed the speed and level of traffic travelling on a road with lots of horse riders and cyclist and considers that speed calming measures are required, although he acknowledged that this would be costly.

Cllr. Baines explained the process of a road qualifying for Community Speed Watch via Metrocount results, and stated that although Woodrow Road did have a Community Speed Watch Group, it was not very successful as it relied upon volunteers, and at the times that they carried out checks there were not very many speeding drivers. He reported that the Parish Council were currently in the process of getting a SID (Speed Indicator Device) up and running and that Woodrow Road was an approved site with the correct metal poles for its erection. As a member of CATG (Community Area Transport Group) he considered it unlikely that speed calming measures would be approved, due to the cost involved and suitability of the road.

The Council re-convened.

- 179/16 **Wiltshire Council Highways Documentation:**

a) **Newsletters 7th July, 28th July and 21st August 2016:** The Committee noted these newsletters and that Jo Eccleston was the nominated Parish Council representative for the Parish Steward Scheme, that Andy Cadwallader was the Highways and Streetscene Engineer providing technical support and that Stuart Renfrew's role of Co-ordinator was no more. Stuart was now undertaking another role within the Highways Department.

Cllr. Carter queried the July newsletter which stated that areas of grass were litter picked prior to cutting, as he considered that this was not happening.

The Clerk reported that Wiltshire Council had instructed their contractor to cut down the 4 trees in Berryfield Park by the play area.

Cllr. Brindle reported that there were overhanging branches and overgrown foliage impeding sections of the public footpath and cycle path through Hornchurch Road, from the Melksham Oak School to the canal path.

Recommended: *This footway and cycleway to be added to the Parish Steward list requesting that the overgrown foliage is cut back.*

- b) **Change to Co-ordinator Role:** The Committee noted this document.
- c) **Clarification on Wiltshire Council Policy for Maintenance and Repair of Footways:** The Committee noted the response from the Highways Engineer and that 7 recordable defects had been found on the stretch of footway along Semington Road. These had now been programmed in for repair.

180/16 **CATG (Community Area Transport Group) Meeting, 21st July, 2016:**

- a) **Minutes of the CATG Meeting, 21st July, 2016:** The Minutes were noted.
- b) **Results of Westlands Lane Metrocount:** The Committee noted the results of the metrocount held between 11/07/2016 and 29/07/2016. The 85th percentile was travelling at 29.8mph and the average speed was 29.4mph. This means that it does not qualify for Community Speed Watch or SIDs.

181/16 **Resident's Requests for Issues for CATG:**

- a) **Traffic Calming on Halifax Road:** A resident had made a complaint about the increased speed of traffic travelling on Halifax Road around the corner by the entrance to Mitchell Drive. He considers this to be the direct result of the installation of double yellow lines on Halifax Road, which had previously meant that parked cars had slowed down the traffic; vehicles are now parking in the layby which he considers to be an additional concern. He was particularly upset as his cat had been run over and he had stated at the time that the yellow lines were installed that he believed this would cause traffic to speed. He would like to see traffic calming measures put in place similar to those further up Halifax Road outside of the primary school.
Cllr. Sankey reported that he lived opposite this resident and uses this stretch of Halifax Road at varying times of the day. He does not believe that there is an issue and that road calming measures are required. Cllr. Mills concurred with this view. **Recommended:** *The Council reply to the resident saying that they do not support this request as unfortunately they do not agree that there is a serious issue of speeding and that road calming measures would not be conducive with the bus route. Additionally, the layby in Halifax Road is for parking by all road users.*
- b) **Traffic Calming on Woodrow Road:** Cllr. Baines suggested that once a contractor had been approved to install the SID, that Woodrow Road should be the first location for its use. He stated that there was a perception that traffic calming measures would solve any speeding issues, but considered that this was not always the case, and cited Forest Road as an example of road calming measures that do not work effectively. **Recommended:** *Woodrow Road to be the first location in the Parish to use the SID device once an installation contractor has been approved.*
- c) **Deer Warning Signs on the A350, Beanacre:** It was noted that a resident of Beanacre had previously requested Deer signage and the Committee discussed whether this should be put forward through the Area Board as a CATG issue. It was felt that it would be more prudent at this stage to seek the advice from the

Highways Officer at the next CATG meeting to investigate whether some sort of evidence for its need is required.

182/16 **Parish Steward:**

- a) **List of Completed Tasks:** The Committee noted this list.
- b) **New Requests:** There were currently only two new items on the list. It was noted that one of the items on this list was the clearing of vegetation from the Whitley name plate in West Hill, but this was listed as complete. The Parish Officer will seek clarification on this. The hedge in Semington Road, Berryfield, from the Townsend Farm roundabout to the New Inn required cutting back, however this was the responsibility of the land owner and not Wiltshire Council. Cllr. Wood reported that the footpath on Semington Road from the police station over the canal bridge, where the road has been bypassed, was in a poor state of repair and that overgrown vegetation was forcing pedestrians into the road. This stretch of road was still on the bus route and used frequently by pedestrians. He questioned whether Wiltshire Council would continue to maintain this foot way now that the road had been bypassed. **Recommended: 1, The Parish Officer seeks clarification from the Highways Engineer on the issues of vegetation obscuring the Whitley name plate and the state of the footway over the canal bridge in Semington Road. 2. The Parish Officer to write to the landowner of the overgrown hedge on the footway in Semington Road, between the New Inn and the Townsend Farm roundabout, to request that it is cut back.**

183/16 **Highway Improvement Schemes:**

- a) **New Road Markings on A350 Dual Carriage Way at Townsend Farm Roundabout:** Cllr. Petty had expressed concerns over the new road markings which had been marked to show that when approaching from the eastern direction, drivers wishing to go straight on at this roundabout to continue on the bypass to the Farmers Roundabout, could use both lanes. Cllr. Carter reported that he had requested, on behalf on a resident, that road markings be installed on this roundabout to prevent drivers on the A350 blocking traffic wishing to emerge from Semington Road. This had gone to CATG and been approved. In addition to the roundabout being marked with a keep clear box to allow for this egress, the Highways Department had also marked the carriageways on the A350 in both the westerly and easterly directions. Approaching from a westerly direction there are now markings in the left hand carriageway directing traffic into the Town and the right hand carriage way directing traffic straight ahead to join the A350 on the other side of the roundabout. Cllr. Sankey considered that these new road markings were an improvement, stating that when approaching the roundabout from an easterly direction drivers had often gone in the right hand lane and driven completely around the roundabout to “jump” the queue in the left hand lane. He felt that as drivers could now queue in both lanes that this had improved tailbacks. Cllr. Wood felt that these markings had not made a huge amount of difference to moving traffic. Cllr. Baines advised that this new layout needed time to bed in and for drivers to become accustomed to it.
- b) **Right Turn into Church Street:** Cllr. Sankey reported that the SCOB (Shadow Community Operations Board for the Melksham Campus) had felt that a right hand turn into Church Street would alleviate traffic using the Campus, however, as there was no indication of when any work on the Campus would commence, this did not hold much weight. Cllr. Brindle felt that when there was a differential car parking fee scheme in place that this encouraged drivers to use other car parks in

Town rather than the one in Church Street, which in turn reduced the amount of traffic flow. Cllr. Wood considered that Wiltshire Council Traffic Engineering Team had made a good case in their report that a 4th phase of traffic lights would compound the issue of queuing traffic rather than relieving it. **Recommended:** *Cllr Baines to report at the next CATG meeting that the Parish Council does not support the idea of a right hand turn at Church Street.*

184/16 **Waiting and Parking Restrictions:**

- a) **Wiltshire Council Waiting & Parking Restriction Review:** The Committee noted the outstanding requests list for waiting restrictions for the whole of Wiltshire and that requests were not being considered in the Melksham area until the 2nd phase, not until at least April 2017.
- b) **Additional Restrictions on B3353 Outside Shaw School:** The Clerk gave an update. She had requested yellow vertical lines painted on the kerb in addition to double yellow lines to prevent parents from parking as this denotes no waiting at any time. She had received a response which stated that this would require a change in the road traffic regulation order and was not necessary as parents were not permitted to park on double yellows to drop off or collect their children. The Clerk had followed this up with Parking Services to ensure that this was how it was enforced. Parking Services had sent a response stating that “double yellow lines permit loading/unloading and you may also board and alight from the vehicle, but the driver must remain with the vehicle. Dropping children off at school is not considered loading and loading and parents are not permitted to leave the vehicle”. The Clerk had also queried whether the Parish Council could either employ their own traffic enforcement officer or contribute to the employment of one to enable additional enforcement to be carried out. She reported that parish and town councils were not permitted to employ their own enforcement officers as the Traffic Management Act 2004 is specific in only giving the powers to enforce to ‘Local Authorities’ and ‘Local Traffic Authorities’. **Recommended:** *The Parish Council request that Wiltshire Council carry out further waiting & parking enforcement at Shaw School.*
- c) **Parking outside Forest & Sandridge School:** The Clerk reported that she and Wiltshire Council Highways Officer Mark Stansby had watched the traffic flow and parking outside of Forest & Sandridge School at pick up time. They both considered that there was not really a traffic problem at present and the Clerk had explained that the school was expanding with a nursery opening in September 2016 and that the school was still not at full capacity (420 pupils) but had full intake for the Reception year in September and a possible school extension in the future. Mr. Stansby was happy to raise a Traffic Regulation Order to have white zig-zag lines installed on the road outside of the school to the corner of Verbena Court to allow for vehicular pull in places; at a later date when the traffic increased with the uptake at the school. It was noted that the police still enforced any breach of regulations regarding white zig-zag lines.
- d) **Request for Parking Restrictions at the Entrance to Westlands Lane, Beanacre:** A resident of Westlands Lane, Beancare wished to request the installation of double yellow lines on the entrance to Westlands Lane from the A350, stating that vehicles fully block the only pavement on Westlands Lane at that point. The committee noted that even if they supported this request, having reviewed the list of outstanding requests for parking restrictions across the County that it would be at least 2 years before Wiltshire Council would even consider such a request. Parked cars which are fully obstructing a footway preventing its use by

pedestrians is an offence and as such a police matter and could be referred to the NPT. It was noted that Police Inspector James Brain had been invited to speak at the October Full Council meeting and that the issue could be raised with him. Additionally, the new Beanacre Community Group could be asked to share this issue on social media sites. **Recommended: 1.** *The issue of parked cars at the entrance of Westlands Lane from the A350 to be raised with Inspector Brain at the Full Council on 12th October. 2.* *Beanacre Community Group to be asked to share this issue on social media sites.*

185/16 **SIDs (Speed Indicator Devices):**

- a) Quotations for SID Installation:** Three quotes had been received for the installation of the SID. The Town Council had stated that their two caretakers could erect and take down the SID, subject to their availability, and had quoted £100 per deployment. A quote had been received from a Wiltshire Council contractor for £487.32 per installation and there was a quote of £345 per installation from a private contractor. **Recommended:** *The Town Council to be asked to install the SID in the parish at a cost of £100 per installation. The Clerk to clarify the logistics of this arrangement.*
- b) Invoice to CATG for Allocated Funds for the SID:** The Clerk advised that she would raise an invoice to CATG to draw from allocated funds £224.96 for the cost of the batteries for the SID, plus the cost of a 4 way mains lead in order to be able to charge one complete set of batteries at the same time from Crown Chambers.
- c) Forward Planning for Use of SID:** The Clerk recommended arranging a meeting with the Town Council and Atworth Parish Council to organise a schedule of use of the SID. She suggested that dates were agreed for the year to avoid any ambiguity. **Recommended:** *The Clerk to organise a meeting with the Town Council and Atworth Parish Council to agree a schedule of use of the SID for the year.*

186/16 **Road Traffic Regulation Orders:** The committee noted the following Road Traffic Regulation Orders:

- a) Approved order for increase in speed limit, from 30mph to 40mph, on A3102 on the stretch of road past the former Forest & Sandridge School.
- b) A request from the Melksham Christmas Lights Group for temporary road closures on Saturday 3rd December for the Christmas Lights Switch On.

187/16 **Request for Eastern Bypass to be Included on Wiltshire Council's CIL and Wiltshire Infrastructure List:** A response had been received from Wiltshire Council which stated: The Clerk explained that this request had not been taken up by Wiltshire Council at the time as the request needed to be evidenced. The Clerk had therefore sent the information about the request for grant funding for developing a Business Case, as evidence of need; and received the following reply:
"The A350 Melksham Bypass Project was submitted by the Swindon and Wiltshire LEP to the DfT's Local Transport Majors Fund with the aim of securing funding to develop an outline business case for the scheme. It would be premature at this stage to place this on the Infrastructure Delivery Plan (IDP) given that the funding is about developing a business case, which in itself would help to develop the detail and evidence to support the need for an A350 Melksham Bypass, which in due course could be included in a future iteration of the IDP".

- 188/16 **Slow Down in your Community Stickers:** The Clerk reported that following numerous reports from residents and community groups about speeding in the parish, she had sent “Slow Down in Your Community Stickers” to a resident in Semington Road, the new Beanacre Community group and CAWS. She has requested an additional supply of these stickers from MCAP who had originally distributed them.
- 189/16 **Dates of Future Meetings:** The Committee noted the following meeting dates:
- Highways and Street Scene – 26th September 2016 with recommendations approved at Full Council on 10th October 2016 – CATG on 27th October 2016
 - Highways and Street Scene – 28th November 2016 with recommendations approved at Full Council on 5th December 2016 – CATG on 19th January 2017
 - Highways and Street Scene – 3rd April 2017 with recommendations approved at Full Council on 10th April 2017 – CATG on 10th April 2017
- 190/16 **Cleaning of Wiltshire Council Bus Shelters:** The Clerk reported that the Wiltshire Council Bus shelters had been cleaned today. The Committee noted that Andy Cadwallader, Wiltshire Council Highways, had no objection to the Parish Council cleaning their assets provided that the operatives were wearing the correct safety clothing and equipment and that members of the public were protected from water spray. The Clerk reported that she had received a quote to paint the bus shelter opposite the damaged one due to be replaced in order that they matched, for £850. It was noted that it was not that badly faded and as such the quote would not be accepted.
- 191/16 **Request from Town Council to Plant Crocus Bulbs at East of Melksham:** The Clerk advised that she had been approached by the Town Council who wished to arrange community bulb planting as part of a Rotary Club initiative. They had identified the East of Melksham approach to Melksham as a suitable site. As this area was being transferred under the Community Governance Review next year, the Parish Council had no objections.

Meeting closed at 9.30pm

Chairman, 10th October, 2016