

Royal Wootton Bassett and Cricklade Community Area Transport Group (CATG)

Date of meeting: Wednesday 18th December 2019. Cricklade Town Council offices.

Chair – Councillor Allison Bucknell

Meeting Notes:

1. Apologies:

Martin Cook - Wiltshire Council, Highways Engineer; Mary Champion - Wiltshire Council RWB North; Chris Hurst - Wiltshire Council, RWB South; Guy Rickett – Clyffe Pypard Parish Council

Attendees:

Chair – Councillor Allison Bucknell

Attendees: Bob Jones - Wiltshire Council, Cricklade and Latton; Jacqui Lay – Wiltshire Council, Purton; Mollie Groom, Wiltshire Council, RWB East; Steve Hind, Wiltshire Council Highways, Principal Engineer; Christopher Moncrieffe – Lyneham and Bradenstoke Parish Council; Mike Farrow – Royal Wootton Bassett Town Council; Diane Kirby – Tockenham Parish Council; Chris Hodgson – Cricklade Town Council; Deborah Bourne - Lydiard Millicent Parish Council; Phil Shepherd – Lydiard Millicent Parish Council; Ray Thomas – Purton Parish Council; Rose Love – Lydiard Tregoze Parish Council; Jane Vaughan – Wiltshire Council, CEM

2. The group discussed their experiences of the new approach to CATG being trialled in RWB&C which was introduced at the last meeting:

Parishes would check that their top 2 priorities are included in the Parish list. If they are currently not listed, they should be sent to Steve Hind before the next meeting.

ACTION for All

Original email will be resent to all Parish Clerks and RWB&C Wiltshire Council Members along with a call for outstanding Parish Priorities. (Original email attached to Minutes)

ACTION for JV

All new issues for consideration will come via the Town/Parish Council to Highways team for validation.

- Any issue which is not valid will not be accepted.
- If an issue can be dealt with by the Highways team without recourse to CATG, the Parish/Town Council will be notified of this and the issue will not go to CATG.
- All other valid issues will be logged by the highways team, given a reference number and passed back to the Town/Parish council for prioritisation.

Each Town / Parish will keep their own list of issues and notify CATG of their top two priorities.

CATG will have 5 active “Priority A” issues which will be worked on by the Highways team

CATG will also have up to 3 “Priority B” issues which can be worked on if there is a hold up on a Priority A issue.

Only the two priority issues for each area will be considered by CATG and there will be no discussion of issues outside the Priority A or B lists until an existing issue is complete and therefore a vacancy arises.

Selection of the next Priority A issue is through discussion with the members of CATG.

Publicly accessible notes of the CATG meetings will be taken.

Archiving of historic data

The “old” issues system still exists but is only accessible by Wiltshire Council officers. No history will be lost.

3. **News and Updates**

There were no updates.

4. **CATG Budget and Pavement and Footway Improvement Scheme**

A verbal update will be provided at the meeting. (See current budget at appendix A)

5. **Update on Priority A Issues:** (Please refer to note tracker – Appendix **B** – for updates.)

5083	10/01/2017	Issues at Crosslanes	Purton
5915	05/12/2017	Stone Lane Common Platt road erosion	Lydiard Millicent
6545	01/08/2018	Speeding vehicles Calcutt Street	Cricklade
5082	09/01/2017	Safety concern by Redhouse	Purton
11-19-03	09/09/2019	Parking along Garraways	RWB
6710, 6642, 6928		Improvement to belisha beacons – 3 locations	Lyneham, RWB, Cricklade

6. **Update on Priority B issues:** (Please refer to note tracker – Appendix **C** – for updates.)

There were currently no new additions to the Priority B issues.

7. **Prioritisation of issues**

To agree prioritisation of issues below should any priority A/B issues be completed

Priority List by Parish

PARISHES	PRIORITY 1	PRIORITY 2
Broad Town		
Clyffe Pypard & Bushton		
Cricklade	7107 & 7303 (Merge Issues, as linked) Damage to Horse Fair Lane & Lorries Parking on Calcutt Street	
Latton		

Lydiard Millicent	6077 Common Platt/ Washpool traffic calming	
Lydiard Tregoz		
Lyneham & Bradenstoke		
Marston Meysey		
Purton	6657 Car parking in bus stop	
Royal Wootton Bassett	11-19-02	
Tockenham		

8. Allison Bucknell explained that a new Minor signing scheme (to be paid for by Town/ Parish Councils) would now be operating in addition to the established schemes. These should be submitted to Highways (Steve Hind) as an integrated transport request scheme.

9. **Date of Next Meeting**

18th March 2020, 18:00 for 18:30 Cricklade Town Council Offices

November 2019 update

£14,205.00 CATG ALLOCATION 2019-20

£28,078.00 2018-19 underspend

£2,000.00	Purton PC for Widham Bridge
£2,000.00	Lydiard M PC for Stone Lane
£700.00	Purton PC for vehicle count at Cosslanes

Total Budget

£46,983.00

Purton Widham bridge traffic calming	4000 Estimate. PC contribution £2000 (50%)
Purton, Crosslanes Junction feasibility report	5000 Estimate (Total estimate £10k. 50% from central highways)
BroadTown SID posts	1000 Estimate
Purton, vehicle count at Crosslanes	700 Estimate. PC contribution (100%)

Lydiard M - Stone Lane/ Common Platt junction 4000 Estimate

Total	£14,700.00
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Remaining Budget	£32,283.00
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Cricklade High St/ Calcutt St - speed limit repeater signs
Purton Church Lane pedestrian crossing improvements
Wootton Bassett Garraways waiting restrictions
Various locations Zebra Crossing belisha upgrades

Appendix B: Note Tracker - ACTIVE ISSUES:

Top 5 Priority Schemes (A List)				
	Item	Latest Update	Actions and recommendations	Who
a)	Issue 5083 PURTON: Submitted 10/01/2017 Road priorities at Tadpole Lane, B4533 and the C70	<p><i>At the CATG meeting held on 05/06/2019 officers reported that traffic counts had been undertaken and the Parish rep. confirmed that Purton Parish Council had agreed to cover that cost. Atkins had been asked to undertake a feasibility study to look at potential schemes at this junction and to provide a couple of options for the group to discuss at the next meeting. This would cost in the region of £10,000. Central funding was available to cover 50% of this cost and it was decided to recommend the remaining 50% be funded by the CATG. At the Area Board held on 3rd July 2019 it was recommended and agreed that the Area Board allocate £5,000 from the CATG budget towards a feasibility study.</i></p> <p>Results of feasibility study received. PC's to meet to consider the most appropriate way to move forward including seeking support from land owners.</p> <p>Once agreement is reached, the CATG would:</p> <ul style="list-style-type: none"> - Request a detail design cost estimate from consultants.(design funded by CATG) - Discuss finances for detail design. 	<p>Purton and Cricklade Parish Councils had met and there had been unanimous agreement that option 1A should be implemented.</p> <p>Notes of that meeting would be sent to SH.</p> <p>Officers would now create a design cost estimate for the CATG to consider.</p> <p>Area Board to note</p>	<p>BJ</p> <p>SH</p> <p>AB</p>
b)	Issue 5915 LYDIARD MILLICENT: Submitted 05/12/2017 Road layout and verge erosion at the junction bottom Stone Lane/Common Platt	<p><i>At the CATG meeting held on 05/06/2019 officers presented a potential scheme including signage and markings. It was anticipated that this could cost a maximum of £4K The parish council had previously set aside monies to contribute 50% (so long as this does not exceed 5K in total) At the Area Board held on 3rd July 2019 it was recommended and agreed to move this work forward.</i></p> <p>SH has produced a scheme with signage and markings agreed by the PC– SH anticipated this could cost a maximum of £4K</p> <p>The parish council had previously set aside monies to contribute 50% (so long as this does not exceed 5K in total)</p>	<p>It was hoped that this scheme would be completed by the next meeting.</p> <p>Area Board to note</p>	<p>AB</p>

		<p>Current progress – road markings being undertaken in conjunction with other schemes to share expensive establishment costs. This element should be complete during December.</p> <p>Signing programmed for 20th January.</p>		
c)	<p>Issue 6545 CRICKLADE: Submitted 01/08/2018</p> <p>Speeding vehicles Calcutt Street</p>	<p><i>At the CATG meeting held on 5/06/2019 – it was recommended that the Area Board moves this issue to the priority list. (Work required to Additional 20mph signage and repeaters) This was agreed by the Area Board at its meeting of 3rd July 2019.</i></p> <p>Proposal sent to Cricklade Town Council for consideration.</p>	<p>Cricklade reps reported that the Town Council was not in favour of the new proposal. A discussion took place and it was decided to recommend the Area Board moves the proposed scheme forward with additional roundels. This would be paid for in total by the CATG.</p> <p>Recommendation: that the Area Board considers allocating funding and moving forward the proposed scheme with additional roundels.</p>	AB
d)	<p>Issue 5082 PURTON Submitted 09/01/2017</p> <p>Safety concern by Redhouse</p>	<p><i>This issue was discussed at the CATG meeting held on 05/06/2019 – Discussion suggested an enhanced crossing may be required. However, the matter is awaiting prioritisation before any further action is taken.</i></p> <p>SH has discussed on site with PC and is currently preparing a road marking proposal.</p>	<p>SH would complete road marking proposal to discuss with the Parish Council and then report back to the next meeting.</p> <p>Area Board to note.</p>	SH AB
	<p>11-19-03 ROYAL WOOTTON BASSETT Submitted 09/09/2019</p> <p>Parking issue along Garraways and Roebuck Close</p>	<p>Site meeting and discussion undertaken with Town Council.</p>	<p>RWB rep reported that the Town Council was keen to implement double yellow lines – officers were not convinced that this is the best solution as it would shift the problem to a different area.</p>	

			<p>It was felt that Garraways was not so difficult but Roebuck Close was more important.</p> <p>SH would put a proposal to the Town Council and if they are in agreement then it will be advertised. It was noted that this was potentially a lengthy process.</p> <p>Area Board to note</p>	<p>SH</p> <p>AB</p>
	<p>Issues 6710, 6642, 6928</p> <p>Improvement to belisha beacons at 3 locations</p>	<p><i>6710 - At the CATG meeting held on 05/06/2019, the PC rep reported that the Parish understood a Pelican Crossing would be cost prohibitive -suggestion that improved lighting could be implemented (eg. Halos on the existing beacons)) Officers were requested to look at costings, Parish Council rep reported that the PC had agreed to contribute up to £2,000.</i></p> <p><i>6642 - At the CATG meeting on 05/06/2019 and Area Board meeting on 3rd July 2019 it was noted that, Cllr Hurst had reported that RWB Town Council had agreed to contribute 25% towards a solution.</i></p> <p>Consideration has been given to the improvement to belisha beacons at A3102 Lyneham by the MOD entrance, Station Road, RWB and Calcutt St, Cricklade.</p>	<p>Lyneham – suitable for an upgrade to brighter beacons – cost for 4 globes = £4,800 (PC had agreed to contribute £2,000). Implementation to be progressed.</p> <p>RWB – suitable for an upgrade to brighter beacon – cost for 2 globes = £2,400. (RWB TC would be asked to consider contributing £1,000). It was also noted important to ensure that visibility of the globes is not affected by existing vegetation.</p> <p>Cricklade, Calcutt Street – not considered to be of any particular benefit. It was felt that 2 other crossings should be reviewed. The Town Council was asked to submit a new issue and confirm a potential</p>	<p>SH</p>

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			<p>contribution. The previous issue would be closed.</p> <p>Recommendation: Area Board to allocate funding to work in Lyneham and Royal Wootton Bassett.</p>	<p>BJ/CH</p> <p>AB</p>
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Appendix C: Note Tracker – Priority B ISSUES:

Substitute Priorities (B List)				

Appendix D: Minor signing schemes to be paid for by Town/ Parish Councils

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