

**Minutes of the Property and Amenities Committee Meeting held at
Corsham Town Hall on Wednesday 16 November 2022**

Present Councillor T Ellis (Chair)
Councillors S Abbott, N Brakspear, J Brook and A Brown.

Attending Online Councillors A Crockford and J Roberton.

In Attendance D Martin (Chief Executive)
J Whittleton (Head of Technical Services)

P&A 1/22 Apologies

Apologies were received from Councillors H Belcher and G Ward.

P&A 2/22 Declarations of Interest

None.

**P&A 3/22 Matters Arising from the Notes of the informal Property & Amenities
Committee meeting held remotely on 27 September 2022**

Councillor S Abbott asked if there was any update on efforts to install new equipment at the Little Play Area – Katherine Park. The Head of Technical Services stated that the specification was ready to go and would be placed on Contracts Finder as soon as the leases for the play areas had been signed by both parties. He added that inclusive play equipment was included in the specification.

**P&A 4/22 Public Realm RIBA Stage 2 (*Notes of the informal P&A Meeting 27
September 2022 – Agenda Item 4*)**

Consideration was given to a Consultants' Brief Response (Fee Proposal) for RIBA Stage 2 of the public realm project centred on Newlands Road.

Issues discussed included:

- That following the completion of RIBA Stage 2 the Town Council would be in a good position to demonstrate what it hoped to deliver and to apply for funding from central government;
- That the £59,126 Atkins had quoted for Stage 2 represented a small percentage of the potential overall cost of the project (estimated £2,230,000);
- That there was no guarantee that the Town Council would be successful when applying for government funding;
- That the project received quite a bit of public support during the consultation in December 2021;

- Efforts to introduce a 20mph zone in Corsham and overlap with the public realm project; and
- Materials to be used on the proposed raised crossings.

Resolved:

- To accept Atkins' Fee Proposal and to go ahead with RIBA Stage 2 based on Atkins' Consultants' Brief Response.
- To discuss with Atkins and Wiltshire Council's Traffic Engineering Manager the overlap between the public realm project and efforts to implement a 20mph zone in Corsham.

P&A 5/22 Park Lane Workshop (*Notes of the Informal P&A Meeting 27 September 2022 – Agenda Item 5*)

The Head of Technical Services gave an update on the workshop project.

Wiltshire Council's Planning Department had now received all the additional information that had been asked for: the revised allotment parking plan, an ecological net gain assessment and the lighting strategy. The Town Council was hopeful that a decision would be made soon.

Resolved:

To note the update.

P&A 6/22 Springfield Skate Park, Corsham

Representations were received from three members of the public supporting a redesign of the Springfield skate park. They stated that the current design was starting to look very tired and that there were a number of people in the community who were willing to assist with a redesign and had the skills to make a useful contribution.

The Head of Technical Services stated that this item appeared on the agenda following discussions with skate park users about the condition of the current facility. He had spoken with a skate park installer and Skateboard GB about procurement. Undertaking an upfront tender process to choose a preferred contractor was now the suggested method of procurement. The preferred contractor would then work with the community to produce a design, deal with any planning issues and apply for funding. The Head of Technical Services had undertaken some consultation with skate park users, to ascertain the demand for a redesign and to ask if anyone was interested in taking part in a user group to assist the contractor. The Town Council had received a lot of replies from interested residents. The Town Council had received a 388 signature petition in support of a redesign and a number of people had written to say they would be willing to help out with the project. The Head of Technical Services was seeking the Committee's support to allocate some time towards developing the project;

looking further into the procurement process; speaking to SkateboardGB and making contact with other Council's who had recently undertaken similar projects.

It was mentioned that an informal group was already interested in redesigning the nearby BMX track. As there was some synergy, it was felt that the site design for Springfield should be considered as a whole.

Resolved:

That the Head of Technical Services allocates time to consider how the procurement for a skatepark design might work; contacts Skateboard GB for support and advice; makes contact with other councils who had recently undertaken an upfront tender process to procure a skate park, and works with those interested in helping work on the potential project.

P&A 7/22 20mph Limits in Corsham and Neston (*Notes of the informal P&A Meeting 27 September 2022 – Agenda Item 8*)

The Head of Technical Services informed the Committee that he had communicated the Council's wish to go ahead with the 20mph scheme in Neston. He had spoken to the Senior Traffic Engineer who had stated that the Traffic Regulation Order work would take 8-12 weeks to complete, and that implementation would be in the spring.

The Committee considered correspondence from Wiltshire Council's Traffic Engineering Manager concerning the next steps to be taken if the Town Council wished to pursue a zone rather than limits in Corsham. He had stated that zones would require horizontal and vertical deflections where the average traffic speed has been found to be in excess of 24mph. He stated that such initiatives can prove to be divisive amongst residents and he advised undertaking consultation to ensure residents who might have traffic calming installed near their homes were content before the Town Council proceeds further.

Resolved:

To undertake consultation with residents in Corsham about the extent of any 20mph zone/limit and the possibility of traffic calming.

P&A 8/22 Update on Local Highway Improvement Group Issues (*Notes of the Informal P&A Meeting on 27 September 2022 – Agenda Item 9*)

The LHFIG had asked for some more information from the Town Council on a number of issues:

- i. Lacock Road Zig Zags: The LHFIG had pointed out that no legal order was made when the markings were put down and that the Town Council would need to inform the LHFIG if it wished for this to happen.

Resolved: To ask the LHFIG to make a legal order so that enforcement action could take place and to contribute 25% of the cost up to £1,000.

- ii. Potley Road Speeding and Congestion: The LHFIG had asked the Town Council to consider what measures it would like to see to combat speeding. They had pointed out that the speed limit was 30mph and a 20mph limit might not be appropriate at that location. The Committee noted that the link from Portland Rise to Potley might provide an opportunity for some traffic calming.

Resolved: To inform the LHFIG that a horizontal deflection with a one way priority might be appropriate. It might be possible to tie this work in with the proposed link from Portland Rise to Potley.

- iii. Bradford Road Speed Limit Assessment: The Committee noted that Box Parish Council had withdrawn funding for the project and that lowering the speed limit would not take place this financial year.

Resolved: To note the update.

P&A 9/22 Requests for Highways Improvements and Traffic Surveys (Notes of the informal P&A Meeting 27 September 2022 – Agenda Item 9)

- i. Lanes End, Gastard – Request for a 20mph limit or Quiet Lane status.

Resolved: To send the issue forward to the LHFIG to consider further.

- ii. Pound Pill – Request to reset kerb stone and resurface pavement.

Resolved: To send the issue forward to the LHFIG to consider further.

- iii. Lypiatt, Neston – Request to review speed limit between Elley Green and Dicketts Road.

Representations were received from a local resident who called for the speed limit from Dicketts Road to Elley Green to be reduced to 30mph. He stated that he was aware of six serious accidents and had regularly witnessed near misses by the bend near the Cotswold Services Centre. He stated that the pavement was regularly used by walkers and that people often crossed the road at this point. He had submitted a request for the speed limit to be reviewed some time ago but felt nothing had been done. He added that he thought that the introduction of 20mph in Neston would make the situation worse as motorists would accelerate when leaving the village.

The Head of Technical Services stated that the request submitted by the resident was still in the LHFIG system and that two metro counts had been submitted as the first step in the work that needed to take place. He stated that the residents' attendance might serve to show Councillors (including

those who attend the LHFIG meetings) that the issue was still causing concern.

Resolved: To write to the Chair of the LHFIG and the Traffic Engineer who supports the Group to state that the Town Council still supports a review of the speed limit at this location and that it would be opportune to look at this now that a decision has been made on 20mph.

- iv. Pickwick Road, Corsham – Request to consider safety concerns caused by lorries unloading along Pickwick Road.

It was noted that if lorries were to be asked to unload around the corner, Martingate would need to be approached to gain permission and allocate a space for this to happen.

Resolved: To send the issue forward to the LHFIG, adding that a physical barrier (such as bollards) and a traffic regulation order to prevent loading and unloading might be the solution.

P&A 10/22 Update on Speed Indicator Devices (*Notes of the informal P&A Meeting 27 September 2022 – Agenda Item 11*)

Consideration was given to the data collected from the SID's.

Issues discussed included:

- The large number of vehicles exceeding 60mph at both Prospect and Velley Hill; and
- That it would be useful to present the data with a map, rather than a photograph of the location.

Resolved:

To send the latest data from Prospect and Velley Hill to the Police.

P&A 11/22 AutoSpeedWatch

Consideration was given to the purchase of an AutoSpeedWatch unit. AutoSpeedWatch can be used to identify vehicles that are persistently or particularly fast. It is solar powered and only operates during daylight hours. It records number plates of persistent speeders and the data is collated, prioritised by severity and can be sent to the Police. It allows the Police to take further action if necessary, such as writing to the registered keeper of the vehicle of deploying their own Speed Enforcement Units at specific places and times. The unit effectively operates as a full time (at least during daylight hours) community speed watch team.

Issues discussed included:

- That the unit could be used at Velley Hill, Gastard, where there has been an ongoing issue with speeding.

Resolved:

To purchase an AutoSpeedWatch unit.

P&A 12/22 Corsham Cycling Strategy – Review of Priorities

Consideration was given to a proposal to amend some of the project priorities to enable progress with schemes in 2022/23. The main elements of the proposal included:

- Making Pockeridge Drive a priority so it can all be carried out in one phase;
- Making funds allocated for a mountain biking facility available for use on the Springfield BMX/pump track as it is likely to happen first; and
- Carrying out the youth network/cycling club projects and cycle maintenance/safety equipment from 2023/24 as this work is dependent on volunteers.

Issues discussed included:

- That Pockeridge Drive is part of the Corsham Link and that it would be good to improve a section of this route

Resolved: To approve the amendments to the priorities in the Cycling Strategy.

P&A 13/22 Service Devolution and Asset Transfer

The Chief Executive stated that Wiltshire Council had recently approved a new policy on Service Devolution and Asset Transfer. The new policy suggests that town councils would be obliged to take over all assets and services listed in the policy and that there would be no ability for town councils to opt out of certain elements. If the Town Council were to take over services such as street cleaning, litter picking, bin emptying and fly-tipping removal, it would have a significant impact on the budget: raising it by at least £100,000 per year.

Issues discussed included:

- That the Town Council could continue to run top-up services at a lower cost and still achieve the results it sought;
- That there was little incentive for town councils to take over services such as street cleaning;
- That Salisbury City Council had recently been forced to raise its precept significantly after taking over services from Wiltshire Council; and
- Whether it was possible to enter into a discussion with Wiltshire about omitting some services.

Resolved: To enter into discussion with Wiltshire Council about Service Delegation and Asset Transfer, but to walk away from discussions if the ‘all or nothing’ approach was vigorously pursued.

P&A 14/22 Property and Amenities Draft Budget Proposals and Fees and Charges

The Chief Executive presented a report on the draft Budget Proposals and Fees and Charges for 2023/24. Issues discussed included: the overall increase in the committee’s draft budget was around 1.6%; energy costs were increasing significantly, and there was a need to use some of the budget towards

refurbishment of the Town Hall clock in the current financial year, involving a top-up contribution to the Methuen Hall Trust.

Agreed:

- i. That the draft budget proposals and service developments for 2023/24 be approved for consideration by the Finance and Administration Committee, before final approval by the Full Council.
- ii. That the recommended fees and charges for 2023/24 be approved.
- iii. That the Town Hall Clock refurbished in the current financial year, requiring a transfer of funds to the Methuen Hall Trust.

P&A 15/22 Annual CCTV Report 2021-22 (*Notes of the informal P&A meeting 24 November 2021 – Agenda Item 15*)

Consideration was given to the Annual CCTV Report.

Issues discussed Included:

- That the camera stationed in Springfield was able to zoom in on a specific area, though this does leave other areas uncovered; and
- The desire for CCTV coverage in the High Street and that Martingate had been doing some work on this.

Resolved:

- i. To note the Report.
- ii. To speak with the PCSO about moving the Springfield camera to focus on the Valley Road entrance.

The meeting began at 7.30pm and ended at 9.33pm. There were two members of the public present and three members of the public online at the start of the meeting and none at the end.

CHAIRMAN

DATE