

**Minutes of the Property and Amenities Committee Meeting held at  
Corsham Town Hall on Wednesday 18 January 2023**

<b>Present</b>	Councillor H Belcher (Vice-Chair) Councillors S Abbott, N Brakspear, J Brook, A Brown and G Ward.
<b>In Attendance</b>	Councillor S Senior J Whittleton (Head of Technical Services)
<b>In Attendance Online</b>	Councillor A Crockford (Committee Member) Councillor T Ellis (Committee Member) Councillor A Mackie Councillor J Robertson (Committee Member)

**P&A 16/22 Apologies**

There were none.

**P&A 17/22 Declarations of Interest**

There were none.

**P&A 18/22 Matters Arising from the Minutes of the Property & Amenities Committee  
meeting held on 16 November 2022**

The Committee noted the following:

- That the Area Team Leader at Wiltshire Council's Planning Department had been contacted about when the Council could expect a decision on the workshop proposal. They had indicated that a decision should be reached in a few weeks;
- That work to draw up a consultation exercise on 20mph zones/limits in the town centre would begin soon; and
- That the Head of Technical Services had made contact with Skateboard GB to talk about tender exercises to procure skate parks.

**P&A 19/22 Public Realm RIBA Stage 2 (*Minute P&A 4/22 and others*)**

Atkins had confirmed that they were now ready to start RIBA Stage 2 of the public realm project centred on Newlands Road. The Committee was asked to appoint Councillors to attend stakeholder meetings and to form a Public Realm Working Group for RIBA Stage 2.

**Resolved:** That Councillors S Abbott, H Belcher, T Ellis, S Senior and G Ward be appointed to attend stakeholder meetings and to form a Public Realm Working Group for RIBA Stage 2.

**P&A 20/22 Installation of New Play Equipment in the Little Play Area, Katherine Park  
(Notes of the Informal P&A Meeting 27 September 2022 – Agenda Item 7)**

Tenders to install new play equipment at the Little Play Area were expected by 27 January. The Committee was asked to appoint councillors to help evaluate tenders and select a contractor.

**Resolved:** That Councillors S Abbott, H Belcher, A Brown and J Robertson be appointed to evaluate tenders and select a contractor to install new play equipment at the Little Play Area.

**P&A 21/22 Update on Local Highway Improvement Group Issues (Minute P&A 8/22 and others)**

The Committee received an update on the following LHFIG issues:

Elley Green build out:

Works had been completed. The Senior Traffic Engineer would be visiting the site soon to see if road markings were required. Two bollards had been ordered for this location which would be placed on the build out.

Neston 20mph:

The Traffic Regulation Order was being prepared. It should be advertised in February or March.

Station Road Planter:

The planter was now in place. It was due to be moved slightly in the next week or so.

Lacock Road Verge:

The topographical survey had been completed and the Senior Traffic Engineer had an action to prepare a design for a substantive bid. The zig-zag road markings would be added to the annual TRO list.

Park Lane Speeding:

The results of the speed limit assessment were due back at the end of January.

A4 junction at Middlewick Lane:

The pedestrian survey had shown that there were not sufficient pedestrian movements to warrant a formal crossing. The Senior Traffic Engineer was due to organise a site visit to see if an informal crossing could be installed.

A4, Cross Keys:

The Traffic Engineering Manager had confirmed that a decision would be produced shortly.

Potley Lane Speeding/Congestion:

Now that a Speed Limit Assessment was not required, the LHFIG had asked the Town Council to put forward a solution for this area.

Gastard, Velley Hill:

The Senior Traffic Engineer was due to undertake a site visit to see if an engineering solution could be found. A draft policy on Autospeedwatch and Speed Indicator devices was out for consultation.

Parking outside Londis, Pickwick Road:

The LHFIG had referred the issue to Parking Services.

**Resolved:**

- 1) That the Head of Technical Services produces a response on behalf of the Town Council to the consultation on Autospeedwatch and Speed indicator Devices.
- 2) Councillor H Belcher to organise a site visit with the Senior Traffic Engineer to look at congestion issues at Potley Lane.
- 3) Councillor H Belcher to ask the Senior Traffic Engineer for a copy of all correspondence between Highways and Parking Services on the parking outside Londis issue.

**P&A 22/22 Requests for Highways Improvements and Traffic Surveys (*Minute P&A 8/22 and others*)**

- i. Pound Pill, Corsham – Request to re-paint road markings, install traffic lights and a 20mph limit.

Issues discussed included:

- That the re-painting of road markings was a maintenance rather than improvement issue;
- That the area already formed part of the Town Council's 20mph proposal; and
- That there had been work done on a travel to school plan at this location before the pandemic.

**Resolved:**

- 1) To request that the road markings be re-painted through the MyWiltshire app.
- 2) To ask whether the travel to school plan work had produced any recommendations.

- ii. Cresswells, Corsham – Request to reduce step height.

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

**P&A 23/22 Update on Speed Indicator Devices (*Minute P&A 10/22 and others*)**

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

Issues discussed included:

- That the data from the two Gastard sites had been sent to the Police; and

- The need to ascertain whether there was regular speeding at a certain time of day and to give this information to the Police.

**Resolved:**

To note the report.

**P&A 24/22 Strategic Plan Objectives TH1, TH2 and TH3 Transport and Highways and CW3 Community Wellbeing**

The Committee was asked to appoint Councillors to work with staff to prepare a consultants' brief, which would be used to commission a Transport Plan for Corsham by the end of 2023.

**Resolved:** That Councillors S Abbott, H Belcher, A Brown, A Crockford, J Robertson and G Ward be appointed to assist in the preparation of a consultants' brief.

**P&A 25/22 East of Bath Feasibility Study**

Consideration was given to the Feasibility Report, produced by Bath and Northeast Somerset Council, which examined the potential for a 'link and ride' scheme between Chippenham and Bath. A link and ride scheme differs from a park and ride scheme as it has multiple interchange points along the route, rather than a single site. The Feasibility study looked at the potential for interchanges at Chippenham, Corsham, Rudloe, Box, Ashley and Bathampton/Batheaston. The aim of the scheme would be to reduce car journeys into Bath and help B&NES become carbon neutral by 2030. B&NES Council was due to hold a meeting with Wiltshire Council in January to discuss the scheme and aimed to undertake stakeholder engagement early this year.

**Resolved:** To note the Feasibility Report and to ask officers to ensure that the Town Council is included in any stakeholder consultation.

**P&A 26/22 Air Quality Monitoring (*Minute P&A 29/20*)**

**Resolved:** To defer the item until the next meeting.

**P&A 27/22 Grounds Maintenance Contract**

Consideration was given to extending the grounds maintenance contract for one year, in order to allow the production of a new specification, taking into account new areas covered by Service Delegation and Asset Transfer and the forthcoming Biodiversity Action Plan.

**Resolved:** To extend the grounds maintenance contract for one year.

The meeting began at 7.30pm and ended at 8.29pm. There were no members of the public present.

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CHAIRMAN

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DATE