

**Minutes of the Property and Amenities Committee Meeting held at
Corsham Town Hall on Wednesday 27 March 2024**

Present Councillor J Brook (In the Chair)
Councillors S Abbott, N Brakspear, J Robertson and R Williams

In Attendance J Whittleton (Head of Technical Services)
Councillor A Brown
Wiltshire Councillor D Walters

In Attendance Online Councillor A Mackie

P&A 68/23 Apologies

Apologies were received from Councillors H Belcher OBE, T Ellis and G Ward.

P&A 69/23 Public Question Time and Petitions

None received.

P&A 70/23 Declarations of Interest

There were none.

P&A 71/23 Matters Arising from the Minutes of the Property & Amenities Committee meeting held on 24 January 2024

There were none.

P&A 72/23 Pockeridge Road Play Areas (*Minute P&A 59/23 and others*)

The Head of Technical Services gave an update on efforts to improve the play areas at Pockeridge Road. He stated that the evaluation of tenders took place on 20 February and that four companies had submitted proposals. Wicksteed had emerged as the preferred company and an order had been placed for the works. It was likely that the installation of the new equipment would take place in May or June 2024.

Resolved

To note the update.

P&A 73/23 Grounds Maintenance Contract (*Minute P&A 67/23 and others*)

The Head of Technical Services informed the Committee that tenders for the Grounds Maintenance Contract were considered on 12 March 2024. Five companies had submitted tenders and Idverde had submitted the most considered and cost-effective proposal and had therefore been awarded the contract. The five-year contract would start on 1 April 2024.

Resolved

To note the update.

P&A 74/23 Public Realm Update (*Minute P&A 36/23 and others*)

The Head of Technical Services gave a brief update on the public realm project centred on Newlands Road. The Town Council's RIBA Stage 2 plans had now been considered by Wiltshire Council's Active Travel Delivery Group. Unfortunately, there was no new funding available for the project that the Group could direct the Town Council to. However, the National Bus Strategy Manager had expressed support for the plans and had stated that she would be keen to link up with any future funding bids for the scheme. She was particularly pleased with the proposed public transport improvement outlined in the plan.

Consultation with residents of Moxhams and Wyvern House had taken place between 12 and 26 March. The Town Council had written to over 30 households, asking them if they would support the Town Council constructing a drystone wall and planting native hedging along the frontage of both buildings and asking whether they had any other questions/comments. Seven responses had been received, all in support of the proposal. Those who had responded commented that the proposals would afford residents more privacy, would stop non-residents walking across this area and would improve the look and feel of the area. There was one comment expressing concern about the maintenance of the wall and hedge and the impact this might have on the service charge that GreenSquareAccord charge their tenants.

Issues discussed included:

- That the proposals would give residents more privacy and would give the buildings more of a private residential look;
- That the impact on the residents' service charge should be relatively small (negligible if the cost was spread over the Corsham area); and
- That the type of hedging would be important to ensure it looked smart all year round.

Resolved

To go ahead with the proposals (subject to the agreement of GreenSquareAccord) and to agree to maintain the hedge for 3-5 years until it is established.

P&A 75/23 Workshop/Welfare Facilities for the Town Council's Grounds Team and Delivery of the Park Place Allotments

The Head of Technical Services gave an update on some preliminary work, to look into the possibility of improving the Grounds Team's welfare facilities (in Arnold House), workshop facilities (at the Guide Hut) and yard space (using the existing yard and some of the Arnold House garden). He stated that he had met with the Chief Executive to discuss possible improvements and to take a look at the area. In time, a specification would be produced for potential improvements to the Guide Hut/Arnold House which would be shared with the Committee.

The Head of Technical Services reported that he had also drawn up a list of deliverables for the Park Place allotments, with a view to taking forward this element now that the Park Place workshop project had been halted. He had been through the conditions contained in the planning permission and could not see anything that would prevent the Town Council taking forward the allotments on their own. However, he would be contacting Wiltshire Council's Planning case officer to check.

Issues discussed included:

- That the work that had taken place was only an initial scoping exercise and that no decisions had been made to either retain Arnold House or to use part of it for improved Grounds Team facilities; and
- That the workshop part of the Park Place site could be used as a storage site for the Grounds Team.

Resolved

To note the update.

P&A 76/23 Arnold House Maintenance (*Minute P&A 60/23 and others*)

The Head of Technical Services informed the Committee that listed building consent for the proposed maintenance work at Arnold House had now been granted. The Town Council would now get on with a number of the tasks outlined in the Asset Management Plan.

Resolved

To note the update.

P&A 77/23 Licences to Manage Wiltshire Council Open Spaces (*Minute P&A 62/23 and others*)

The Head of Technical Services reported that licences for the areas at Moor Park, the Southerwicks and Bences Lane had now come through and that the Town Council was now managing these areas.

Resolved

To note the update.

P&A 78/23 Update on Local Highway Improvement Group Issues (*Minute P&A 63/23 and others*)

There were no issues to update the Committee about. The next meeting of the LHFIG was due to take place on 24 April.

P&A 79/23 Requests for Highway Improvements and Traffic Surveys (*Minute P&A 64/23 and others*)

Potley Lane – Request for parking restrictions.

Issues discussed included:

- That cars visiting the trading estate were now parking in the 60mph limit along Potley Lane; and
- That there had been a single yellow line along this stretch of road, but that this hadn't been renewed when re-surfacing works had been carried out.

Resolved

To support the request and to send it on to Wiltshire Council. Also, to point out that the TRO for a single yellow might still be in place.

P&A 80/23 Wiltshire Council – Public Transport Policy

Consideration was given to Wiltshire Council's Public Transport Policy which had been produced in August 2023.

Issues discussed included:

- How the policy might impact on bus services in the town; and
- Whether Wiltshire Council were doing anything to encourage/require electric buses on routes in the county.

Resolved

To note the Public Transport Policy.

P&A 81/23 Update on the Speed Indicator Devices and AutoSpeedWatch (*Minute P&A 65/33 and others*)

Information from the SIDs had not been obtained ahead of the meeting due to staff absence. The information would be emailed to Members after the meeting and any comments/queries could be picked up at the next Committee meeting.

P&A 82/23 Traffic Survey Results

Consideration was given to traffic survey results for Arnolds Mead, Park Lane and Valley Road.

Issues discussed included:

- That the survey at Valley Road indicates that 38% of vehicles were breaking the speed limit; and

- The implications for the Town Council's use of SIDs at Valley Road now that the 85th percentile was found to be beneath the 35mph requirement in their Practice Note.

Resolved

To note the update.

P&A 83/23 40mph Speed Limit, Bradford Road

Consideration was given to the decision made by Wiltshire Council's Cabinet Member for Transport, Street Scene and Flooding to lower the speed limit on part of Bradford Road to 40mph.

Issues discussed included:

- That in addition to the 40mph limit, there would be advisory flashing 20mph signs in operation at school drop-off and collection times;
- That local residents had wanted the speed limit reduced further; and
- The process that Wiltshire Council follow when reviewing speed limits.

Resolved

To note the update.

P&A 84/23 Update on Cycle Network Priorities

Consideration was given to the Cycling Strategy Priorities, updated in March 2024.

Issues discussed included:

- The benefits of cycle lanes and whether cyclists could legally take dogs into the cycle lanes;
- The views of the Active Travel Group in relation to the potential Arnolds Mead to Priory Street link; and
- How the £20,000 figure to achieve the Arnolds Mead to Priory Street link was arrived at.

Resolved

To ask the Active Travel Group whether they would look more favourably on the Arnolds Mead to Priory Street link if the cost was significantly lower.

P&A 85/23 Plastic Reduction Policy for Cemeteries

Consideration was given to draft policy aimed at reducing plastic in Corsham Town Council's cemeteries.

Issues discussed included:

- The need to avoid upsetting bereaved families and to take a sympathetic approach; and

- The possibility of suggesting flowering plants in pots as an economic and plastic-free approach to decorating graves.

Resolved

To support the Draft Cemetery Plastic Reduction Policy.

The meeting began at 7pm and ended at 8.10pm. There were no members of the public present.

CHAIR

DATE