

**Minutes of the Property and Amenities Committee Meeting held at  
Corsham Town Hall on Wednesday 29 November 2023**

**Present** Councillor T Ellis (Chair)  
Councillors S Abbott, H Belcher OBE, N Brakspear, J Brook and  
R Williams.

**In Attendance** Councillor A Mackie  
D Martin (Chief Executive)  
J Whittleton (Head of Technical Services).

**In Attendance Online** Councillor G Ward

**P&A 42/23 Apologies**

Apologies were received from Councillor J Robertson.

**P&A 43/23 Public Question Time and Petitions**

None received.

**P&A 44/23 Declarations of Interest**

Councillor S Abbott declared a non-pecuniary interest in agenda item 9(ii), the A4 Junction with Woodlands – A family member had submitted the original Highway Improvement Form. He remained in room for the duration of the item.

**P&A 45/23 Matters Arising from the Minutes of the Property & Amenities Committee meeting held on 27 September 2023**

There were no matters arising.

**P&A 46/23 Park Lane Workshop (*Minute P&A 33/23 and others*)**

The Head of Technical Services gave an update on the Park Lane Workshop. The project had reached the midway point of RIBA Stage 4. The groundworks investigations undertaken by Geo-Logic had found that there was no contamination, no radon and that the proposed foundations (reinforced raft slab) would be adequate.

The Strategic Planning Working Group had met on 27 November to consider the Town Council's capital programme and the future of the workshop project following the production of a cost estimate by the quantity surveyor (Coreus). The cost estimate had come in at £944,710 (including £137,878 in risk allowance). The Working Group had concluded that it could not publicly justify

spending a sum of that order on the workshop and would be recommending to Full Council that the project be stopped. Accordingly, the Working Group had decided to consider other options and had asked the Head of Technical Services and the Chief Executive to put together a specification outlining the requirements of the outside team and potential options (with cost estimates) for the required accommodation. It was likely that the Council would seek to keep the planning consent active and would look to do this by carrying out some of the works on the Park Lane site (potentially delivering the allotments, installing fencing and putting in the access).

Issues discussed included:

- The possibility of resuming the workshop project should construction costs come down in the future; and
- Other capital projects and the Town Council's priorities.

**Resolved:**

To note the update.

**P&A 47/23 20mph Speed Limits in Corsham and Neston (*Minute P&A 34/23 and others*)**

The Head of Technical Services gave an update on the 20mph speed limit schemes for both Neston and Corsham. Wiltshire Council's Senior Traffic Engineer had stated that as the Neston scheme had now been approved, a works package would be prepared, and an order issued. She estimated that the 20mph limits would be implemented in the spring. She also confirmed that costs for the proposed Corsham scheme would be presented to the Local Highway and Footway Improvement Group in January 2024.

**Resolved:**

To note the update.

**P&A 48/23 Arnold House Maintenance (*Minute P&A 36/23 and others*)**

The Head of Technical Services reported that an application for Listed Building Consent had been submitted (validated on 22 November). The application covered both the works to address the damp issue at the entrance to Flat 2 and the Town Council's aim to improve the fabric (especially the plaster work) of Arnold House. A contractor had been lined up and would be able to make a start as soon as consent were granted.

**Resolved:**

To note the update.

**P&A 49/23 Pockeridge Road Play Areas (*Minute P&A 23/23 and others*)**

The Head of Technical Services reported that he and Councillor S Abbott had conducted some initial consultation with residents on 1 November concerning

potential improvements to the two play areas at Pockeridge Road. The main lessons learned were that residents don't necessarily see Pockeridge B catering for younger children and Pockeridge A catering for older children. Residents value the swings in Pockeridge B and the multi-use games area in Pockeridge A. The two multi-play units were not well regarded. Residents asked for the following pieces of equipment at the play areas: slide/slides (8 requests), swings (5), large multi-play (4), roundabout (4), spinner (3), monkey bars (3), bench/picnic bench (3), zip-line (2), trampoline (2), see-saw (1).

The Head of Technical Services reported that a specification for new equipment would be completed shortly and that he would be asking the Committee to appoint Councillors to help assess proposed schemes ahead of further community engagement.

**Resolved:**

To note the update.

**P&A 50/23 Update on Local Highway Group Issues**

Velley Hill, Gastard

Consideration was given to a scheme to narrow the carriageway (near the Lanes End/Coppershell junction) and to slowing the traffic through Gastard.

Consideration of the scheme was deferred from the previous meeting to consult with the community speedwatch group. Representations had been received from the group's leader, who stated that he was sceptical that the scheme would have much affect on traffic speeds and that chicanes or speed bumps would be more effective.

Issues discussed included:

- At present, this area was wide open with very few road markings. It might be that this encouraged motorists to drive faster than they should;
- Whether significant engineering works were needed at the two main entrances to the village; and
- That the scheme was only likely to have a small impact on traffic speeds.

**Resolved:**

To support the proposed scheme and to agree to contribute up to £675 towards its' implementation.

A4 Junction with Woodlands

Consideration was given to whether to support and part fund a topographical survey which would determine whether it was possible to alter the central refuge to accommodate mobility scooters and pushchairs.

**Resolved:**

To support the carrying out of a topographical survey and to contribute up to £462.50 towards the survey.

Londis Bollards, Pickwick Road, Corsham

Consideration was given to a LHFIG scheme to site four bollards outside Londis to prevent inappropriate and dangerous parking on the pavement.

Issues discussed included:

- Whether installing the bollards would push parking issues elsewhere; and
- That pedestrian safety was threatened by people pulling onto the pavement to park.

**Resolved:**

To support the proposed scheme and to agree to contribute up to £250 towards its implementation.

**P&A 51/23 Requests for Highway Improvements and Traffic Surveys (Minute P&A 39/23 and others)**

- i) Monks Lane, Neston/Gastard - Request to put up a brown sign.

Issues discussed included:

- Whether the request should have gone to Visit Wiltshire to consider, rather than through the LHFIG.

**Resolved:**

To contact Visit Wiltshire to ascertain their views on a potential brown sign for the chapel, before considering whether to send the request on to the LHFIG.

- ii) Mansion House Bus Stop – Request to put down road markings to mark the bus stop.

**Resolved:**

To support the issue and to send it on to the LHFIG.

**P&A 52/23 Update on the Speed Indicator Devices and Autospeedwatch**

Consideration was given to the data gathered by the Speed Indicator Devices (SIDs) as well as information provided by the Head of Technical Services. The Police and Crime Commissioner had established a new system for town/parish councils to submit data. The data would be used to direct Police enforcement. The Head of Technical Services stated that officers were working to get three sites in Corsham approved so that data could be submitted. The three locations were Valley Road, Park Lane and Vellely Hill - the areas which were known to have the most consistent speeding issues. It was felt that submitting data from areas with the biggest issues would help to ensure that the town received its fair share of enforcement.

Issues discussed included:

- That it would be useful for the SID reports to indicate which way was incoming and which was outgoing;

- That it would be useful to detail the number of times 50mph (rather than 60mph) had been exceeded at each location; and
- That more detailed maps would demonstrate the exact locations of the SIDs.

**Resolved:**

To note the update and address the issues discussed.

**P&A 53/23 Traffic Regulation Order – Springfield Community Campus**

Consideration was given to a Traffic Regulation Order which placed a maximum stay time on the car park at Springfield Campus.

Issues discussed included:

- That it would be worth keeping an eye on parking issues in surrounding areas following the implementation of the maximum stay time.

**Resolved:**

To note the Traffic Regulation Order.

**P&A 54/23 Property and Amenities Draft Budget Proposals and Fees and Charges**

Consideration was given to the draft budget proposals and fees and charges for 2024/25. The Chief Executive stated that, overall, the draft revenue budget for the Property and Amenities Committee had increased by £45,077. Fees and charges were proposed to increase by around 5% and the aim was to keep the Council Tax rise below 10%. The Council's budget would be negatively affected by Wiltshire Council's proposed changes to the Council Tax Reduction Scheme.

Issues discussed included:

- The budget allocated to utilities and the cost of heating the Town Hall; and
- That the works at Arnold House could be funded through the Property Maintenance EMR or the Strategic Plan EMR.

**Resolved:**

- i) That the draft budget proposals and service developments for 2024/25 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 2024/25 be approved.

The meeting began at 7.30pm and ended at 8.32pm. There were no members of the public present.

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CHAIR

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DATE