

**Minutes of the Property and Amenities Committee Meeting held at
Corsham Town Hall on Wednesday 26 September 2018**

Present Councillor P Anstey (Chairman)
Councillors Miss T Alberga, Ms L Bray, C Fuller, Mrs G Sanders,
Mrs M Wakeman and Mrs A White.

In Attendance Councillor S Abbott (Council Chairman)
D J Martin (Chief Executive)

P&A 15/18 Apologies

Apologies were received from Councillors Mrs K Duckhouse, D Jones, N Pocock,
R Taylor and Miss C Woodward.

P&A 16/18 Public Question Time and Petitions

There were none.

P&A 17/18 Declarations of Interest

To receive any Declaration(s) of Interest under Corsham Town Council's Code of
Conduct issued in accordance with the Localism Act 2011.

There were none.

**P&A 18/18 Matters Arising from the Minutes of the Property and Amenities Committee
meeting held on 25 July 2018**

Minute P&A 13/18 WW1 Tree Planting, Meriton Recreation Ground – The Chief
Executive updated the Committee on plans for the tree planting at Meriton
Recreation Ground which had been revised in consultation with Councillor Fuller.

P&A 19/18 Reports from representatives appointed to Outside Bodies.

There were none.

P&A 20/18 CCTV Annual Report (*Minute P&A 6/18*)

Further to the previous meeting, the revised Annual Operation and Management
Report for the CCTV was discussed.

Resolved

- i) That the revised Annual Operation and Management Report for the CCTV be approved.
- ii) That a form be produced to record when and where the CCTV camera is located.

P&A 21/18 Community Area Transport Group Issues (*Minute P&A 8/18 and others*)

The Committee considered issues put forward by the CATG as follows:

Issue 5818/6364 Park Lane, Corsham – Issues with parking in vicinity of Chestnut Grange and Purleigh Road.

Concerns were expressed about the possible loss of green space to provide parking, the potential cost of a parking scheme and road safety.

Resolved

- i) That £1,000 be earmarked towards a Traffic Regulation Order, for further consideration once the Park Lane housing development was substantially complete;
- ii) That Councillor Mrs G Sanders makes an informal approach to local parties seeking views on how to mitigate the parking problem;
- iii) That the CATG be asked to explore alternative solutions to the parking problem, such as use of the Hare and Hounds Car Park.

Issue 6404 – A4 Cross Keys, Corsham – Safety issues at traffic signals.

Wiltshire Council was planning to refurbish the A4 Cross Keys traffic signals in the 2019/20 financial year. This would include a pedestrian phase for crossing of the A4; kerb realignment; carriageway resurfacing; footway widening and resurfacing. The location was identified as a potential improvement project in the Town Council's Public Realm Strategy as a medium priority. Refer to *Minute P&A 22/18 Public Realm Update* for comments.

Issue 6421 – B3109 Bradford Road/Stone Close, Corsham – Safety of pedestrians crossing at this location.

It was noted that Wiltshire Council was carrying out a Metro Count and looking at the banking and foliage to see what can be done to alleviate the situation.

Issue 6493 – Kings Avenue, Corsham – Bus stop relocation

Since the new build of 12A access to/from the property is restricted due to a bus stop. The bus company had been asked not to stop in this location for prolonged

periods. They were investigating the issue and had agreed to take action if specific occurrences were reported to them.

Issue 6554 – Pickwick Court, Corsham – Safety of pedestrians crossing Bath Road from new development (the Copenacre site)

Concerns had been raised regarding crossing A4 Bath Road from new development, Pickwick Court, in Corsham. It was understood that the speed limit would be reduced but no other action was planned.

Resolved

That the Chief Executive makes enquiries regarding the timescale for implementing the lower speed limit.

P&A 22/18 Public Realm Update (*Minute P&A 9/18 and others*)

Further to the previous meeting, the Committee discussed updated plans and indicative budget costs produced by NEWMasterplanning. The priority schemes had been broken down as follows:

- Area 1 – Hobbs Walk Connection to Post Office Lane Car Park (£44,000)
- Area 2 – High Street Connection to Hobbs Walk (£38,000)
- Area 3 – High Street at Post Office Lane Junction (£121,000)
- Area 4 – High Street Car Park Connection (£56,000)

The figures did not include a contingency sum or other fees but were close to the original cost estimates overall. Any designs chosen would need to be submitted to Atkins to produce the detail needed for final Highways approval. The balance of the Public Realm budget for 2018/19 was £18,850. In addition, there was £18,400 in Earmarked Reserves for Public Realm Improvements and £136,554 for CIL Projects, making a total of £173,804.

It was felt that the plans needed to be examined closely to see if all the changes were necessary or further amendments were needed. Comments included altering the lighting, signage, parking meter and direction of traffic along the High Street. Following a review of the plans by Councillors, public support would be sought through consultation with residents, the Civic Society and Chamber of Commerce.

Resolved

- i) That all Councillors be invited to an evening meeting to discuss the designs in detail prior to public consultation;
- ii) That up to £105,000 be allocated from existing budgets, earmarked reserves and CIL income towards Public Realm Improvements;
- iii) That the initial priorities be Area 2, Area 4 and Cross Keys followed by minor works at Area 1 and Area 3.

P&A 23/18 Corsham Cycle Network Update (*Minute P&A 11/18 and others*)

Progress on the top four priority schemes was discussed as follows:

Springfield Community Campus/The Corsham School - Details on signposting the link were awaited from Wiltshire Council

Spring Lane Improvements – The design and estimate were underway by Wiltshire Council. Drainage information had been received and topographical information had been ordered. The cost of the works was likely to be higher than the original estimate. Construction timescale was likely to be spring/summer 2019.

Pickwick Road Crossing between Valley Road and Dickens Avenue – Work on this would not be started until Springfield and Spring Lane were underway.

Arnolds Mead/Priory Street Link – Wiltshire Council had assessed the site and the estimated cost was £10,000 to £15,000 excluding lighting.

Resolved

That the Arnolds Mead/Priory Street Link be deferred until the other priority schemes were substantially completed and funds were available.

P&A 24/18 Service Delegation and Asset Transfer (*Minute P&A 12/18 and others*)

Further to the previous meeting Wiltshire Council had not provided any financial information on the costs of the list of assets and services that the Town Council may wish to take over. The overall cost of running the amenity and highways services was understood to be in the region of £250,000 per year.

Wiltshire Council would like the Town Council to specify which services and assets it wishes to transfer. This was difficult without a better idea of costs. Despite this, the Committee reviewed the list of services and assets in order to inform the Strategic Planning Working Group which would be considering the matter in the context of the overall Strategic Plan priorities.

The updated list of services and assets is attached to these Minutes.

P&A 25/18 Off-Street Parking (*Minute PL 08/18 and P&A 58/17*)

The Committee discussed the Strategic Plan priority of exploring measures to enhance the High Street experience for residents and visitors and to enhance transport connectivity for the town through reviewing parking provision, including free parking for specific events and activities.

Wiltshire Council had recently reviewed parking charges with an intention of increasing them, despite the Town Council's objections and concerns raised earlier in the year. The changes included introducing charges for Sundays and Bank Holidays and increasing season ticket charges.

The Committee discussed putting a proposal forward regarding subsidised car parking charges for consideration in the 2019/20 budget.

Resolved

- i) That a provisional figure of up to £50,000 be included in the draft 2019/20 budget for consideration through the budget setting process;
- ii) That Councillors Miss T Alberga and Mrs G Sanders explore Corsham's car parking charging issues with Wiltshire Council and others and bring forward options on how the budget could be used most effectively.

P&A 26/18 Transport Monitoring (*Minute P&A 14/18 and others*)

The Transport Monitoring Sheet for Corsham was reviewed, amended and noted.

The meeting commenced at 7.30pm and closed at 8.27pm. James Whittleton, who would be taking up the post of Head of Technical Services in October, was present. There were no members of the public present.

CHAIRMAN

DATE