

**Minutes of the Property and Amenities Meeting held remotely on MS Teams
27 January 2021**

Present Councillor G Sanders (Chair)
Councillors P Anstey, L Bray, A Crockford, M Wakeman and
A White

In Attendance Councillor S Abbott
Councillor A Brown
Councillor T Ellis
Councillor L Jefferson
P Whalley (Wiltshire Councillor)
D Martin (Chief Executive)
J Whittleton (Head of Technical Services)

P&A 17/20 Apologies

Apologies were received from Councillors R Le-Var and H Belcher.

P&A 18/20 Public Question Time and Petitions

A resident was in attendance for agenda item 9, the Highways Improvement Forms relating to Lacock Road. He stated that the problems experienced by residents at this location, including illegal parking and the deterioration of the verge, had become worse this year. He asked the Committee to find a solution.

P&A 19/20 Declarations of Interest

Councillor G Sanders declared a non-pecuniary interest in agenda item 6 – as a partner at Spindles.

P&A 20/20 Matters Arising from the Notes of the Informal Property & Amenities Committee meeting held on 25 November 2020

The Committee noted that Officers had reached a decision on the purchase of an electric vehicle and were about to submit an order.

P&A 21/20 Public Realm Update (*Minute P&A 4/20 and others*)

i. Public Realm Strategy

The Head of Technical Services gave an update on efforts to develop the Public Realm Strategy.

The Chairman, Chief Executive and Head of Technical Services had met with Atkins and Gareth Rogers from Wiltshire Council to discuss Atkins' Consultant's Brief Response. The main topic had been the scope of the Response which the Town Council felt was too narrowly focused on technical highways matters. The Town Council stated that the project needed to look at the wider public realm including street scene issues. Atkins had undertaken to discuss the document with their project team (including urban designers) and to produce a new iteration. Once a satisfactory Brief Response had been produced, the next stage would be for Atkins to produce a delivery programme.

Resolved:

To note the update.

ii. High Street Paving

Members received an update on repairs and the extension of stone paving in the High Street. The long area on the Coppins side of the High Street had been completed. The area outside the Flemish Weaver pub would be completed later that week. The crew would then start to address the patches further up the High Street. The Town Council had received a number of positive comments from members of the public and were happy with the standard of work.

Resolved:

To note the update.

iii. Cross Keys Improvements

The Committee noted that Yew hedging which would be used to plant up the area behind the dry stone wall would be arriving shortly. The artist who had been commissioned to produce a piece of public art had been making some progress. She had procured her stone and split it in two and was working with an engineering company to produce the frame and feathers.

Resolved:

To note the update.

P&A 22/20 Cycling Strategy Priorities 2021-22 (*Minute P&A 12/20 and others*)

Consideration was given to a list of draft Cycling Strategic Priorities put together by Councillor G Sanders, the Chief Executive and the Head of Technical Services. It was proposed that the top six priorities be allocated funding from the current year and next year's budget.

Resolved:

To approve the list of Cycling Strategic Priorities and agree to allocate funds towards them.

P&A 23/20 Emergency Plan (Notes of the Informal Property & Amenities Committee 23 September 2020 – Agenda Item 13)

The Committee was asked to consider and approve a draft Emergency Plan for the town. The draft Plan had been sent to Wiltshire Council's Flood Resilience Officer who had confirmed that she was happy with the structure and content. The Committee had looked at an earlier iteration in September. Since then, a number of additions had been made including a critical gullies list, a vulnerable sites plan, a list of grit bin locations, a Town Council gritting route and a sandbag policy. Following approval of the Plan, officers would get on with a number of next steps including setting up a flood warden scheme.

Resolved:

That the Emergency Plan be approved and adopted.

P&A 24/20 Update on Community Area Transport Group Issues (Minute P&A 7/20 and others)

i. Katherine Park Bus Stops

Consideration was given to some information about the bus stops at Katherine Park which was provided by the CATG and the Passenger Transport Unit. The bus stops were being looked at as a result of a Highways Improvement Form which was considered by this Committee in December 2019. The resident who had submitted the form seemed most concerned about the lack of hard standing at one bus stop ('Y' on the information provided by CATG). The CATG was considering the possibility of flags, raised kerbs and hard standing for all three bus stops in Katherine Park.

Issues discussed included:

- Whether Katherine Park needed three bus stops;
- That the Town Council ought to be encouraging the use of public transport; and
- Whether tarmac or paving slabs would be most appropriate at these locations.

Resolved:

To inform the CATG that the Town Council approves of steps to improve the bus stops at Katherine Park and to ask the CATG and Passenger Transport to consider if three bus stops at this location are needed.

ii. 20mph Proposals

The GATG's Senior Engineer had been in contact in early January to recommend postponing the traffic surveys which she was due to undertake as part of her assessment of the Town Council's 20mph proposals. She feared that lockdown conditions might skew the traffic survey data and yield

higher than normal average speeds. Wiltshire's Policy on 20mph zones and limits states that it will only be considered where current average speeds are 24mph or less. For this reason, Town Council Officers had supported her recommendation and have asked the Senior Engineer to consider the issue again once lockdown rules change.

Resolved:

To note the update.

P&A 25/20 Requests for Highways Improvements (*Minute P&A 8/20 and others*)

- i. Junction of Pool Green with Elley Green (four requests). Requests for c.15 metres of footway.

The Committee considered four requests at the junction of Pool Green with Elley Green at the meeting on 25 November 2020. The Committee resolved to support the issue going forward to the CATG, but asked that Councillors P Anstey and R Le-Var prepare a plan for the area. The plan was considered by the Committee.

Resolved:

To support the requests and plan, and to cover the costs of any survey work, and 25% of the implementation costs up to £5,000.

- ii. Lacock Road. Request for kerbing on the southern section of Lacock Road;
and
iii. Lacock Road. Request for yellow zig zags to replace yellow lines along Lacock Road.

Consideration was given to representations from residents who stated that they felt that the installation of kerbing along the southern section of the road would stop people mounting the verge and would prevent the area looking a mess.

Issues discussed included:

- That run-off from the verge was obscuring the double yellow lines;
- Child safety;
- The installation of kerbing would cost c.£25,000, a quarter of which would need to be paid for by the Town Council;
- The possibility of changing the waiting restrictions so that the area became a no loading and unloading area;
- The visual impact of zig zags road markings at this location in the Conservation Area;
- That the CATG had recently considered this area and had asked for Parking Services to carry out targeted enforcement at this location; and
- The need to engage with the school and encourage/promote the use of the High Street car park.

Resolved:

To ask the CATG to consider both Highways Improvement Forms and to consider if a solution such as kerbing, no waiting, no loading/unloading and/or zig zag road markings, can be found to the issues at this location.

P&A 26/20 Waiting Restriction Requests (*Minute P&A 56/19 and others*)

Consideration was given to Waiting Restriction Requests at Pickwick, Ludmead Road (two requests) and Moor Green.

Issues discussed included:

- Whether a WR1 Form should be prepared for Lacock Road in order for it to be a No Loading and Unloading area;
- Whether a WR1 Form should be prepared for the entrance to Priory Street off the A4; and
- Whether there is a real problem at Moor Green and whether the installation of yellow lines will merely move the issue further down the road.

Resolved:

To support the following Waiting Restriction Requests in the following order of priority:

Lacock Road.
Ludmead Road.
Pickwick.
Priory Street.
Moor Green.

P&A 27/20 Transport Monitoring (*Minute P&A 10/20 and others*)

Consideration was given to the latest Transport Monitoring Sheet.

Resolved:

To note the update.

P&A 28/20 Update on the Speed Indicator Device (*Minute P&A 13/20 and others*)

Since the last meeting, the SID had been sited at the following locations:

19-27 November – Cross Keys Road: Average Speed incoming 24.03mph.
Average Speed outgoing 23.27mph.

7-23 December – Vellely Hill, Gastard: Average speed incoming 25.67mph.
Average speed outgoing 27.8mph.

23-31 December – Park Lane: Average speed incoming 26.14mph. Average Speed outgoing 27.37mph.

6-27 January – Elley Green: Average speed incoming 23.86mph. Average speed outgoing 25.35mph.

The Head of Technical Services reported that two new locations in Katherine Park had just been approved and that the SID would be positioned at one of those next.

Resolved:

To note the update.

The meeting began at 7.30pm and ended at 8.55pm. There were two members of the public present at the start of the meeting and none at the end.

CHAIRMAN

DATE