

**Minutes of the Property and Amenities Committee Meeting held at
Corsham Town Hall on Wednesday 30 January 2019**

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

In Attendance Councillor Mrs R Hopkinson
J Whittleton (Head of Technical Services)

P&A 46/18 Apologies

Apologies were received from Councillor N Pocock.

P&A 47/18 Public Question Time and Petitions

There were none.

P&A 48/18 Declarations of Interest

There were none

**P&A 49/18 Matters Arising from the Minutes of the Property and Amenities Committee
meeting held on 28 November 2018**

There were none.

P&A 50/18 Public Realm Update (*Minute P&A 35/18 and others*)

The Committee received an update on a meeting with Wiltshire Council officers about improvements to the Cross Keys junction. In attendance were Wiltshire Council's Principal Engineer for the project, the Senior Engineer (covering the Corsham area), Councillor P Anstey, Councillor S Abbott, Councillor Mrs R Hopkinson, the Chief Executive, Head of Technical Services and a member of the public who lives near the junction. Wiltshire Council is planning to carry out highways improvements to the junction in late July/August 2019. The works will include replacing obsolete traffic signals, alterations to kerb lines, resurfacing and a pedestrian crossing to the east of the junction. The works present an opportunity for public realm improvements at the junction and Wiltshire Council's Principal Engineer has stated they are happy to work with the Town Council to this end. Wiltshire Council officers stated that coloured tarmac at the junction would be prohibitively expensive, would look worn very quickly and would entail higher maintenance costs. It was suggested that a different coloured stone, pressed into the tar might serve to mark to entrance to the town. Wiltshire Council's Principal

Engineer stated that he would look into this. It was suggested that colouring the footways, using a resin-bonded material, might be the best means of drawing attention to the town. The Principal Engineer stated the he would explore the practicality and cost of this suggestion. Consideration was given to the area around the tree to the south of the junction and the possibility of installing a piece of public art/heritage to mark the entrance to the town. The meeting also covered signage around the junction. The Highway Engineer stated that she would check the regulations for brown tourist signs to determine what can be displayed and how many symbols or attractions could be advertised.

Subsequent to the meeting with Wiltshire Council's officers, the Chief Executive and Head of Technical Services had undertaken a site visit and had drawn up a plan showing the extent of coloured pavement, a dropped kerb opposite Coulston Road and a plan for the area to the south of the junction showing a dry-stone wall, planting and space for public art.

Issues discussed by the Committee included:

- That the sign for Leaffield and Box near the tree was redundant;
- The possibility of removing the white sign for Corsham Court as you approach from Chippenham;
- The need to give further thought to what should go on the brown (tourist) signs;
- The possibility of disturbing/damaging tree roots when carrying out works at the south of the junction; and
- The Committee gave broad approval to the plan for the junction including dry-stone wall, planting, space for public art, coloured pavements and a dropped kerb.

Resolved

- i) That the Head of Technical Services circulates any guidance on brown signs for members of the Committee to consider.
- ii) That Wiltshire Council be reminded that putting in the foundations for the proposed dry-stone wall might disturb tree roots.

P&A 51/18 Waiting Restriction Requests

Consideration was given to two Waiting Restriction Request (WR1) forms, both of which raised the issue of cars parked along Park Lane causing difficulties for residents of Chestnut Grange turning on to Park Lane.

Issues discussed included:

- That the issue of parking along Park Lane had been discussed previously;
- That problems appeared to be caused by people attending the church, going to pilates classes and workers from nearby units;

- That the Highways Engineer had visited the site on three occasions and had not encountered significant problems;
- That Councillor Mrs G Sanders was in the process of engaging with the Buckfield Management Company and local businesses to find a solution based on agreement rather than enforcement; and
- That once the new housing development became occupied, the situation will change again. It might be premature to ask for parking restrictions at this time.

Resolved

- i) Not to complete a Waiting Restrictions (WR2) Form in support of the Waiting Restriction Requests.
- ii) To write to the local residents who submitted the WR1 forms, explaining the Town Council's position.
- iii) That Councillor Mrs G Sanders continued to engage with the Buckfield Management Company and local businesses to find solutions.
- iv) To write to the Church and pilates groups, requesting that they ask their users to make efforts to park off road and remind them of problems that can be caused by inconsiderate parking.

P&A 52/18 Wiltshire Council Briefing Note 373 Service Devolution & Asset Transfer to Town & Parish Councils (*Minute P&A 37/18*)

Consideration was given to the Briefing Note. The Committee noted that Wiltshire Council was in the process of employing two more solicitors to deal with asset transfers. The Committee expressed the hope that Wiltshire Council would engage with the Town Council in February.

Resolved

To note the contents of Wiltshire Council's Briefing Note.

P&A 53/18 Parking Initiatives: Potential Free/Subsidised Parking Schemes (*Minute P&A 37/18*)

Consideration was given to a report which outlined a recent discussion with Wiltshire Council's Parking Services Manager. The report asked the Committee to put forward potential free/subsidised parking schemes so that the Parking Services Manager could provide information, including costs, to inform future decision making.

Issues discussed included:

- That any parking schemes suggested by the Town Council would need to be approved by the Cabinet Member for Highways, Transport and Waste and that the Town Council would need to ensure that Wiltshire Council did not lose income from the scheme;
- That the Town Council had £50,000 in its 2019/20 budget for 'Parking Initiatives';
- That refund schemes in Warminster and Melksham did not appear to be too successful;
- The experience of Salisbury during the scheme to provide free parking after 3pm; and
- Whether there was sufficient parking for the units at Corsham Digital Mansion.

Resolved

- i) That Wiltshire Council's Parking Services Manager be asked to provide data and potential costs for:
 - first hour free in all car parks; and
 - free after 3pm in all car parks.
- ii) That the Parking Services Manager be asked to provide the information for each car park, so that the Town Council could put forward the scheme in just one car park if so desired.

P&A 54/18 Flooding Update (*Minute P&A 69/17*)

The Committee received an update from the Head of Technical Services arising from attendance at Operational Flood Working Group meetings, discussions with Wiltshire Council's Flood Resilience Officer, attendance at the Environment Agency's Resilience day and a site visit with Wiltshire Council's Land and Highways Drainage Officer.

Emergency Plan: The Committee noted that Wiltshire Council's Flood Resilience Officer had some reservations about the structure of the Town Council's draft Plan. She had sent through a copy of Bradford-on-Avon's plan which she saw as a model document. She had suggested signing up to the Parish Emergency Assistance Scheme, which enabled parishes and towns to get free gel sacs, sand bags, road-flooded signs and flood warden tabards.

Environment Agency SWIM System: At the Resilience day in November, a representative from the Environment Agency advised flood wardens and local councils to register on the agency's SWIM System. The system allowed them to report incidences of flooding to the Environment Agency. It was claimed that this had a second use as the Environment Agency would use this data in responding to planning applications. Councillor Mrs G Sanders pointed out that the Environment Agency was not the statutory consultee for all flooding/land drainage matters. The Town Council had been registered on the system and was able to report flooding on it.

Site visit with Wiltshire Council's Land and Highways Drainage Officer: Councillor Mrs R Hopkinson and the Head of Technical Services met the Land and Highways Drainage Officer at Southerwicks in December. They were informed of works to clear the Southerwicks trash screen, works to repair the headwalls and that issues around run-off from the campus were under investigation. Wessex Water is carrying out bifurcation - separating foul and storm sewers to take the pressure off if there is a surge. A new Project Manager had recently joined the Environment Agency's Project Development Unit and would be taking forward schemes at Corsham and at Shaw and Whitley. The Bristol Avon Rivers Trust (BART) is looking at natural flood defences on the catchment to the south of the railway (Neston Estate). The aim was to slow the water entering the watercourse (where the railway aqueduct joins the Southerwicks stream). This would relieve pressure at the confluence during a sudden downpour as water from Southwicks would discharge quickly before the aqueduct water joined it.

A discussion took place about the long-promised Atkins report on the flooding in Corsham. Councillor Mrs R Hopkinson reported that this was not a report with recommendations for public consumption, but was an attempt to map the catchment and produce a model which could be tested under different circumstances.

Resolved

That a public meeting be arranged to explain to local residents what happened during the flooding incident in 2014, what work had taken place to alleviate flooding in the catchment and what are the chances of flooding happening again.

P&A 55/18 Update on Speed Indicator Device (SID)

The Committee received an update on the new SID operated by the Town Council. The SID had been tested on Valley Road and Newlands Road. The device was able to record data from traffic in two directions and could be used to determine average speeds, maximum speeds, traffic volume and the 85th percentile (the speed that 85 percent of vehicles do not exceed). The Head of Technical Services was due to meet the local Highways Engineer on 31 January to assess potential sites for the device. Sites needed at least 100 metres of straight road in order to give an accurate reading.

Resolved

To note the update on the Speed Indicator Device.

P&A 56/18 Area Board Meeting on 23 January 2019 and the Proposal to Introduce 20mph Speed Limits

The Committee received an update on the Area Board meeting and a proposal to introduce 20mph zones throughout the Town. The Area Board received a presentation from Richard Moulton from Transcoco, who made the case for 20mph

zones citing pedestrian/cyclist safety, environmental concerns and the feel of the public space. He stated that 'active' forms of travel such as walking and cycling should be encouraged. Councillor S Abbott stated that there were two references to 20mph zones in the Town Council's Strategic Plan, that such schemes might link to the Council's public realm strategy and that the Town Council was keen to explore options/possibilities with Wiltshire Council. He stated that there was a need to engage with the public on this matter and that community support would be needed in taking forward any plan.

Resolved

To note the update.

P&A 57/18 Traffic Speed Survey Result

Consideration was given to the results of a traffic speed survey along Potley Lane between 21 November and 6 December 2018. The 85th percentile was 28.52mph, which meant that no further action will be taken.

Resolved

To note the results of the survey.

P&A 58/18 Transport Monitoring (*Minute P&A 41/18 and others*)

The Committee considered the latest Transport Monitoring Sheet. The Committee understood that work had started at Skynet Drive to construct a permissive path for cyclists and pedestrians.

Resolved

To note the Transport Monitoring Sheet.

P&A 59/18 Community Area Transport Group Issues (*Minute P&A 38/18*)

Resolved

The Committee noted that Box Parish Council had supported the Town Council's response to Community Issue 6734 relating to 7.5 tonne weight restriction signage between Chapel Plaister and Neston.

The meeting began at 7.30pm and ended at 8.55pm.

CHAIRMAN

DATE