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Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

Tel: 01249 702130

Email: [towncouncil@corsham.gov.uk](mailto:towncouncil@corsham.gov.uk)

[www.corsham.gov.uk](http://www.corsham.gov.uk)

19 July 2018

To: All Members of the Property and Amenities Committee: Councillors P Anstey, Ms L Bray, Mrs K Duckhouse, C Fuller, D Jones, N Pocock, Mrs G Sanders, R Taylor, Mrs M Wakeman, Mrs A White and Miss C Woodward

All other Members of the Council for information.

Dear Councillor

The next meeting of the Property and Amenities Committee will be held in the Town Hall on Wednesday 25 July 2018 commencing at 7.30pm.

Yours sincerely

David J Martin  
CHIEF EXECUTIVE

### **AGENDA**

1. Apologies
2. Public Question Time and Petitions
3. 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.

4. Matters Arising from the Minutes of the Property and Amenities Committee meeting held on 21 March 2018 – *for information only*.
5. Reports from representatives appointed to Outside Bodies.
6. CCTV Annual Report – The Annual Operation and Management Report for the CCTV is attached – *for information and approval*.
7. Annual Site Visits 2018 – The annual site visits by Town Councillors took place on 18 June and 16 July 2018; a full report is attached – *for information*.

8. Community Area Transport Group Issues – The CATG has requested the Town Council’s views on the following issue:

Issue – 5046 - Request for weight limit on Gastard Lane from C153 to Thingley. A metro count was carried out north of Ends Lane between 27 November and 6 December 2017. The data showed that seven of the vehicle movements were classed as HGVs. This was insufficient for advisory ‘Unsuitable for HGV’ signage to be installed. However, it was suggested that signs for ‘Single Track Road With No Passing Places’ could be an alternative. This would be at a cost of approximately £900. The Town Council would be expected to contribute 25% of this cost – *for consideration*.
9. Public Realm Update – The designs for the High Street access points produced by NEW Masterplanning have now been viewed by the highways engineers from Wiltshire Council. The comments received have been positive and work is now being undertaken to cost the options and produce detailed CAD drawings that can be used for traffic mapping and construction design – *for information*.
10. HGV Monitoring – The results of the baseline study work carried out by the Head of Technical Services are attached and the officers from Wiltshire Council are continuing to compile theirs. The feedback from the volunteer Councillors’ informal verbal survey to try and gauge the level of public concern about HGV movement in Corsham is awaited. Once all the data is available the follow-up meeting can be held and a decision on whether to continue with a programme of survey work made – *for information*.
11. Corsham Cycle Network – Members of the public wishing to improve cycle routes through the town have met with the Chief Executive and Head of Technical Services to discuss a possible cycle path. The attached map shows a proposed cut-through between Priory Street and Arnolds Mead, which appears to be a sensible addition to our cycle network. However, changes to the footpath would require a conversion order from a footpath to a cycle track, the addition of dropped kerbs and an assessment of the visibility onto the junctions with Arnolds Mead and Priory Street. This work would need to be carried out by Wiltshire Council. The cost of this conversion would have to be confirmed by Highways but is anticipated to be in the region of £5k. As it would be a straightforward addition to the network, and funds are available, it is suggested that the proposal be given a high priority behind the existing top three priorities – *for consideration*.
12. Service Delegation and Asset Transfer (*Minute P&A 70/17 and others*) – Further to the previous meeting, when the transfer of Wiltshire Council’s play areas was discussed, the Head of Technical Services will update the Committee on the programme of transfers being proposed by Wiltshire Council – *for information and comment*.
13. WW1 Tree Planting Meriton Recreation Ground – The Woodland Trust plan to plant a million trees across the country to commemorate the end of the First World War. As part of this undertaking Transcoco have ordered trees from the Trust, which they plan to plant on Meriton Rec. The area chosen has already been approved for tree planting and with the Rec’s history as a World War One memorial field this initiative seems appropriate. The attached planting plan has been created by the Chief Executive – *for information*.
14. Transport Monitoring (*Minute P&A 74/17 and others*) – The updated transport monitoring sheet is attached – *for information*.