



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

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27 May 2019

To: All Members of the Property and Amenities Committee: Councillors T Alberga, P Anstey, L Bray, N Farmer, R Le-Var, G Sanders, R Taylor, M Wakeman and A White.

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 3 July 2019 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 1 May 2019 – *for information only.*
5. Requests for Highway Improvements:
 - a) **The attached** Briefing Note from Wiltshire Council outlines changes to how highways improvements and traffic surveys are requested by members of the public through town and parish councils - *for information.*

- b) Highways Improvement Forms – to consider whether to support the attached requests:
- i. Junction of Skynet Drive and Park Lane (**copy attached**). Restricted visibility at this junction has raised road safety concerns for cars joining Park Lane from Skynet Drive.
 - ii. Pound Pill (**copy attached**). Pedestrian safety (particularly school pupils) concerns at the lower exit of the school and down by the Great Western.
 - iii. Furze Hill (**copy attached**). Road safety concerns caused by speeding traffic.
 - iv. Priors Street (**copy attached**). Request for a white line to prevent a drive being blocked.
Town Council staff are engaging with Wiltshire Highways about requests for white lines across drives. It could be that by supporting (and contributing towards) one, a precedent is set that might result in numerous requests.
6. Distance Markers along Park Lane - To consider a request from the Corsham Running Club to place distance markers along Park Lane to encourage physical activity and fitness – *for comment/action*.
7. Public Realm Update (*Minute P&A 78/18 and others*):
- i. Cross Keys Improvements. To receive an update on the public realm project at the Cross Keys junction and to consider a draft of the Public Art Brief (**copy attached**) which proposes to site a public artwork at the south of the junction.
 - ii. Public Realm Strategy. To receive an update on the recent informal Member's meeting (the notes of which are **attached**) and efforts to take forward the actions that arose from it.
8. High Streets Heritage Action Zones – The High Streets Heritage Action Zones is a government-sponsored programme to transform high streets into thriving town centres through the power of heritage. Administered by Historic England on behalf of the Department for Digital, Culture, Media and Sport, the scheme allows communities to apply for a grant of between £250,000 and £2 million to deliver physical improvements and cultural and community activities in conservation areas. The Guidance Notes for the programme are **attached**. The Committee is asked to consider the scheme and to determine whether to complete an Expression of Interest form – the deadline is 12 July 2019. The Programme could potentially be used to take forward public realm initiatives such as the Stage 3 plans based around the High Street or initiatives around Newlands Road.
9. Cycling Strategy (*Minute P&A 70/18 and others*) – To receive an update on the informal Member's meeting which was called in order to discuss and take forward a Cycling Strategy (the Notes from the meeting are **attached**) – *for information/comment*.
10. Meeting with the School Council of Saint Patrick's Catholic Primary School (*Minute P&A 82/18*) – Councillor Alberga and the Head of Technical Services visited the school in order

to discuss road safety concerns highlighted by the School Council. Notes of the meeting are **attached** – *for information/comment*.

11. Community Area Transport Group Issues (*Minute P&A 71/18 and others*) Following the meeting of the Community Area Transport Group on 12 June 2019, the Committee is asked to consider the following issues:
 - i. Issue 7076 Ladbroke Lane junction with the B3353 (**copy attached**). Residents have expressed safety concerns about traffic joining the B3353 from Ladbroke Lane. The junction is thought to present a hazard due to restricted visibility.
 - ii. Issue 7244 Request for dropped kerbs (**copy attached**). This issue relates to Church Road, Leafield Road, Elley Green, Lypiatt Road and Dicketts road.
 - iii. Issue 7105 Newlands Road Crossing (**copy attached**). This issue relates to pedestrian safety concerns caused by vehicles turning left off Pickwick Road onto Newlands Road and the proximity of a pedestrian crossing.
12. The Urban Tree Challenge Fund, Forestry Commission – The Committee Chair will present details of the Urban Tree Challenge Fund which was discussed by the Environment Task Group on 24 June. Whilst the Town Council has limited space for further tree planting until asset transfers and service delegations take place, some of the major landowners may be willing and able to submit expressions of interest. The Committee is asked to consider whether the Town Council should make funds available for the match-funding required through the scheme. This could be up to 50 percent of the total cost, but it could be capped at a lower percentage, and have a maximum amount. For example, we could offer 25% of the total cost, up to £2,500 per applicant, and a total budget of £10,000. The current grants policy and process is unlikely to be suitable for this initiative but part of the Strategic Plan budget could be earmarked for this purpose – *for consideration*.
13. Corsham Emergency Plan – In recent months, the Town Council's staff have been in correspondence with Wiltshire Council's Flood Resilience Officer and Emergency Planning Resilience & Response Officer about the Town Council's draft Emergency Plan. Wiltshire Council have suggested a re-write of the draft Plan and have suggested that the Town Council uses the Swindon & Wiltshire Local Resilience Forum Community Emergency Plan template and the Community Emergency Plan toolkit to complete the Plan. Details can be found here: <https://wiltshireandswindonprepared.org.uk/knowledge-base/local-plans---keeping-your-community-safe> - *for comment/action*.
14. Asset Transfer and Service Delegation (*Minute P&A 67/18 and others*) – Wiltshire Council's Service Devolution and Asset Transfer Policy along with the Revised Schedule for the transfer/devolution to towns are **attached** – *for information*.
15. Annual Highways Meeting (*Minute P&A 88/18*) – The Head of Technical Services attended the Annual Highways Meeting for town and parish councils in Devizes on 13 June. Some notes from the meeting are **attached** - *for information*.
16. Transport Monitoring (*Minute P&A 84/18 and others*) – The updated transport monitoring sheet is **attached** – *for information*.

17. Update on Speed Indicator Device (*Minute P&A 80/18 and others*) – To receive an update on the deployment, siting and information gathered from the Speed Indicator Device – *for information/comment.*