

**Minutes of the Property and Amenities Committee Meeting held at  
Corsham Town Hall on Wednesday 12 November 2025**

**Present** Councillor T Ellis (Chair)  
Councillors S Abbott, H Belcher OBE, N Brakspear, J Brook, J Coward  
and G Ward

**In Attendance** D Martin (Chief Executive)  
J Whittleton (Head of Technical Services)

**P&A 40/25 Apologies**

None received.

**P&A 41/25 Public Question Time and Petitions**

Representations were received from a member of the Corsham Active Travel Group in support of Agenda Item 9iii, cycling signage along Lacock Road.

**P&A 42/25 Declarations of Interest**

None received.

**P&A 43/25 Matters Arising from the Minutes of the Property and Amenities Committee meeting held on 10 September 2025**

Rights of Way Highway Improvement Forms:

The Head of Technical Services reported that a response had been received from Wiltshire Council's Countryside Access Development Officer to the two rights of way-related Highway Improvement Forms – the Old Turnpike north of the A4 and Cross Keys to Hartham. They believed that the Old Turnpike was probably legally stopped up, perhaps when the A4 was constructed. Regarding the proposed Cross Keys to Hartham route, they stated that Wiltshire Council was extremely unlikely to fund a footway that would be nearly 500m in length. Regarding both proposals, the only way to bring the paths to fruition would be through a Definitive Map Modification Order (DMMO), but compelling evidence would be needed for them to be successful. Wiltshire had a massive backlog of DMMO's, they tend not to be very well received by landowners and they can have a knock-on effect on Wiltshire's dealings with them. The Head of Technical Services stated that he had relayed the Countryside Access Development Officer's comments to the applicant.

Issues discussed included:

- That a large backlog of Definitive Map Modification Order applications in Wiltshire existed as the Countryside Access Development Officer had to

cover the entire county on their own and had difficulty accessing legal assistance; and

- Whether it would be possible for the Town Council to approach Hartham Park in an informal manner to ascertain their thoughts on the possibility of a new footpath from Corsham to Hartham.

The Head of Technical Services would write to the owners of Hartham Park to enquire informally whether they would be amenable to a walking route from Corsham to Hartham.

Asset Management Plan:

It was reported that the Committee was likely to be asked to consider an updated version of the Asset Management Plan at the next meeting in January.

Public Realm:

The Head of Technical Services reported that he and the Chief Executive had met with Wiltshire Council's Highways Engineer and Senior Traffic Engineer for the area, to discuss issues pertaining to the public realm. Some progress had been made on the list of defects in the conservation area that had been submitted in 2024. A site meeting with Atkins was due to take place to look at lighting columns in the conservation area. It was likely that Atkins would supply a price for painting the lighting columns black.

During the same meeting, the possibility of a new crossing along Newlands Road was raised (crossings, either formal or informal were a key element of the Town Council's public realm strategy). The Senior Traffic Engineer was arranging a quote for a pedestrian survey of Newlands Road to ascertain whether a new crossing could be justified. It was thought that the deployment of two cameras at £450 per camera would be sufficient, but they were awaiting confirmation.

Issues discussed included:

- The thresholds in place for pedestrian surveys.

**Resolved:**

To note the update.

**P&A 44/25 Springfield Skatepark (*Minute P&A 08/25 and others*)**

Initial designs for the new skatepark had been received from the project contractor – Maverick Industries. The designs had been informed by input from the Corsham Skatepark Project Group (a group of local skaters leading the project) and by a wider consultation exercise with skaters throughout the town. The Corsham Skatepark Project Group members were delighted with the designs and during the recent skate jam at the Springfield Campus, they appeared to receive almost universal support from skaters. A final consultation of the proposed designs would take place through Survey Monkey, to check that they were suitable for all wheeled sports and for all levels of ability. Following that, the design would be agreed, and the project would move on to the planning stage. Once planning permission had been obtained, the final stage before

construction would entail securing grant funding from national providers such as the National Lottery and Sport England.

Issues discussed included:

- The construction of the new skatepark was likely to cost more than £350,000. Almost half of this sum would need to be raised through grant funding. Maverick, who had a wealth of experience of grant funding applications, believed that it would be realistic to secure that level of funding;
- That the new designs represented a modest increase in terms of square metrage, but that the increased quality of the design would greatly enhance the user experience;
- That drainage within the new skatepark would be via a drain in each of the bowls and via a gentle slope off the concrete everywhere else; and
- That the plans did not show any step free access.

### **Resolved**

To ask Maverick to consider step-free access.

### **P&A 45/25 Play Equipment at Coppershell Playing Field (*Minute P&A 33/25 and others*)**

Tenders to design and install new play equipment at Coppershell Playing Field had been assessed at a meeting on 5 November. Councillors Ellis, Abbott, Brown and McCaffrey had taken part in the assessment along with the Chief Executive and Head of Technical Services. Tenders had been received from six companies and prices had ranged from £46,562 to £54,260. The successful company was Hags, who's quote came in at £49,200. Hags was a nationwide play equipment provider which the Town Council had worked successfully with in the past (most recently, at Meriton Rec). Their proposal had scored well during the public consultation on the designs and all of those taking part in the assessment had given their proposal the highest score.

Issues discussed included:

- That compared to other play areas, Coppershell was rather lightly used, but that for families in Gastard, there was no other play area that could be accessed on foot.
- There had been almost 70 responses to the public survey.

### **Resolved**

To note the update.

### **P&A 46/25 Wiltshire Council Briefing Note – New Bus Stop Infrastructure Funding and Emerging Processes for Requests**

Consideration was given to a Wiltshire Council Briefing Note which set out work being undertaken to address the condition of bus shelters throughout the county. Wiltshire Council had undertaken a recent condition survey which found that c.400 of the county's c.800 shelters were in need of repair and maintenance.

Funding for this work had been obtained through the Department for Transport. Wiltshire Council was prioritising shelters and considering new requests for repairs from Councillors and members of the public. New bus stop infrastructure requests would be dealt via the same team and, if accepted, prioritised and added to the programme of work.

Issues discussed included:

- That the Town Council carries out cleaning of the c.20 bus shelters in the town. Recently, the Town Council had funded replacement glass panels on three of the shelters. The Town Council should be mindful not to commit further resources to the shelters if they are going to be addressed by Wiltshire Council and funded through the Department for Transport money; and
- That the Town Council had submitted three highway improvement forms to the section in Passenger Transport dealing with bus stop infrastructure – bus stop outside the Porch Surgery and requests for shelters along the Bradford Road and Dicketts Road.

### **Resolved**

- 1) To contact the Passenger Transport Unit to ensure that they are aware of who owns which shelters in Corsham.
- 2) To enquire about the three Highway Improvement Forms that had been submitted to the bus stop infrastructure programme at Wiltshire Council.

### **P&A 47/25 Update on Local Highway & Footway Improvement Group (LHFIG) Issues (Minute P&A 35/25 and others)**

The Committee received an update from the Head of Technical Services on issues arising from the LHFIG meeting held on 17 September 2025.

The Batch 2 Waiting Restrictions relating to Park Lane, the Corsham Estate (High Street), Pickwick Road bus stop and Potley Lane had a seal date of 3 November. Works were expected to take place shortly (weather dependant).

The bus stop markings along Freestone Way had been carried out.

The Speed Indicator Device (SID) socket at Elley Green had been ordered. This was of significance to the Town Council, as it meant data from the SID's could be submitted to the Police & Crime Commissioner and potentially have enforcement resources allocated to Corsham.

Proposed waiting restrictions at the junction of Potley Lane and Leafield Way had been added to a Batch 3 of waiting restrictions. This would be processed when sufficient requests had built up to justify the administration of a traffic regulation order.

20mph: The Committee noted that the LHFIG had asked the Town Council to hold off on any adjustments/extensions of 20mph limits in the town until the initial

scheme had bedded down – they had suggested waiting one year. That year would be up in March 2026. As such, the Head of Technical Services proposed devoting some time at the January Committee meeting to considering the current 20mph limits, all the representations received over the past year and determining whether the Committee would like to see any adjustments/extensions of 20mph limits.

Issues discussed included:

- The criteria/guidance Wiltshire follows when assessing roads for the suitability of 20mph limits; and
- That there were moves afoot within Wiltshire Council to give communities greater say about setting local speed limits.

### **Resolved**

To consider possible adjustment/extensions to 20mph limits at the next Committee meeting.

### **P&A 48/25 Requests for Highway Improvements and Traffic Surveys (*Minute P&A 36/25 and others*)**

Consideration was given to the following Highway Improvement Requests:

- i. Junction of Station Road, Pickwick Road and High Street – Request for raised table junction, new crossings/walkways, cycle lanes, road markings etc.

Issues discussed included:

- That delivering the proposal would require a substantive bid and whether this should be the Town Council's priority for substantive bid funding;
- That the Town Council had already developed plans for raised junctions as part of its public realm strategy. It was always envisaged that this area would be part of phase 2 of the project after Newlands Road had been delivered;
- Whether certain parts of the scheme, such as the cycle lanes that crossed the B3353 and the give way signage on the B3353 either side of the junction, would be acceptable to Wiltshire Highways;
- That Wiltshire Council had recently spent money on a public realm project in Devizes; and
- That there was a need for the Town Council to decide what its priority was, regarding highways/public realm.

### **Resolved**

To defer consideration of the request until after the Strategic Planning meeting on 15 December in order for the Strategic Planning Working Group to consider what area should be the Town Council's priority and what approach the Town Council should take with regard to substantive bids and the public realm.

- ii. Westwells Road – Request to move cycling signage.

### **Resolved**

To support the request.

- iii. Lacock Road – Request for cycling signage along Lacock Road.

Issues discussed included:

- That one of the proposed signs was in Lacock parish;
- That town/parish councils had recently been reminded of the need not to clutter the public realm and rural areas with non-essential warning/advisory signage;
- Whether the proposed signs were officially recognised and whether Wiltshire Council would permit them; and
- That the Active Travel Group was working on a signage scheme for the Corsham to Chippenham route.

### **Resolved**

To ask the Active Travel Group to submit one proposal for cycling signage between Corsham and Chippenham, making use of existing signs and ensuring that there was no unnecessary/superfluous signage.

- iv. Stokes Road, Corsham – Request for HGV signage and a 20mph speed limit along Stokes Road.

Issues discussed included:

- That the Committee was due to consider adjustments/extensions to 20mph limits in the town at the January meeting;
- That Stokes Road was on the bus route, but that heavy lorries were rarely seen there; and
- That it might not be practical to ban lorries or buses from using Stokes Road.

### **Resolved**

To defer the 20mph element of the request to the January meeting and consider it when looking at 20mph limits in the town.

## **P&A 49/25 Secure Cycle Storage (*Minute P&A 39/25*)**

At its meeting in September, the Committee considered a proposal to purchase three secure cycle parking units from Spokesafe. The Committee had concerns about the design, the company providing the service, whether there would be demand for the units, the cost of the units and whether this was the right location for secure cycle storage. The Committee tasked Councillor S Abbott with raising the issue of secure cycle storage with the Active Travel Group and seeing if a better solution might be found. Councillor Abbott reported that he had spoken with the group and noted that secure cycle storage had featured as part of the Town Council's public realm plans. As such, he planned to meet with the Head of

Technical Services and the Environmental Projects Officer about coming up with a scheme for secure cycle storage.

### **Resolved**

Councillor Abbott to meet with the Head of Technical Services and the Environmental Projects Officer about coming up with a scheme for secure cycle storage.

### **P&A 50/25 Speed Indicator Devices and AutoSpeedWatch (*Minute P&A 37/25 and others*)**

Since the September meeting of the Committee, Speed Indicator Devices had been deployed in the following locations:

Valley Hill, Gastard, 2-9 September:

Average Speed Incoming 27.41mph. Average Speed Outgoing 27.61mph.  
Maximum Speed Incoming 55mph. Maximum Speed Outgoing 81mph.

Valley Road, 23-28 September:

Average Speed Incoming 25.95mph. Average Speed Outgoing 25.58mph.  
Maximum Speed Incoming 65mph. Maximum Speed Outgoing 69mph.

Valley Hill, 23 September – 1 October:

Average Speed Incoming 26.2mph. Average Speed Outgoing 26.74mph.  
Maximum Speed Incoming 76mph. Maximum Speed Outgoing 76mph.

Park Lane, 23 September – 28 September:

Average Speed Incoming 25.53mph. Average Speed Outgoing 23.57mph.  
Maximum Speed Incoming 65mph. Maximum Speed Outgoing 69mph.

A4 (Dovecote):

Average Speed Incoming 24.67mph. Average Speed Outgoing 26.96mph.  
Maximum Speed Incoming 60mph. Maximum Speed Outgoing 82mph.

As anticipated, the solar powered Autospeedwatch camera had stopped operating due to the reduced sunlight levels. The Head of Technical Services reported that it would be redeployed in the spring.

### **Resolved**

To note the update.

### **P&A 51/25 Property and Amenities Draft Budget Proposals and Fees and Charges**

Consideration was given to the draft budget proposals and fees and charges for 2026/27. The Chief Executive stated that the precept increase had fallen since the publication of the report due to the employers' pension contribution being lower than initially forecast. He stated that the fees and charges for the year were proposed to rise broadly with inflation.

Issues discussed included:

- That in recent years the rise in household costs had outstripped the increase in household incomes. As such, the Town Council should aim to keep the increase in the precept below 10%; and
- That the Earmarked Reserves need to be considered when assessing the Town Council's financial position.

**Resolved:**

- 1) That the draft Committee budget be approved subject to minor amendments to keep the precept increase below 10%;
- 2) That the recommended fees and charges for 2026/27 be approved.

**P&A 52/25 Review of Cemetery Regulations, Non-Resident Cemetery Fee Policy and Sponsorship of Cemetery Benches**

Consideration was given to the Town Council's Cemetery Regulations, a Non-Resident Cemetery Fee Policy and a proposal to allow sponsorship of cemetery benches through the use of plaques.

Issues discussed included:

- That the Non-Resident Fee Policy would give officers greater clarity when dealing with queries; and
- That multiple plaques on benches had worked successfully at other places and would ensure that we could accommodate requests and not have our cemeteries inundated with memorial benches.

**Resolved:**

- 1) To approve the amended Cemetery Regulations for the Ladbrook Lane and Lacock Road Cemeteries.
- 2) To approve the Non-Resident Fee Policy.
- 3) To approve the suggested scheme to allow the sponsorship of cemetery benches.

The meeting began at 7.00pm and ended at 8.37pm. There were two members of the public present.

---

CHAIR

---

DATE