

**Minutes of the Property and Amenities Committee Meeting held at  
Corsham Town Hall on Wednesday 21 January 2026**

**Present** Councillor T Ellis (Chair)  
Councillors S Abbott, N Brakspear and J Brook

**In Attendance** I Percy (James Grayley Architects)  
J Whittleton (Head of Technical Services)

**In Attendance Online** Councillor G Ward

**P&A 53/25 Apologies**

Apologies received from Councillors H Belcher OBE, J Coward and G McCaffrey.

**P&A 54/25 Public Question Time and Petitions**

Representations were received from a member of the Corsham Active Travel Group in support of Agenda Item 10ii, request for a new crossing at the A4 in Pickwick.

**P&A 55/25 Declarations of Interest**

There were none.

**P&A 56/25 Matters Arising from the Minutes of the Property and Amenities Committee meeting held on 12 November 2025**

Minute P&A 43/25 - Highway Improvement Form – Potential Permissive Path to Hartham Park:

The Head of Technical Services reported that he had received an encouraging response from the owners of Hartham Park to the suggestion for a new permissive footpath linking Middlewick Lane with Hartham Park. Unfortunately, one of the other landowners was not supportive. Following this, the owners of Hartham Park had suggested an alternative route, starting at the Cross Keys junction. The Head of Technical Services stated that he would make enquiries with the relevant landowners.

Minute P&A 43/25 - Asset Management Plan:

An updated Asset Management Plan would most likely be presented to the Committee in March.

Minute P&A 43/25 - Newlands Road – Potential New Crossing:

The results of the pedestrian survey which was being undertaken to see if a new formal crossing could be justified was still awaited. The Head of Technical Services stated that he would chase this up.

Minute P&A 43/25 - Raised Junctions:

The possible raised table junctions at the Newlands Road-Pickwick Road junction and at the Pickwick Road-Station Road junction were due to be discussed at an upcoming meeting of the Strategic Planning Working Group.

Minute P&A 46/25 - Bus Stop Issues and the Passenger Transport Unit:

The Head of Technical Services reported that he had contacted the Bus Stop Team at the Passenger Transport Unit to inform them of the five bus stops that the Town Council owns and of the 17 shelters that it cleans/maintains under an expired Service Level Agreement with Wiltshire Council. He also informed the Bus Stop Team about the recent work that the Town Council had undertaken, replacing damaged polycarbonate panels with glass at three of the shelters. Enquiries were also made about the three Highway Improvement Form issues that had been sent to the Bus Stop Team (Porch Surgery, Bradford Road and Dicketts Road). They had responded by saying that they were currently addressing the backlog of historic maintenance reports and that they would probably not be able to look at other issues until this work was complete.

**P&A 57/25 Guide Hut and Arnold House Feasibility Study (*Minute P&A 73/24 and others*)**

Isabella Percy from James Grayley Architects gave an update on work to produce a feasibility study for the future use of the Guide Hut and Arnold House. The study would look at accommodating an expanded Grounds Team, providing practical workshop and storage space, providing modern welfare and office facilities, addressing building defects, achieving good levels of energy efficiency, upgrading utilities, allowing a phased delivery of the project and meeting the estimated contract value of £500,000. Isabella gave an overview of the current condition and use of the site, before going through the history of the buildings on site, their uses over the years and historic maintenance/refurbishment of the buildings. She also set out the numerous studies/surveys that had been undertaken as part of the work. The Structural Engineer had identified significant issues with the Guide Hut (it is bowing towards the nearby building) and the condition of the internal fabric. As such, James Grayley Architects had decided to focus their efforts on the Guide Hut and yard. They were not proposing to construct a new building in the Arnold House garden (as had been suggested in the project brief) but to make better use of the existing buildings and to improve the layout of the yard. She stated that the yard and existing storage capacity would be sufficient for the Grounds Team if it were used efficiently. The proposals for the site, as well as the Structural Engineer's findings, had been sent to a Quantity Surveyor who would produce a cost plan. Next steps included clarification of queries in the brief, reviewing the cost plan, starting the planning pre-application process and submission of the final report.

Issues discussed included:

- The possibility that the project might go over the £500,000 budget due to the issues that the Structural Engineer had found;
- That the Grounds Team appear be attached to the site and like being based in the town centre; and
- The need to wait for the Quantity Surveyor's report before understanding how much the proposals might cost.

The Committee thanked Isabella for her work and for coming to provide the update.

### **Resolved**

To note the update.

### **P&A 58/25 20mph Limits in Corsham and Neston (*Minute P&A 73/24 and others*)**

Consideration was given to 20mph limits in both Corsham and Neston. It was approximately one year since 20mph limits had been introduced in the town centre. Shortly after their introduction, the Committee contacted the LHFIG requesting some changes to the terminal points following comments/criticism from residents. The LHFIG responded by asking the Committee to wait a year, to allow the limits to bed-in, before looking at any changes. As such, the Committee had been planning to use this meeting to look at 20mph limits and to formulate a proposal both for the terminal points and for potential extensions to the 20mph limits. However, the Town Council had recently learned that Wiltshire Council would not be looking at any speed limit changes until they had revised their policy on setting local speed limits. Despite this, it was felt that there was still merit in considering the issue as the Committee could put together a considered proposal and potentially submit MetroCount requests ahead of submitting a proposal to the LHFIG.

Issues discussed included:

- The possibility of setting up a separate meeting to formulate proposals for 20mph limits in Neston and Corsham;
- that extending 20mph zones to incorporate the full length of main access routes to the town centre had been included as a 'Should Do' outcome in the Town Transport Plan;
- The possibility of extending the 20mph limit down Pound Pill;
- Whether having universal 20mph limits reduces their impact and encourages drivers not to keep to the speed limit; and
- That engineering solutions might be required to slow traffic speeds through 20mph area.

### **Resolved**

To hold a stand-alone meeting, inviting all interested Councillors and Active Travel Group members, to draw up a proposal for revised 20mph limits in Neston and Corsham.

**P&A 59/25 Springfield Skatepark (*Minute P&A 44/25 and others*)**

Consideration was given to the results of a consultation exercise undertaken with local skaters on the Maverick Industries' designs for a new skatepark. The consultation, which took place using SurveyMonkey, received 123 responses - 116 of those were in support. Of the negative/neutral comments, most related to the size of the bowl elements in the design, with some respondents stating that they were too small and others stating that they were too big. The Corsham Skatepark Project Group had considered the comments and had concluded that there was widespread support for the designs and that there were no elements that needed to be revised.

Issues discussed included:

- That over 95% of respondents had given their support to the designs; and
- That the consultation had not unearthed any issues that needed to be taken up with Maverick.

**Resolved**

To note the results of the consultation and to agree to move on to the planning stage of the project.

**P&A 60/25 Action Plan for the Town Transport Plan (*Minute P&A 20/25 and others*)**

Consideration was given to the Action Plan which sought to track progress on recommendations in the Town Transport Plan. The Committee noted that the Action Plan would be regularly updated and reported to the Committee.

Issues discussed included:

- That there appeared to be reasonable progress against some of the actions already.

**Resolved**

To note the Action Plan.

**P&A 61/25 Update on Local Highway & Footway Improvement Group (LHFIG) Issues (*Minute P&A 47/25 and others*)**

Councillor R Hopkinson had asked for the Committee to re-consider the Lacock Road verge issue, which had been the subject of a substantive bid (ultimately not taken forward). The Committee noted that the verges were in a poor state due to people parking on the double yellow lines and walking along the verges. Wiltshire Council had agreed to ask the street sweeper to visit the area to uncover the double yellow lines and to allow enforcement to take place.

Issues discussed included:

- Whether the verges might be improved by putting down gravel.

## **Resolved**

To pass on the Committee's suggestion to consider putting down gravel in the verges.

The Committee received an update from the Head of Technical Services on the following LHFIG issues:

- That works to install the SID socket at Elley Green were still awaited;
- The results of the MetroCount outside the Cotswold Services Centre were still awaited. The MetroCount had been requested with a view to lowering the speed limit at this location;
- The Senior Traffic Engineer was due to speak to a colleague about the cycling signage that disappeared from Lacock Road two years ago. This might be relevant for the Highway Improvement Request that sought to improve signage on the Corsham to Chippenham cycling route;
- The Request for dropped kerbs at Cross Keys Road would be looked at when officer time allowed.

## **Resolved**

To note the update.

### **P&A 62/25 Requests for Highway Improvements and Traffic Surveys (*Minute P&A 48/25 and others*)**

Consideration was given to the following Highway Improvement Requests:

- i. South Street, Corsham – Request for Parking Restrictions at the junction of South Street and Grove Road.

Issues discussed included:

- That this request had come from one person and that the Town Council had not received representations from other residents over the past few years.

## **Resolved**

Not to support the request.

- ii. A4, Pickwick – Request for a new crossing of the A4 at Pickwick.

The Head of Technical Services pointed out that the possibility of a new crossing in this area had been looked at in 2025. The Senior Traffic Engineer and the local Wiltshire Councillor had conducted surveys and a crossing assessment. They found that there was not a sufficient number of pedestrians to justify a formal crossing, but they drew up plans for informal crossings at three locations. This had formed the basis of an unsuccessful substantive bid. The Senior Traffic Engineer had stated that this scheme could be re-submitted or individual elements of the scheme could be taken forward.

Issues discussed included:

- That people did cross the road here to access the bus stop, Beechfield Nature Area and Middlewick Allotments; and
- That re-submitting a substantive bid for the three informal crossings was likely to be unsuccessful and that it would be better to submit a request for a crossing at the location with most need.

### **Resolved**

To send the Request on to the LHFIG with the recommendation that the informal crossing at Middlewick Lane be taken forward and to indicate to the LHFIG that the Town Council would be willing to consider contributing more than 25% towards the project if that would expedite the work.

### **P&A 63/25 Traffic Surveys – Velley Hill and Westwells**

Consideration was given to the results of traffic surveys undertaken at Velley Hill and Westwells. The surveys had been requested with a view to gaining approval to deploy a speed indicator device (SID) at these locations. The Committee noted that Wiltshire Council's Practice Note on the use of SIDs required the 85<sup>th</sup> percentile to be at least 35mph in a 30mph limit and at least 25mph in a 20mph limit to permit deployment. The survey at Velley Hill had found an 85<sup>th</sup> percentile of 33.78mph. The survey at Westwells has found an 85<sup>th</sup> percentile of 26.29mph.

Issues discussed included:

- That there was a known speeding issue at Velley Hill, but that Wiltshire Council's Practice Note set the bar too high to permit the official use of a SID; and
- That Wiltshire Council should look to revise its Practice Note at the same time as revising their policy on setting local speed limits.

### **Resolved**

- i. To send the results of the Traffic Survey at Westwells on to the LHFIG with a request that this site be approved for SID deployment.
- ii. To write to the relevant committee at Wiltshire Council, requesting that the thresholds for SID deployment set out in the Practice Note be revised.

### **P&A 64/25 Secure Cycle Storage (*Minute P&A 49/25*)**

Consideration was given to a proposal to site two secure bike storage units to the front of Digital Mansion Corsham for use by the public. The units, produced by Spoke Safe, would cost c.£7,000 to install and would require a monthly maintenance fee of £20 per unit. 50% of the proceeds from the hire of these units (£1.50 per day) would go to the Town Council.

Issues discussed included:

- That this location was preferable to the previous proposal (to the side of Hong Kong House) as it was less prominent in the public realm;

- That if there was demand for the units and their installation and use was successful, then other locations could be looked at;
- How long the Town Council would be contracted to pay the maintenance fee if the units were not used; and
- The need to create passenger hubs and that the Town Council's public realm plans envisaged siting secure cycle parking near the bus stop in Newlands Road (in the short stay car park).

**Resolved**

That provided that the Town Council was not committing to paying a maintenance fee for too long, to go ahead with the purchase of two units and their siting in the grounds of Digital Mansion Corsham.

**P&A 65/25 Speed Indicator Devices and AutoSpeedWatch (*Minute P&A 50/25 and others*)**

Since the Committee meeting on 12 November 2025, Speed Indicator Devices had been deployed to the following locations:

Valley Hill, Gastard – 8-15 December:

Average speed incoming 25.54mph. Average speed outgoing 26.75mph.

Maximum speed incoming 58mph. Maximum speed outgoing 78mph.

Valley Road, Corsham – 8-15 December:

Average speed incoming 25.45mph. Average speed outgoing 26.73mph.

Maximum speed incoming 53mph. Maximum speed outgoing 77mph.

There had been at least 11 occasions during this eight-day period when 70mph had been exceeded.

Issues discussed included:

- That the data from Valley Road should be shared with the Police with a view to getting them to carry out enforcement at that location.

**Resolved**

To share the data from the Valley Road deployment with the Neighbourhood Policing Team and asking them to consider carrying out enforcement at this location.

The meeting began at 7.00pm and ended at 8.46pm. There were two members of the public present.

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CHAIR

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DATE