



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

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22 May 2024

To: All Members of the Property and Amenities Committee: Councillors S Abbott, H Belcher OBE, N Brakspear, J Brook, T Ellis, G McCaffrey, J Robertson, G Ward and R Williams.

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 29 May 2024 commencing at 7pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click [here](#) or email dmartin@corsham.gov.uk for instructions.

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 27 March 2024 – *for information only*.
5. Public Realm Update (*Minute P&A 74/23 and others*): To receive an update on efforts to construct a drystone wall and plant native hedging along the frontage of Moxhams and Wyvern House – *for information*.

6. Workshop/Welfare Facilities for the Town Council's Grounds Team and delivery of the Park Place Allotments (*Minute P&A 75/23*): To receive an update on efforts to develop plans for workshop/welfare facilities and to deliver the Park Place allotments – *for information*.
7. Pockeridge Road Play Areas (*Minute P&A 72/23 and others*): To receive an update on the refurbishment of both play areas – *for information*.
8. Update on Local Highway Improvement Group Issues (*Minute P&A 78/23 and others*): To receive an update on LHFIG issues, including:
 - Hartham Lane – The Committee is asked to consider whether to contribute up to £881 towards new dropped kerbs and barriers (plan and costs **attached**).
 - Pickwick Road – The Committee is asked to consider whether to contribute up to £812 towards new bus stop kerbs and footway resurfacing at the bus stop outside the Digital Mansion (image **attached**).
 - Proposed Traffic Regulation Orders relating to Potley Lane, Park Lane, Freestone Way and Pickwick Road (draft maps **attached**) – *for information*.
9. Requests for Highway Improvements and Traffic Surveys (*Minute P&A 79/23 and others*): To consider whether to support the following requests:
 - Coppershell, Gastard. Request to change background colour on play area signage (**copy attached**).
 - Katherine Park Bus Stops. Request for road markings to delineate bus stops at Katherine Park (near Bluebell Mead) (**copy attached**).
 - Katherine Park Bus Stops. Request for road markings to delineate bus stops at Katherine Park (Freestone Way) (**copy attached**).
 - Beechfield Road. Request to alter the location of the bus stop outside the Porch Surgery and for road markings (**copy attached**).
 - Pound Pill. Request that the bus stop serving the Pound Arts Centre is marked better with a bus stop flag, timetable and road markings (**copy attached**).
 - Purleigh Road. Request to reduce speed limit to 20mph (**copy attached**). The Head of Technical Services has already submitted a Traffic Survey Request at this location

– *for consideration*.
10. Correspondence Regarding a Request for Residents' Parking along Stokes Road. The Town Council recently received a request to consider a residents' parking scheme along Stokes Road. The original request and the response of the Head of Technical Services is **attached**. The Committee is asked to consider the request and what course of action should be taken in regard to this request and possible future requests for residents parking schemes in the town – *for information/consideration*.
11. Noise Complaints – Methuen (Town) Hall: Following recent noise complaints arising from use of the Town Hall, a number of changes have been implemented temporarily whilst we seek this Committee's support. The aim is to try to minimise the likelihood of future noise problems associated with use of the Town Hall whilst still allowing groups and individuals to use the venue for entertainment. The noise complaints were primarily about music being played into

the early hours at a private party. The licence for the venue extends to 1.00am but our current terms and conditions have a cut off of 11.45pm for music.

The following actions have been taken as an interim measure whilst this Committee's support is sought:

- Bringing the time that live or recorded music can be played forward to the earlier time of 11.30pm
- Ensuring the caretaker or duty member of staff is on site at least 10 minutes before the music cut off time to ensure the hirer complies
- Amending the terms and conditions to expand the damage and loss clause to include non-compliance with conditions in general
- Amending the terms and conditions to remind hirers to limit the volume of any music played, with a request to keep bass levels down
- Making a separate notice for hirers/users reminding them to be respectful of our largely residential neighbours
- Introducing a half-hour hire charge covering midnight to 12.30am.

Our staff already explain to hirers about the cut off time for music and this will be given particular emphasis for current and new bookings where music is played.

There are currently three bookings which go beyond 11.30pm. These are on 18 May 2024 (midnight), 18 October 2024 (12.30am) and 3 May 2025 (midnight). We will honour the later times of 11.45pm for music cut off but any new bookings will have the earlier time of 11.30pm.

Recommendation: That the changes to the terms and conditions outlined above be approved.

12. Update on the Speed Indicator Devices and AutoSpeedWatch (*Minute P&A 65/23 and others*): A report setting out the information collected by the Speed Indicator Devices is **attached** – *for information*.
13. Traffic Survey Results: To consider the results of a Traffic Survey carried out at Velley Hill, Gastard (**copy attached**) – *for consideration/information*.
14. Public Realm – Defects in the Conservation Area (*Minute P&A 66/23*): At the Property & Amenities Committee meeting on 24 January, the Committee gave approval to the Head of Technical Services to draw up a list of defects in the Corsham Conservation Area and to engage with Wiltshire Highways about addressing these. The list of defects has now been drawn up and submitted and is **attached**. An update will be given at the meeting – *for information*.
15. Proposed Traffic Regulation Order – A4: A proposed Traffic Regulation Order that would reduce the speed limit along part of the A4 at Cross Keys is **attached** – *for information*.
16. Proposed Traffic Regulation Order – Corsham 20mph: A proposed Traffic Regulation Order to introduce 20mph speed limits in Corsham town centre is **attached** – *for information*.