

**Minutes of the Property and Amenities Committee Meeting held at
Corsham Town Hall on Wednesday 31 July 2024**

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

In Attendance J Whittleton (Head of Technical Services)

P&A 17/24 Apologies

Apologies were received from Councillor G Ward.

P&A 18/24 Public Question Time and Petitions

None received.

P&A 19/24 Declarations of Interest

Councillor S Abbott declared a non-pecuniary interest in agenda item 9 (A4 Pedestrian Improvements). He had a family member who lived next to one of the locations. He remained in the meeting during the discussion and decision on the item.

P&A 20/24 Matters Arising from the Minutes of the Property & Amenities Committee meeting held on 29 May 2024

Minute P&A 05/24 - Public Realm Update - The Agreement with Greensquare Accord to construct a small section of drystone walling and to plant native hedging along the frontage of Moxham's and Wyvern House had been signed.

The bollards outside Londis had now been installed.

Resolved

To note the updates.

P&A 21/24 Pockeridge Road Play Areas (*Minute P&A 07/24 and others*)

The Committee received an update on the refurbishment of both play areas. Wicksteed's contractor had completed most of the installation. However, work had been delayed by the discovery of a gas pipe at Pockeridge B which hadn't shown up in asset searches. This had necessitated a few amendments to the layout of Pockeridge B and moving one piece of equipment from Pockeridge A to Pockeridge B. It was likely that the ROSPA inspections would take place on 9 August and that

(assuming there were no issues) the two areas would be opened for residents to use after this.

Issues discussed included:

- The possibility of additional planting at both sites.

Resolved

To note the update.

P&A 22/24 Park Place Allotments

Consideration was given to a draft specification for the construction of the allotments at Park Place. The draft specification followed the planning permission very closely. The most significant change was to reduce the number of allotment plots from 15 to 14. This was due to the proposed creation of a communal orchard, rather than spreading the fruit trees throughout the individual plots. Tree planting was an important element of the biodiversity net gain assessment carried out as part of the planning process. It was the intention to publish the specification very shortly after the meeting with a view to getting the allotments delivered in time for the next growing season.

Resolved

To approve the draft specification for the Park Place Allotments.

P&A 23/24 Emergency Plan (*Minute P&A 23/22 and others*)

Consideration was given to an updated version of the Emergency Plan. The Plan had been updated to account for changes in personnel/contact details and to take account of Emergency Contact Hubs (a new initiative from Wiltshire and Swindon Prepared). It was noted that the Plan did not seek to provide a proscriptive instructions, but to provide a useful tool/aide memoire for use in an emergency. The Plan contained sections on flooding, snow/cold weather, pandemics, loss of utilities and major incidents.

A discussion took place about Wiltshire and Swindon Prepared's Emergency Contact Hub initiative. Issues discussed included:

- That Emergency Contact Hubs were intended to be community run spaces where residents could find warmth and shelter, welfare provision, information, and to enable communities to help and support themselves in an emergency;
- It was noted that Corsham Town Hall and Gastard Village Hall had already been put forward as potential hubs; and
- That there might be emergencies where it would not be helpful for the community to congregate i.e. during a pandemic.

Resolved

- 1) To approve the updated Emergency Plan.
- 2) To consider Emergency Contact Hubs at the next Committee meeting along with the guidance issued by Wiltshire and Swindon Prepared.

P&A 24/24 Review of Street Cleaning and Litter Picking Services

The Head of Technical Services gave an update on a review being carried out by office staff and the grounds team. The review was examining the cleansing services currently being undertaken by the Town Council and the potential to expand or improve services such as street sweeping, litter picking, public recycling facilities etc. It had been noted that some other town councils in the county were carrying out a more comprehensive street sweeping service: operating multiple street sweepers in-house and having a regular schedule of sweeping. This additional service came with significant extra costs including the purchase/lease of street sweepers (new 2-4 tonne sweepers could cost £90,000), the disposal of arisings and additional staff costs. It had been noted that there was some variance among councils in interpreting the environmental regulations around the disposal of arisings and that this had a large impact on the cost of dealing with the material that was picked up. It was felt that the Council would be in a better position to assess what kind of service it should provide if it was able to conduct a trial of a street sweeper. Staff had received a demonstration of the Maxwind Pedestrian Sweeper – a small pedestrian operated (as opposed to driver-operated) piece of equipment and had been impressed. They were suggesting leasing a Maxwind for a 3-month period to assess its effectiveness, the staffing implications for its operation and the cost/ease of disposing of arisings. It was noted that the machine's brush heads could be replaced by steel brushes which could be used to tackle roadside weeds. It would cost £3,725 to hire for three months.

Resolved

To undertake a 3-month trial of the Maxwind Pedestrian Sweeper.

P&A 25/24 Update on Local Highway Improvement Group (LHFIG) Issues (*Minute P&A 08/24 and others*)

Consideration was given to the following LHFIG issues:

A4 Pedestrian Improvements - Requests for pedestrian improvements at several locations (Middlewick Lane, Hare & Hounds, Woodlands and Field House). Highways officers had begun working on designs ahead of a potential substantive bid. The LHFIG had agreed to contribute £2,126.96 and had asked the Town Council to contribute £4,873.04 towards the project (substantive bids require a minimum of £7,000 from the locality).

Issues discussed included:

- The potential solutions that the highways officers might put forward and the locations.

Resolved

To contribute £4,873.04 towards the project so that it could be submitted as a substantive bid.

Potley Lane – Congestion and speeding. The Committee had previously allocated up to £725 towards a 20mph speed limit assessment. The LHFIG had asked for an additional £50 due to rising costs.

Resolved

To contribute up to £775 towards the speed limit assessment.

Corsham Waiting Restrictions – Batch 2 (Park Lane, Pickwick Road, Freestone Way, Potley Lane and Corsham Estate). The Committee had previously allocated up to £1,012 towards these waiting restrictions. Due to rising costs the LHFIG had asked the Town Council to contribute an additional £125 - £1,137 in total. The Committee noted that correspondence had been received from a local resident concerning the terminal point of waiting restrictions in Park Lane. The Committee was minded to support a small amendment to the waiting restrictions in that location and would support comments submitted by the resident during the consultation on the TRO.

Resolved

To contribute up to £1,137 towards the waiting restrictions.

P&A 26/24 Requests for Highway Improvements and Traffic Surveys (*Minute P&A 09/24 and others*)

Consideration was given to the following Highway Improvement Requests:

Tramways. Request for parking restrictions.

Issues discussed included:

- Whether there was a genuine ongoing issue with access being restricted by parked vehicles.

Resolved

To contact the emergency services and refuse companies to see if they had experienced any issues gaining access to Tramways.

Hatton Way. Request for double yellow lines.

Resolved

To defer consideration until the next meeting for photographs to be taken of the area in question.

Pound Pill. Request to extend the proposed 20mph limit across the railway bridge.

Resolved

To support the request and to send it on to the LHFIG.

Easton Lane. Request to improve the Easton Lane traffic free route between Corsham and Chippenham.

Issues discussed included:

- Previous efforts to reduce the speed limit along Lacock Road and whether having an improved active travel route included in the Local Cycling and Walking Infrastructure Plan (LCWIP) would improve the case for a reduction.

Resolved

To support the request and to send it on to the LHFIG.

P&A 27/24 Traffic Regulation Order – Waiting Restrictions at Beechfield Road, Eldridge Place, Hatton Way, Ludmead Road, Meriton Avenue, Moor Barton, Priory Street, A4 Bath Road, Lacock Road, Priory Street and South Street

Resolved

To note the Traffic Regulation Order.

P&A 28/24 Update on the Speed Indicator Devices and AutoSpeedWatch (*Minute P&A 12/24 and others*)

Consideration was given to data collected from the Speed Indicator Devices (SIDs) during their deployment at the A4 Pickwick, Valley Road, Park Lane and Velley Hill.

Issues discussed included:

- That the four sites had shown quite high average speeds;
- Ongoing issues getting SID sites approved against Wiltshire Council's practice note; and
- That reports from the AutoSpeedWatch were continuing to be sent to Wiltshire Police.

Resolved

To speak to Wiltshire Police about the effective use of the AutoSpeedWatch camera and the data produced.

P&A 29/24 Proposed Wayleave Agreements

Consideration was given to two proposed wayleave agreements from BT Openreach to place fibre nodes on both the Town Hall and Arnold House. The proposed locations were on the side of the buildings at both locations and were near existing apparatus. Wiltshire Council's Planning Department had been contacted to see if there were any listed building/conservation area implications.

Resolved

Not to raise any objection to the two wayleave agreements.

P&A 30/24 Annual Grit Bin Audit

Volunteers were sought to take part in the annual inspection of grit bins.

Resolved

That Councillors N Brakspear and T Ellis take part in the audit.

P&A 31/24 Annual Site Visits

The Committee noted that the annual site visits would be taking place at 7pm on 20 and 27 August.

Resolved

To note the information.

P&A 32/24 Proposed Traffic Regulation Order – Corsham 20mph

Consideration was given to a proposed Traffic Regulation Order to introduce 20mph speed limits in Corsham town centre.

Resolved

To note the proposed Traffic Regulation Order.

The meeting began at 7.00pm and ended at 8.13pm. There were no members of the public present.

CHAIR

DATE