



**Bradford on Avon
Town Council**



Minutes of the Sustainable Travel Council meeting of
BRADFORD ON AVON TOWN COUNCIL held

on Tuesday 29th November 2022
at 7p.m in St. Margaret's Hall

Attendance – Town Council

Cllr S Gibson*
Cllr A Potter (in place of Cllr Parker)
Cllr T Trimble (Chairman)
Cllr K Vigar
Ian Brown (Chief Executive/Town Clerk)
Sarah Howe (Committee Clerk)
Matthew McLaughlin (Communications Officer)

Apologies: Cllr S Blackwell, Cllr D Garwood, Cllr S McNeill-Ritchie, Cllr J Parker,
Cllr J Vittles,
*Arrived 7.15pm

Members of the public: Annette and John Seekings, Joyce Shaw, Andrew Nicolson, Pat Douglas,
Glenys Lunt plus 2 others

31.. Declarations of interest – None

32.. Minutes - It was proposed by Cllr Vigar and seconded by Cllr Trimble and with all in favour
RESOLVED: To accept the minutes of the last meeting held on 27th September 2022 as a true
record.

33. Matters Arising – (discussed at the end of the meeting) Cllr Garwood has investigated the
acquisition of an acoustic camera, for use in the town centre to monitor traffic noise, and identified a
possible source of Government funding. Unfortunately the funding identified has already been
allocated and a trial is underway in Bradford, Bristol, Great Yarmouth and Birmingham with results
due in in the new year. The BoA M.P. has been approached for funding and has responded that BoA
would have to wait for the results of the national trial, but she believes BoA and Hilperton are two
local areas which will benefit from an acoustic camera.

34. Chairman's Report

The Chairman referred to his report which was discussed at the meeting. The Chairman updated the
committee on the meeting between the town council, the BoA M.P. and Wiltshire Council. WC are
now insisting that the TC make a substantial contribution to the modelling costs. Other towns in
Wiltshire have also contributed to the cost of traffic modelling so a precedent has been set. The M.P.
also supported WC's position and confirmed the TC would have to contribute funds. TC have been
asked to pay two thirds of the modelling costs which would be £33K. Cllr Vigar stated that the TC are
still awaiting a formal response to the questions posed in her letter of the 25th October 2022 so that
the council has sufficient information to consider the request carefully and debate a motion to approve
funds.

35. Wiltshire Council Local Highways & Footway Improvement Group (LHFIG)

Following a question from local resident Andrew Nicolson around the use of best practice for the LHFIG request process, the process will be reviewed and approval sought at the next Sustainable Travel committee meeting.

36. LHFIG Proposals

Items A to D below were considered by the committee. It was proposed by Cllr Gibson and seconded by Cllr Vigar and with all in favour. **RESOLVED:** to approve funds as detailed below

A. Speed Limit Assessment Programme: **RESOLVED:** to approve funds of £1250 match funded by LHFIG to determine suitability of several roads for a 20mph speed limit between Ashley Road and Newtown.

B. Proposed traffic calming measures Berryfield Road and approaches to Christ Church School: **RESOLVED:** to approve funds of £3500 to match fund LHFIG as part of the 'substantive bid' proposal.

C. Sladesbrook: **RESOLVED:** to approve funds of £225 match funded by LHFIG to paint SLOW markings on the approach to the nursery from the north.

D. Norden/Kingston Rd junction: **RESOLVED:** to approve funds of £200 match funded by LHFIG to paint arrowheads on ramps to raised section at the junction.

E. Residents Parking Permit Survey, Lower Woolley Street/Silver Street: A statement was read out by the Chairman from local resident Wendy Monkhouse (see appendix 1. at the end of these minutes). The Chairman confirmed that the survey had been completed with 16 households contacted and 13 completing the survey supporting the initiative. The proposal is for those residents signed up to the scheme to be eligible for unlimited parking on Lower Woolley St with the current 1 hour restrictions remaining in place for non-residents. The Chairman is in support of the proposal for the benefit of Lower Woolley St residents and those of neighbouring streets such as Whitehill where there is knock-on pressure on parking. A discussion ensued and the following points were raised:

- (i) For the case against the scheme – the current 1-hour section of parking is much needed for visitors paying quick trips to the town centre such as those collecting items from the pharmacy. The scheme would allow residents to fill up the bays for much longer periods of time excluding shoppers.
- (ii) The Chairman felt that shoppers can still park further up Woolley St free of parking restrictions negating concerns in (i) above.
- (iii) St Margaret's Street and Frome Road which are similar distances from the town centre as Lower Woolley St already have residents parking or up to 2-hour non-resident parking bays so the scheme would make the parking for central residents of town fairer across town. However, it was noted residents of Trowbridge Road do not have a scheme in place.

The Chair ended the discussion confirming his view that he wanted to pass the proposal to LHFIG for consideration. It was proposed by Cllr Trimble and seconded by Cllr Vigar and with all in favour. **RESOLVED:** to send the proposal to LHFIG for consideration but the finalised proposal from LHFIG on the details for the scheme would need to return to the Sustainable Travel Committee for final approval.

37. Wiltshire Council's Highways Improvement Forms

The LHFIG report was noted by the committee from the delegated working group to consider LHFIG form requests with the following approved suggestions to be submitted to Wiltshire Council

- (i) Extra loading bay Church Street. Council does not support.
- (ii) Removal of staggered barriers on path between Church Street and Barton Orchard. Council does not support.
- (iii) Removal of staggered barriers on path between Barton Farm and swimming pool. Council does not support.
- (iv) Request for zig-zag lines outside school entrances. Council does not support as already being dealt with in an earlier request in 2023.
- (v) Street sign for Barton Close and Courtside Terrace. Support.
- (vi) Improve pedestrian safety in St Margaret's Car park and review ramp on McKeever Bridge. Support.

- (vii) Improved pedestrian safety on (a) St Margaret's Street. Council does not support and (b) improvements to Frome Rd/ Station Approach mini roundabout. Support bollards but not altering the roundabout design. However, awaiting audit recommendations.
- (viii) Relocate bus stop from Town Bridge to Millennium Garden, remodel garden entrance, move pedestrian crossing and garden entrance. Council does not support.
- (ix) Improve walkways on Wine Street and Newtown. Council does not support.

38. Pedestrian River Crossing

The Chairman provided a verbal update with a formal written update likely early in the new year. Initial talks involved councillors, WC engineers, a WC Conservation Officer and a local resident with substantial experience in this type of project. Subsequently there has been a meeting with a consultant from the National Trust who was able to offer considerable advice in launching a project such as this and how to initiate funding requests. The next step is to prepare a Strategic Outline Case in line with the Government's Green Book guidance to help facilitate the process of applying for funding. A consultant will need to be employed to develop the Strategic Outline Case which will have various objectives including pedestrian safety.

Cllr Gibson confirmed that if we do not work through these steps and prepare a Strategic Outline Case then funding would be difficult to source.

39. Date of next meeting

The next meeting has been arranged for 24th January 2023.

The meeting closed at 8.05 p.m.

APPENDIX 1

Members of the public who spoke at the Sustainable Travel Committee meeting on the 29th November 2022

Emailed statement from Wendy Monkhouse about agenda item 8 LHFIG proposals Lower Woolley Street Residents' Parking Permit.

'We have lived at Woolley Street since 2005 in various combinations (my brother and sister-in-law and their four small children, my mother, who is now 94, and myself). We have found it immensely difficult without resident parking, as the town has gradually experienced increased commercial activity in Woolley St, and the rubber factory has been developed and since 2008 when the parking system changed in Woolley St. Now, it is incredibly hard as my mother's principal carer to collect and drop her off at our house, to bring shopping in and out, and to manage visitors including health workers and tradesmen. We have been asking for residents' parking since 2008.

The benefits for the town are that we would no longer have to drive round and round the town to find parking, as we currently do, which negatively affects both the environment and the volume of traffic. For families to live on Lower Woolley St. residents' parking in the nearest currently 1-hour bay is a necessity, particularly for those with limited mobility and those who support them while also having to use a car for their jobs. Stopping at the house and then driving around the whole town to park far away from the house is no longer sustainable, and I hope that the committee will recommend the implementation of residents parking for us and our neighbours without further delay.'

Questions:

- 1) Emailed question from Jeremy Wire: 'when will you create a plan to promote the use of Cargo bikes and bikes with trailers on the BoA road and cycle network, what measures might be used – specifically: will you remove barriers to such cycling on those networks and introduce 'no cycling' signs in their place? The Chairman confirmed he would reply to Jeremy Wire in writing as requested.
- 2) Annette Seekings – About Agenda item 10. Does this Town Council intend putting on public record all expenses incurred by the footbridge working group? And as a running account not a final account? The Chairman offered to write a reply but confirmed there are no expenses at this point and no consultants employed yet.
- 3) Glenys Lunt – About Agenda item 7. The residents parking permit on Lower Woolley Street, according to the agenda more than 50% want residents parking. How many have been surveyed? Have the council considered my suggestion that if there is to be residents parking it need not be outside a particular person's house but round the corner and past the Dower House where there is at present unrestricted parking for 12-14 cars? The Chairman confirmed he did look at moving the parking section for consideration, but it was not appropriate due to residents with mobility issues. Glenys asked if the businesses have been consulted with respect to the section under discussion to which the chairman replied that for the time being it was a residents parking permit survey about whether they would like residents permits and their opinions on the topic.
- 4) Andrew Nicolson questions:
 - (i) E-bus and E-car surveys, is the council using outside consultants, and if so who and how much would they cost, or inhouse to process the responses? The Chairman confirmed that Co-cars (E-car survey) were processing those responses and making them public. The Big Lemon bus company and the town council would process the E-bus responses and in both cases, there would be no cost.
 - (ii) When was the decision taken by the council to use the surveys by these providers? The Chairman stated that there was no decision taken at a committee meeting but as there were no competitors either for the bus or car companies offering surveys, Co-cars and The Big Lemon Bus company were the only options available.
 - (iii) LHFIG request forms, have the latest set been looked at by many councillors? The Chair confirmed that Cllrs Trimble and Vigar surveyed the latest set of requests and Cllr Parker had joined them previously. Mr Nicolson thought the subgroup (working party) seemed small to which the Chairman replied that all members of the Sustainable travel committee are invited to join the working party but it is obviously dependent on availability.

- (iv) On the Pedestrian crossing: when will there be a written update on progress: The Chairman confirmed in the New Year as discussions are currently informal, of a general nature and at the very early stages.
- (v) Shouldn't the pedestrian crossing working group 'consultant' be identified? Cllr Vigar stated that he had been invited to the initial meetings in an informal capacity and permission to release his details had not been sought, so no not at this stage.
- (vi) Andrew Nicolson's St Margaret's Street and Newtown pedestrian safety improvements LHFIFG requests which have not been supported by the town council delegated group: why does LHFIFG not have sight of all the request forms just the town council? The Chairman confirmed that despite a lack of TC support in some cases, LHFIFG are sent all the request forms. He confirmed that in the case of the St Margaret's Street request the highways engineer and the Chairman had both looked at the situation and agreed that no improvement was necessary.
- (vii) The LHFIFG process flowchart does not necessary reflect best practice if you look at the websites of the Westbury and Frome Councils, should BoA consider best practice for their LHFIFG process. The chairman confirmed that this was something which should be considered and will look into it.
- (viii) WC highways engineers must have two bites of the cherry if they view the requests before and after the requests go to the town council for approval? The Chairman suggested that perhaps that was a good thing.