



Sustainable Travel committee minutes

Minutes

From the committee meeting at 7pm on Tuesday 12 March 2024

At St. Margaret's Hall, Bradford on Avon

Decision making

The **decisions** made by the committee at this meeting are at minutes [31](#) & [34](#).

Present

Councillors:

- Tim Trimble (Chair of the committee)
- Sam Blackwell
- Dave Garwood *left at 20.10pm
- Sarah Gibson
- Jennie Parker
- Jack Vittles

Town Council Officers:

- Ian Brown – Town Clerk

Meeting clerk:

- Sarah Howe – Committee Clerk
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Apologies

From Councillors unable to attend the meeting:

- Simon McNeil-Ritchie
 - Katie Vigar
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30. Declarations of interest

There were no declarations of interest.

31. Minutes from the previous meeting of the committee

Proposed by Councillor Jennie Parker

Seconded by Councillor Jack Vittles

And with all in favour it was **resolved**: that the minutes of the last committee meeting held on 23 January 2024 be accepted as a true record of the meeting.

32. Matters arising

There were no matters arising.

33. Agenda item 7 - Traffic Modelling Update

The Chair gave a short presentation to members, for information only, offering some of his thoughts from the Traffic Modelling report from Atkins Consultants.

The Chair concluded his presentation by reminded everyone present about the engagement sessions on the 20 March 2024 4-8pm and 23 March 2024 10-2pm where councillors, officers, Wiltshire Council staff and Atkins Consulting will be available to answer any questions.

33. Agenda item 6 – Chair’s Update

The Chair presented his update as supplied with the agenda. Additionally, he added that initial results from the Sustrans Safer Pedestrian crossing consultation appear to be positive.

He also noted from the LHFIG current requests summary that the 20mph signage and flashing lights on Sladesbrook outside Christ Church school are finally installed.

It was also confirmed that the D1X bus service to Bath and Trowbridge would restart on 8th April.

34. Agenda item 8 – Local Highways and Footways Improvement group (LHFIG) Review Process

The Chair referred to the report supplied with the agenda and accompanying Appendix A: Eligibility and Assessment form.

The Chair confirmed that taking the new approach described in the report was the sensible thing to do to prioritise requests and create consistency,



particularly with the budgets held at £20,000 both for LHFIG and Bradford on Avon Town Council's Sustainable Travel committee. The new system will use the criteria set out in the Eligibility and Assessment form to rank requests twice a year for consideration applying discipline and rigour however a couple of amendments are proposed suggested by a local resident.

At Step 2 replace 'For the Community' with 'more inclusive access in town'

Also, at Step 2 separate out 'For walking and cycling in the town' to become 'benefits for cycling in town' and benefits for walking in town'.

The Chair has discussed the process with Wiltshire Council staff who are happy with the new system. The process will be trialled for a 12-month period and then reviewed.

Councillor Vittles stated he believed this was strategically sensible too as it allowed the committee to look at the requests in the round which would help with prioritising and managing the budget. He also favoured reviewing the process after a year. Councillor Gibson also felt the grading matrix was a good idea and confirmed this type of approach had been used to date, but the written form helps make the decision-making process more defined and transparent.

The Chair went on to confirm that although requests will only be looked at every six months any urgent requests, say at the site of an accident, can be rushed through in a timely fashion if necessary.

The acknowledgement of receipt of requests was discussed and it was agreed that the town council should respond within 7 days.

Therefore, it was:

Proposed by Councillor Parker

Seconded by Councillor Vittles

And with all in favour it was **resolved** to adopt the new LHFIG process and eligibility and assessment form with the amendments that:

- At Step 2 replace 'For the Community' with 'more inclusive access in town'



- at Step 2 separate out 'For walking and cycling in the town' to become 'benefits for cycling in town' and 'benefits for walking in town'
- the town council to acknowledge receipt of requests within 7 days and review the whole process after 12 months.

29. Next meeting

The next committee meeting was provisionally arranged for Tuesday 11 June 2024.

End of the meeting

The meeting finished at 8.20 pm



Appendix A - Comments and questions from the public

There were 2 comments and questions from the public at the meeting. There were around 12 members of the public present.

Comments and questions regarding Agenda item 6 Chairs Update

There was a question regarding the Lower Woolley Street Parking permit request.

The resident stated that the only place in Bradford on Avon with a parking permit restriction was the Frome Road and he was concerned that anyone could apply for a parking permit without understanding the effect it would have on someone else.

Councillor Trimble confirmed that the Traffic Regulation Order is out now for the public to comment on and that subsequently Wiltshire Council will look at and act on the responses submitted so nothing is decided yet.

The resident asked about the Town Council's views on the request.

Councillor Trimble confirmed that residents in the lower part of Woolley Street have nowhere to park and often drive around looking for spaces and end up in other residential streets. A permit allows parking for longer than the restriction but does not guarantee a space. Spaces will become available during the day for shoppers in town.

Comments and questions regarding Agenda item 7 – LHFIG Process review

There were questions from a resident and member of Cycling UK.

The resident addressed several issues which included:

The new process will review requests twice a year whereas other members of the Area Board review more frequently in some cases such as every 3 months.



The resident believes Wiltshire Council wants to see all requests from residents and the town council should not hold any back. Does this put Bradford on Avon residents at a disadvantage? Wiltshire Council staff have the expertise.

Requestors do not receive much information once the forms are submitted.

Councillor Trimble stated that the 6-month review of requests process will have very little impact. Currently LHFIG has a to do with around 45 requests being progressed. The group and traffic engineers can only deal with around 6 at a time so there is a backlog to address. Any serious safety issue requests will go to the top of this list.

Wiltshire used to be interested in seeing all requests but more recently have made it clear that they are happy for the Town Council to prune out any they don't see as priority or with appropriate value. The Town Council currently have committed £26,000 to LHFIG projects so low priority projects are unlikely to qualify for the limited funds available.