



Sustainable Travel committee minutes

Minutes

From the committee meeting at 7pm on Tuesday 23 January 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
- Sarah Gibson
- Simon McNeil-Ritchie
- Katie Vigar
- Jack Vittles

Town Council Officers:

- Matthew McLaughlin – Communications Officer

Meeting clerk:

- Sarah Howe – Committee Clerk
-

Apologies

From Councillors unable to attend the meeting:

- Jennie Parker
-



30. Declarations of interest

Councillor Garwood declared his interest as he is a resident of Market Street regarding Agenda item 8.

31. Minutes from the previous meeting of the committee

Proposed by Councillor Jack Vittles

Seconded by Councillor Katie Vigar

And with all in favour it was **resolved**: that the minutes of the last committee meeting held on 3 October 2023 be accepted as a true record of the meeting.

32. Matters arising

There were no matters arising, although there was a question regarding agenda item 8 from the minutes of the 3 October 2023 meeting from a member of the public.

33. Agenda item 8 - Traffic Modelling Update

The Chair read out his update which is attached to these minutes at Appendix A. The Chair then took questions regarding Agenda item 8 which can be found at the end of the minutes at Appendix B.

33. Agenda item 6 – Chair’s Update

The Chair presented his update as supplied with the agenda. Additionally, Sustrans who are preparing the outline business case for the safer pedestrian crossing are hoping to have a draft report by the end of February. Finally, Bradford on Avon may have a visit from the electric bus company The Big Lemon, who may be bringing an electric bus on a tour of some of the local towns including Bradford on Avon on 20 April 2024.

34. Agenda item 7 – Local Highways and Footways Improvement group (LHFIG) Review Process

The Chair referred to the report supplied with the agenda adding that the LHFIG group which deals with the Area Board’s highways and footpaths improvement requests only has a budget of £20,000. There has been a huge inflation in the cost of highways work which in real terms means less can be done. Consequently, the town council now needs to prioritise requests more strictly and there are now steps to review the ‘new requests’ process.

Councillor Garwood asked who the members of the group are, and the Chair confirmed that there are 4 Wiltshire councillors making up the committee as



named in the report along with 12-20 representatives from town and parishes around the Area Board.

Agenda item 7 - Local Highways and Footways Improvement Group (LHFIG) - new requests from residents for approval.

The recommendations and decisions from the delegated LHFIG group were noted.

Agenda item 7 – LHFIG Highways improvement active proposals and funding requests

The Chair summarised active LHFIG proposals and funding requests which were considered by the members present as supplied with the agenda.

- Bridge street and Library carpark

Request for 'Give Way' markings on exit of the library carpark onto Bridge Street and 'Keep Clear' markings on St Margaret's Street. Councillor Gibson confirmed that there had been an accident at this junction and several residents along Bridge Street had supported the request for additional road markings.

Total cost £1500, LHFIG are seeking a contribution from the town council of £750.

Proposed by Councillor Sarah Gibson

Seconded by Councillor Katie Vigar

And with all in favour it was **resolved** to make a 50% contribution of £750 towards the £1500 cost of road markings at the Bridge Street/Library carpark and St Margaret's Street junction.

Agenda item 7 - LHFIG Progress Chart at January 2024

The progress chart of active LHFIG requests was noted.

35. Next meeting

The next committee meeting was arranged for Tuesday 12 March 2024.

End of the meeting

The meeting finished at 7.50 pm



Appendix A - Agenda item 8

Traffic Modelling Update 23rd January 2024

The Atkins Traffic Modelling Report has now been received and is on the website. We welcome it as a positive step forward and would like to thank Atkins for their thorough and professional approach to a very complex issue.

Their conclusion is that Option C would be best to achieve the 3 aims of Future of Transport consultation (Pedestrian and Cyclist Safety, Air Quality, and reduced Traffic Volume). This option has significant benefits, but we must not pre-judge and will engage with the town and give the public a chance to express their views.

This is part of a three stage approach as agreed with Wiltshire Council in September 2021. Stage 1 was the Future of Transport consultation, stage 2 is the traffic modelling and the next stage 3 we will engage with the town to confirm which approach the town wants to pursue. Whatever we do has to be a collaborative effort with Wiltshire as they are the Highways Authority.

We now need to plan the engagement with the town in terms of publicity, format of questions, timing of in person events to coincide with Atkins and Wiltshire Council staff availability.

Given the significant logistical effort required for the next public meeting we provisionally think it is most likely to take place sometime in March or early April.

This process will start tomorrow (24th January) when we have a meeting with Wiltshire Council officers and the Cabinet member for Transport Caroline Thomas.



Appendix A: Comments and questions from the public

There were various comments and questions from the public at the meeting. There were around 25 members of the public present.

Comments and questions regarding Agenda item - 5 Matters Arising

There was a question regarding the progress of the Resident Parking Permit request for Woolley Street.

The Chair confirmed that the Traffic Regulation Order is still waiting to go out, but the process at Wiltshire Council seems to be very slow at the moment. TRO's are bundled up with a few other waiting restriction projects to keep costs down. The resident asked if Councillor Trimble can apply any pressure. He confirmed he would write to the Head of Highways Operations to chase up.

Comments and Questions regarding Agenda item 6 – Chair's Update

There was a question asking if Atkins, the traffic modellers, and Sustrans, who are preparing the outline business case for the safe pedestrian river crossing, have been in touch with each other.

The Chair confirmed that they have been in touch with each other. Sustrans have a copy of the Atkins traffic modelling report. Sustrans believe that their work is not overly affected by the traffic modelling process.

Comments and questions regarding Agenda item 7 – LHFIG Process review

There was a statement from a resident and member of Cycling UK.

He recognises that the strategic needs and priorities of improvements requests needs a rethink but has concerns about the process at town council level in terms of democracy, due process and public engagement stating:

Process flowchart has already been changed since publication in 2022

Review process should be a decision for the committee, not information only. The decision should be published on the agenda and not decided this evening.

The review process should include LHFIG members as well as town council members.

Is it constitutional that the delegated group has unspecified membership and unpublished meetings and site meeting dates.



The delegated group should make recommendations not decisions and the committee should consider the recommendations. Working groups can have co-opted members, perhaps this one should.

Requests should be published on the town council site and those making the request a chance to go on site visits with the delegated group. Requesters names should be made public.

Traffic light system for requests used by some councils to prioritise requests.

If the Town council rejects requests they should still forward them to Wiltshire Council so they are aware.

The Deputy Council Clerk confirmed that the review has not taken place as yet and this report is the first announcement that a review will be taking place shortly. There are current flaws which need addressing and the next Sustainable Travel meeting will be making the decision whether to adopt the revised process.

Councillor Vittles confirmed at the previous Sustainable Travel meeting on the 3 October 2023 that as councillors moved through all the funding requests various councillors felt the process needed reviewing. Councillor Vigar also stated that Officers are able to review operational matters and then provide a report to councillors with their findings. The Chair confirmed the members of the delegated group are Councillors Trimble, Vigar and Parker and that delegated groups can take decisions which are noted by the rest of the committee. In this case, a delegated group is necessary to look at the requests and pay a site visit ahead of the committee meetings as not all committee members can be available for site visits.

Agenda item 8 – Traffic Modelling Update

(Q1) - Option C is win-win-win! It's effectively a virtual 'peak-period one-way system' with priority going north up Market Street;

an alternative 'loop' route down to the bridge for drivers 'in the know' when congestion on Masons Lane is high; and for residents 'on-the-loop', quiet periods for the majority of the day and night when traffic is 'off-peak'! What's needed is a lot more courtesy: at the shuttle points, as pedestrian crossings, and at cycleways. Does the council agree?



The Chair confirmed Option C had some benefits. But people need time to make their own minds up and give views. Wiltshire council (WC) has insisted that the decision over which model is preferred is made by the Town Council as historically WC has spent money on traffic management in the town and the town has rejected schemes at the last minute.

A resident thanked the town council for publishing the report. He felt there should be caution over jumping to a decision over Option C as a lot of money will need to be spent and it's possible that the 'do nothing' option could be the right decision. It will cost £1,000's for what will amount to minor adjustments. Perhaps a macro study is needed to reduce through town traffic instead.

The Chair thanked the resident and confirmed that funding for any scheme will need to come from central government.

(Q3) A resident asked two questions:

The next consultation is key and needs to be published widely. Perhaps using the newsletter. The Chair agreed that the next engagement process must be as inclusive as possible.

Have the emergency services been contacted?

The Chair confirmed that in development of any scheme of this type the emergency services are routinely contacted.

A resident asked if there was value for money from the modelling process. Can we still model air quality and reductions in traffic volume and have we bought WC's trust? Will we foot bills for further work?

The Chair confirmed that these questions can be asked at the first follow up meeting with Cabinet member for Transport and Wiltshire Officers on the 24 January 2024.

A resident had sent in a letter and comments which the Chair had seen. In essence the resident felt that the 'leave it as it is' option should still be considered by councillors alongside a town wide 20mph speed limit and mitigations at the entrances to the town to slow traffic. According to the modelling some streets on the east/northeast side (New Road, Springfield and Lower Woolley Street) of town could likely see a rise in air pollution and as these routes are heavily use by pedestrians making their way into town from newly built housing and industrial developments, careful consideration is necessary as there are no alternative pedestrian routes to the centre of town



unlike the west side where pedestrians do have alternatives to busy traffic laden routes.

The resident emphasised the effect on pedestrians of a scheme which increased air pollution and that Option C does not solve the problems highlighted by the original aims.

The Chair thanked the resident for her comments and confirmed he understood how busy these routes are with pedestrians.

DRAFT