

**MINUTES of the Highway, Footpaths & Streetscene Committee of Melksham Without Parish Council held on Monday 21<sup>st</sup> July 2025 at Melksham Without Parish Council Offices, (First Floor), Melksham Community Campus, Market Place, SN12 6ES at 8:22pm**

**Present:** Councillors Alan Baines, John Glover (Council Chair), David Pafford (Council Vice-Chair), Martin Haffenden, Mark Harris and Anne Sullivan.

**Officers:** Teresa Strange (Clerk) and Fiona Dey (Parish Officer)

**In attendance:** Wiltshire Councillor Nick Holder,  
Melksham Town Councillor Saffi Rabey  
5 members of the public

**On Zoom:** Councillor Chris Griffiths – it was noted that this councillor was unable to vote at the meeting as he is not classed as being present under current legislation.  
1 member of the public

**162/25 Welcome, Housekeeping and Announcements:**

Councillor Baines, as the former Chair of the Committee, welcomed everyone to the meeting. As there were new members of the public present at the meeting, the housekeeping message was read out. Everyone present was aware that the meeting was being recorded and would be published on YouTube following the meeting and deleted once the minutes were approved.

**163/25 Apologies:**

Apologies were received from Chris Griffiths as he was working away from home.

**Resolved:** To approve and accept the reasons for absence

**164/25 Chair & Vice-Chair Highways, Footpaths and Streetscene Committee for 2025/26**

- a) Councillor Griffiths was nominated as Chair of the Highways, Footpaths and Streetscene Committee. He confirmed that he was willing to stand. There were no further nominations.

**Resolved:** Councillor Griffiths elected as Chair of the Highways, Footpaths and Streetscene Committee for the ensuing year.

- b) Councillor Baines was nominated as Vice-Chair of the Highways, Footpaths and Streetscene Committee. There were no further nominations.

**Resolved:** Councillor Baines elected as Vice-Chair of the Highways, Footpaths and Streetscene Committee for the ensuing year.

In the absence of Councillor Griffiths, Councillor Baines chaired the meeting.

- c) The scheme of delegation and terms of reference for the Highways, Footpaths and Streetscene Committee was noted.

**165/25 Declarations of Interest:**

Councillor Haffenden expressed a non-pecuniary interest in agenda item 15: To receive feedback on progress of holistic reviews of Semington Road and A365 Bath Road (Bowerhill) as he lived on Semington Road.

**166/25 Dispensation Requests for this Meeting:**

None requested.

**167/25 To consider holding items in Closed Session due to confidential nature:**

**Resolved:** Agenda item 17 (Feedback on discussions regarding Falcon Way) to be held in closed session under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.  
Agenda item 17: Start of legal negotiations.

It was noted that Agenda item 13 would be held in public but that the company name would be kept confidential.

**168/25 Public Participation:**

The Council suspended Standing Orders for a period of public participation.

Two members of the public (MP1 & MP2) wished to speak on agenda item 9aiii with regard to a request for bollards on Kittyhawk Close. She provided a written statement of the problem and photos. MP1 explained that Kittyhawk Close was built in 2003 and was originally designed as a no-through-road, intended for use by those dwellings directly accessed off the shared use paved road. As such, it was designed as a shared surface road used by pedestrians and vehicles. At some point the design has been changed to allow through movement of traffic - this has resulted in a significant number of vehicles using this route – either residents who cannot be bothered to turn within the dedicated turning head, delivery vans or visitors. The route is also used by children walking to the local school, both secondary and primary, by dog walkers and also for children to play out in.

MP1 expressed concerns that the road has limited forward visibility, due to being narrow and surrounded by highwalls, and therefore believes there is the risk of a serious incident occurring. She is already aware of 2 minor collisions between residents and other vehicles.

The solution MP1 is seeking is funding for removable or overridable bollards (for emergency access only) to be installed to the rear/side of number 8 and number 9 Kittyhawk Close. She has spoken informally with Martin Rose (Wiltshire Council Highways Engineer) who is in agreement with the proposal.

MP2 commented that he regularly sees vehicles speeding down the road and is waiting for an accident to happen.

One member of the public (MP3) wished to speak on agenda item 9ai with regard to parking on Beverley Close. MP3 explained that there is a row of 4 terraced houses at the end of Beverley Close, but that the roadway only extends past the first two (numbers 21 and 23), with the others (numbers 25 and 27) accessed by footpath from a grassed area. MP3 reported that at times 5 cars can be trying to park at the end of the road outside numbers 21 and 23. The number of cars trying to park makes getting in and out of the road frustrating and difficult. He noted that his family won't visit due to arguments with other residents about parking.

The solution MP3 is seeking is funding to extend the roadway over the grassed area to the footpath running past the end of the road. This would provide more room for parking and also offer the opportunity to drop the kerb outside his house and create off street parking in his front garden.

One member of the public (MP4) wished to speak on agenda item 8civ with regard to the A365 Bath Road. He had previously raised concerns about speeding on the A365 Bath Road/Bowerhill Lane. It had been agreed (MIN 514/24ai) that the parish council would submit a request to Wiltshire Council for a T junction sign to be installed on the A265 Bath Road for the Bowerhill Lane turning. MP4 had been invited to the meeting to comment on the scheme proposed by Wiltshire Council for the junction. Following clarification of the signage, MP4 commented that he was happy with the proposal.

Wiltshire Councillor Nick Holder commented that he had had pre-meetings with the residents and supported their requests for action.

One member of the public (MP5 – online) wished to speak on agenda items 9avi and 9avii with regards to dropped kerbs in Bowerhill. She explained that she had fairly recently started using a mobility scooter and found negotiating Bowerhill where she lives difficult due to the lack of dropped kerbs. She commented that she often has to use the roadway (which she noted was illegal, to get between her home and the bus stops. She also commented that the industrial area of Bowerhill was impossible for her.

The meeting reconvened, and it was agreed to bring the following agenda items forward for discussion: 9aiii, 9ai, 8civ, 9avi and 9avii.

**169/25 Highways, Footpaths and Streetscene meeting minutes 7<sup>th</sup> April 2025**  
Noted

**170/25 Local Highways & Footpath Improvement Group (LHFIG)**

- a) The Melksham Area Board agreement to amend the funding arrangement for LHFIG projects so that town or parish councils would provide 1/3 of the funding was noted.
- b) Minutes and Action Log of Local Highways & Footpath Improvement Group (LHFIG) meeting held on 29<sup>th</sup> May 2025 were noted  
It was also noted that:

- the 50% cut to the LHFIG budget for 2025/2026 had been overturned.
- the consultation period for the proposed traffic regulation order (for waiting restrictions/double yellow line) had concluded on 9<sup>th</sup> June 2025

- c) To consider items arising from Action Log:
- i. Issue 9-24-12 A365 Bath Road/Hornchurch Road:

The report from CCTV survey undertaken 7<sup>th</sup>-13<sup>th</sup> March 2025 was discussed. It was highlighted that there had been 79 overtaking manoeuvres through the ghost islands during the one week period of the survey.

It was noted that these data will be shared with LHFIG by Highways. It was also noted that these data will feed into the planned holistic review of the A365 bath Road from the Bowerhill Roundabout to the east of Turnpike Garage (Min514/24ai), together with speed indicator device data, review of speed limit change locations and assessment of the impact of proposed new developments.

- ii. Issue 9-24-24 Playing field, Shaw (aka Chicken Alley):

LHFIG notes show “Agreed - Allocate £2500 for improvements at Shaw playing field including kissing gate, vegetation clearance and hardstanding. Agreement required with Alison Rasey Countryside Access Officer.”

The Clerk explained that she had spoken to the relevant Countryside Access Officer who advised that kissing gates are not their preferred solution as they can be difficult to use from an accessibility perspective. The preference from the Countryside Access Officer is to leave the gap open, provided no livestock are present, or to use a self-closing gate.

**Recommendation:** Members agreed, that as there are no livestock on the proposed route, there would be less maintenance and capital cost associated with leaving the gap open – so this would be their preferred option.

- iii. Issue 9-24-26 Lower Woodrow Road:

It was noted that the LHFIG notes recommend that an initial evaluation to check the feasibility of a 40mph limit is performed by Martin Rose (Principal Highways Engineer) and only if the proposal is feasible will a full speed limit assessment would be required.

**Recommendation:** The parish council agree to the cost (~£1084) for a speed limit assessment on Lower Woodrow on the proviso that Martin Rose (Principal Highways Engineer) has confirmed the feasibility of a 40mph limit.

- iv. Issue 9-24-27 A365 Bath Road Bowerhill:

LHFIG notes show “Agreed - Allocate £2000 for sign and road marking improvements on the A365 Bath Road on both approaches to Bowerhill lane junction.”

Members noted the sign and road marking scheme proposed by Wiltshire Council for the junction. They also noted that this wasn't part of the planned holistic review of the A365 Bath Road from the Bowerhill Roundabout to the east of Turnpike Garage (Min514/24ai) but addressed an immediate safety concern.

**Recommendation 1:** The parish council agree to the proposed sign and road marking scheme

**Recommendation 2:** The parish council agree the cost (~£667) for implementation of the proposed sign and road marking scheme for the A365 Bath Road.

- d) It was noted that the location of the proposed finger post at Bowerhill had been confirmed as within the parish and the LHFIG request 09-24-13 for finger post at Bowerhill resubmitted.

**171/25 Requests for support by the Parish Council including requests for the Local Highways & Footpath Improvement Group (LHFIG) next meeting on 14<sup>th</sup> August 2025 (deadline 31<sup>st</sup> July):**

**a) Bowerhill:**

- (i) Parking concerns on Beverley Close

Members noted that the proposal would not cause a significant loss of green space.

**Recommendation:** The Parish Council support the resident's request to extend the Beverley Close roadway past the end of the terraced houses (numbers 21 – 27 Beverley Close) and send on to LHFIG for consideration.

- (ii) Waiting restrictions (double yellow lines)

- Opposite the junction of St Athan Close
- Opposite the junction of Locking Close
- The corners of Falcon Way/Brabazon Way and Brabazon Way/Bader Park.

It was confirmed that this was a new request and not an extension of a previous request (LHFIG issue 9-24-28)

**Recommendation 1:** The Parish Council support the resident's request for waiting restrictions (double yellow lines) in the locations detailed above and send on to LHFIG for consideration.

**Recommendation 2:** The Parish Council create a log of all waiting restriction requests to be included in the next Traffic Consultation Order.

- (iii) Bollards on Kittyhawk Close

**Recommendation:** The Parish Council support the resident's request for removable bollards (for emergency access only) to be installed to the rear/side of number 8 and number 9 Kittyhawk Close and send on to LHFIG for consideration.

- (iv) Waiting restrictions (double yellow lines) outside DA Archive entrance on Lysander Road

It was noted that this request was similar to that agreed in the previous meeting for the neighbouring business (MIN515/24bii). Members raised concerns about the under provision of parking in the industrial area of Bowerhill.

**Recommendation:** The Parish Council support the DA Archive's request for waiting restrictions (double yellow lines) and send on to LHFIG for consideration.

- (v) Overnight parking close to Brabazon Road

The Clerk had sought advice about which issues can be reported and which cannot. The advice was noted.

- (vi) Dropped kerbs from Tangmere Close to Beaufort Close bus stop

- (vii) Dropped kerbs from Dowding Court/Kestrel Court to Kestrel Court bus stop

Both requests (avi and avii) for dropped kerbs were discussed together. It was noted that 11 pairs of dropped kerbs would be needed to implement both requests and that the cost was approximately £1000 per pair.

It was also suggested that the council take a holistic look at Bowerhill to identify all the routes, particularly to bus stops, that should be accessible.

**Recommendation 1:** The Parish Council submit a request to Wiltshire Council for dropped kerbs between Tangmere Close to Beaufort Close bus stop.

**Recommendation 2:** The Parish Council submit a request for a holistic review of Bowerhill to identify other locations where dropped kerbs are required for accessibility.

**Recommendation 3:** The request for dropped kerbs from Dowding Court/Kestrel Court to Kestrel Court bus stop is considered at a later date.

## **172/25 Road Safety Working Group:**

- a) Update on actions from Road Safety Working Party 22<sup>nd</sup> April 2025

The Parish Officer provided an update:

- Work to assemble Speed Indicator Device data into a format for review is in progress. Summaries have been created for the latest two sets of data. The aim is to create summaries of all data from the beginning of 2025 onwards.
- Fatal and Serious accident reports in the parish have been downloaded. Analysis is in progress.

- b) Items/projects for review by the Road Safety Working Group (standing item).

Councillor Harris raised concerns from a resident about inconsiderate and dangerous parking outside Bowerhill School during pick up and drop off times. Members expressed frustration that there was no school travel plan

which Councillor Harris advised was delayed due to the Headteacher being too busy.

**Recommendation:** The Parish Council request a walk around of Bowerhill with a Wiltshire Council Highways Engineer to identify potential road safety improvements.

#### **173/25 Speed Indicator Device (SID)**

- a) Review of SID deployment schedule:  
Members reviewed the SID schedule, noting that the lamp post on the A350 (near the last bus stop heading out of Beanacre towards Lacock) had been demolished and therefore the location (For SID 2) was being skipped until the lamp post was replaced. It was also noted that the corresponding deployment of SID 1 (Corsham Road, Whitley) was skipped to keep the deployments in sync.  
It was agreed that the deployment schedule did not need to be revised.

**Recommendation:** The parish council do not make any amendments to the SID schedule.

Councillor Glover raised a concern that the SID deployed outside Melksham Oak Community School, facing traffic coming from Devizes, displays the speed prior to the change of speed limit.

**Resolved:** Officers to investigate the issue raised.

#### **174/25 Rights of Way and Footpaths:**

- a) BRAG (Bowerhill Residents Action Group) intention to reinstate the full width of Bridleway SEEN13 was noted
- b) Planters on the Shared Use Path (SUP) (MELW18) to the rear of Melksham Oak Community School

**Recommendation:** the Parish Council do not take responsibility for the planters being installed on the Shared Use Path (SUP) but support the suggestion that that Melksham Oak students provide maintenance.

- c) Upgrade of MELK40 Western Way to Burnet Close from s106 funding from Taylor Wimpey Pathfinder Place development

It was noted that the Clerk had chased for an update on the commencement of this scheme, as the pre application work had been conducted over a year ago now.

#### **175/25 Roundabout sponsorship**

The council have been approached by a Bowerhill company to potentially sponsor the Milk Churn roundabout. Information has been provided on what will be required and indicative costs. The Parish Council would need to take out a section 96 license with Wiltshire Council, accept the indemnities within the license and agree to the cost of potential upkeep of the roundabout for up to 10 years if

the sponsorship stopped. It was noted that previous roundabout sponsorship has left the Parish Council to cover the financial costs.

**Recommendation:** the Parish Council do not take a section 96 license and do not support commercial sponsorship their roundabouts.

**176/25 Whitley and Shaw maintenance site visit**

Councillor Alford was not present to provide an update.

**Post Meeting Note** from Wiltshire Councillor Alford: the proposed maintenance site visit has been postponed to late July/early August.

**177/25 Holistic reviews of Semington Road and A365 Bath Road (Bowerhill)**

The Clerk advised that Martin Rose will help write the specification for the work to be conducted. The Semington Road request was ready to submit to the Highways Officer, however the Bowerhill one is more complicated in terms of timing due to the site allocations, pre applications and current planning applications awaiting decision. This had been raised informally with the Director Of Highways, Samantha Howell who agreed to meet with Wiltshire Councillor Nick Holder to discuss this further.

**178/25 National Highway improvements**

- a) That the Melksham and Beanacre bypass is "under consideration" by the government under their road and rail investment spending review announced on the 8th of July 2025 was noted.
- b) The Lorry Driver Facilities 12-month action plan June 2025 was noted.

**179/25 Meeting with MWPC, Wiltshire Council Highways and Landowner of Falcon way on 10<sup>th</sup> July 2025**

The Clerk explained that a meeting had been held with the following attendees:  
Chris Clark, Head of Highways, Wiltshire Council  
Samantha Howell, Director of Highways, Wiltshire Council  
Wiltshire Councillor Nick Holder, Bowerhill Ward  
Teresa Strange, Clerk, Melksham Without Parish Council  
Representative from Heron Homes was on the phone

It was noted that Falcon Way has still not been adopted by Wiltshire Council. Heron Homes are happy for Wiltshire Council to progress the adoption. Wiltshire Council will require Heron Homes to complete remediation work, prior to transfer. Wiltshire Council will provide feedback to Heron Homes on the work that is required.

Meeting closed at 10.02 pm.

Chairman, 28<sup>th</sup> July 2025