

**MINUTES of the Highway, Footpaths & Streetscene Committee of Melksham  
Without Parish Council held on Monday 19<sup>th</sup> January 2026 at Melksham  
Without Parish Council Offices, (First Floor),  
Melksham Community Campus, Market Place, SN12 6ES  
at 7:00pm**

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

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

**In attendance:** 1 member of the public

**On Zoom:** Graham Ellis, Chair of Melksham Transport User Group  
(part)

**415/25 Welcome, Housekeeping and Announcements:**

Councillor Griffiths 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.

**416/25 Apologies:**

None, all committee members were present.

**417/25 Declarations of Interest:**

a. Declarations of Interest

None

b. Dispensation Requests for this Meeting:

None requested.

**418/25 To consider holding items in Closed Session due to confidential nature:**

No agenda items to be held in closed session.

**419/25 Public Participation:**

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

A member of the public (MP1) wished to speak on agenda item 7ai with regard to an issue with Parking on Gibson Close, Bowerhill.

MP1 explained that he was a resident of Gibson Close and that parking on Gibson Close at school drop off time (about 8.30am in the morning) and school pick up time (about 3.15pm in the afternoon) was horrendous. He reported that cars (dropping off or picking up children from Bowerhill Primary School) park wherever they can, including blocking entrances and on the grass verges. He stated that it is a nightmare for residents. He is also concerned that his wife is ill, and emergency vehicles would not be able to access the road if needed due to the inconsiderate parking.

Graham Ellis spoke on agenda item 11b regarding a Melksham Transport User Group grant application. He explained that the User Group had the opportunity to reopen the café / information point at the train station with a grant from Great Western Railway's "Customer and Community Infrastructure Fund for 2026/27". He noted that the scheme offers to help finance schemes which can deliver for the benefit of the community.

He explained that he was not looking for a grant from the parish council but was seeking words of support which could be used to support the grant application to GWR. He noted that the deadline for the application is in 10 days (31<sup>st</sup> January 2026).

The meeting reconvened, and it was agreed to bring the following agenda items forward for discussion: 7ai and 11b.

#### **420/25 Local Highways & Footpath Improvement Group (LHFIG)**

- a) The Minutes and Action Log of Local Highways & Footpath Improvement Group (LHFIG) meeting held on 28<sup>th</sup> October 2025 were noted.

It was noted that the Traffic Survey on Lower Woodrow had been completed (LHFIG issue 9-24-26) and that the mean speeds in both directions were below 40mph which supports the case for a change to a 40 mph speed limit. The speed limit assessment can now be progressed.

The Clerk reported that a resident who uses a mobility scooter has been assessing routes around Bowerhill to help identify where dropped kerbs would be beneficial to access the shop, pub, school, village hall and bus stops. The resident has shared their initial suggestions. This can be used to inform the holistic review of dropped kerbs (LHFIG issue 9-24-37).

Councillor Baines reported that he has also conducted a review and identified 27 potential locations for dropped kerbs but noted some of this may not be needed if residential driveways could be used.

Members noted that a walk-around of Bowerhill had been arranged with Wiltshire Council Highways Engineer, Martin Rose for 12<sup>th</sup> February 2026 to consider where dropped kerbs are needed. Councillors Griffiths, Baines, Harris, Haffenden and Sullivan expressed an interest in attending (depending on numbers and other commitments).

Councillor Haffenden commented that he had originally raised the issue of parking on Hampton Park West (LHFIG issue 9-24-43) and had intended the request to be for parking restrictions on one side of the road only. The Clerk suggested that this stretch of road be included in the holistic review of Semington Road (see Min 424/25ai).

- b) Members considered the designs and pricing for removable traffic islands on the A365 at the Hornchurch Road junction (LHFIG issue 09-24-12) which had been received following a request, when considered at Full Council, for additional details (Min 361/25b).

**Recommendation:** To approve the indicative cost (£5000-£6000) and design for removable traffic islands on the A365 at the Hornchurch Road junction.

- c) 'Substantive Highways Scheme fund' bid application process for funding in 2026/27 and consider any schemes to put forward for 2026/27 and 2027/28

Members noted that the Substantive Highways Scheme fund was available for projects which would exceed the LHFIG budget. It was also noted that the deadline for 2026/27 funding had passed (12<sup>th</sup> December 2025).

**Recommendation 1:** To apply for Substantive Highways Scheme funding in 2026/27 or 2027/28 to address all the dropped kerbs requirements in Bowerhill (rather than completing them in a piecemeal fashion).

**Recommendation 2:** To apply for Substantive Highways Scheme funding in 2026/2027 or 2027/28 to implement the engineering solutions arising from the holistic review of Semington Road.

Members noted that money from Community Infrastructure Levy (CIL) and S106 agreements would also be available for Semington Road highway improvements.

**421/25 Requests for support by the Parish Council including requests for the Local Highways & Footpath Improvement Group (LHFIG) next meeting on 5<sup>th</sup> February 2026 (deadline 22<sup>nd</sup> January 2026):**

**a) Bowerhill**

**(i) Parking issues in Gibson Close**

Members discussed that school related parking in an issue along Halifax Road from Wellington Drive to Mitchell Drive and including all the side turnings. It was noted that afternoon pick up time was worse than morning drop off as parents often arrive and park up early (from 2pm).

Members are keen for the implementation of a solution to improve parking in the vicinity of Bowerhill Primary School and Gibson Close but are not clear what the best option for resolution is. It was noted that the solution is not as simple as just implementing no waiting restrictions (double yellow lines) as this will only move the problem elsewhere.

Members also noted, that to their understanding, Bowerhill Primary School does not have an up-to-date travel plan.

Members noted that a meeting has been arranged with Wiltshire Council Highways Engineer, Martin Rose to look school related parking issues on Halifax Road (LHFIG Issue 9-24-30).

**Recommendation:** The Parish Council support the resident's request and to submit a request to LHFIG that parking issues on Gibson Close are included in the meeting/discussion between the Highways Engineer and parish council to discuss other parking issues on Halifax Road.

**(ii) Request for dropped kerbs at junction of Trenchard Way with Halifax Road**

The family of the resident who lives on the north corner of the junction of Trenchard Way and Halifax Road has requested dropped kerbs across the entrance of Trenchard Way to allow the resident to access the shops and village hall in Bowerhill (in order to maintain her independence).

Members noted that routes suitable for mobility scooters have been previously established from Ludlow Hewitt Sheltered Accommodation to Mitchell Drive Bus stops (for the 271, 272 and 273 services between Bath and Devizes) and to the Tesco/Pilot Pub. There is also access from Ludlow Hewitt Sheltered Accommodation to Bowerhill Village Hall. With this additional one pair of dropped kerbs, the resident will be able to reach Ludlow Hewitt Sheltered Accommodation and onwards destinations.

Members considered including this request as part of Issue 9-24-37 Holistic Review of Dropped Kerbs in Bowerhill but concluded it should be submitted separately to LHFIG, ahead of that work.

**Recommendation:** The Parish Council support the resident's request and to submit a request to LHFIG for the installation of dropped kerbs across the entrance of Trenchard Way from Halifax Road, Bowerhill.

**422/25 Road Safety Working Group**

- a) The Government strategy and consultations on new road safety measures were noted.
- b) No new items/projects were identified for the Road Safety Working Group.

**423/25 Rights of Way and Footpaths**

- a) The designation of part of Footpath MELK106 and Footpath MELW18 as a cycle track was noted. This is the newly installed route to the rear of Melksham Oak school from east Melksham.

**424/25 Feedback on progress of holistic reviews:**

- a) Semington Road
  - i) Semington Road holistic review

Members noted that the Walk Wheel Cycle Trust (previously known as Sustrans) have been approached by the parish council to provide a quotation for undertaking the holistic review on Semington Road following the advice of Wiltshire Council. The Walk Wheel Cycle Trust have provided a proposed scope of work and an indicative cost for the work:

Proposed activities:

- Collate relevant project data including local user data and undertake desktop review
- Carry out a site visit and visual survey of the route. During this visit we can also meet with yourselves and local stakeholders
- Develop strategic mapping of issues, opportunities and movement requirements/ambitions working with our urban designers
- Contrast with LCWIPs (Local Cycle and Walking Improvement Plan) and ascertain differences
- Preparation of a summary report with ranked suggestions for interventions/infrastructure improvements

Indicative cost: £10,000 - £15,000

The Clerk noted that the Finance Committee had included £10,000 for the work in the budget for 2026/27 and that other CIL funding would be available.

The geographic area for the review was suggested to be:

- Semington Road from the Kennet and Avon canal northwards, through Outmarsh, past the Police Station, through Berryfield to the roundabout with the A350
- The vicinity of the roundabout at the north end of Semington Road and the A350
- Hampton Park West from Semington Road east to the roundabout with the A350

**Recommendation:** To approve the indicative cost and scope of work from the Walk Wheel Cycle Trust, and to approve the geographic area for the holistic review of Semington Road.

- ii) To consider feedback on s106 funding change from David Wilson /Wiltshire Council and provide comments

Members noted that Mark Wiltshire (Wiltshire Council's Principal Transport and Development Manager) had not agreed to the Parish Council's proposed change to the Buckley Gardens 106 regarding the highways contribution. Members discussed the alternative wording suggested by Mark Wiltshire but were unclear how the s106 money would be used.

**Recommendation:** The Clerk to arrange a face-to-face meeting with Mark Wiltshire to discuss the alternative wording and use of the s106 highways funding.

- b) Correspondence with Wiltshire Council on A365 Bath Road (Bowerhill)

No feedback has been received on the most recent correspondence.

**Recommendation:** To apply for Substantive Highways Scheme funding in 2026/27 or 2027/28 to implement the engineering solutions arising from the holistic review of A365 Bath Road (Bowerhill).

#### **425/25 National Transport improvements**

- a) It was noted that there is no new information on the A350 Melksham bypass but that it is still included in the Western Gateway Strategic Investment Plan 2025-2035.
- b) **Recommendation:** To provide a message of support for Melksham Transport User Group's bid for grant funding from Great Western Railway's "Customer and Community Infrastructure Fund for 2026/27" for an "Information at the Station" project

Meeting closed at 8:25 pm.

Chairman, 26<sup>th</sup> January 2026