

Marlborough Town Council



5 November 2024

Dear Councillor

Planning Committee

You are summoned to a meeting of the **Planning Committee** to be held in the **Court Room, Marlborough Town Hall** on **Monday 11 November 2024** at **7pm**.

Yours sincerely

Richard Spencer-Williams

Richard Spencer-Williams, PSLCC

Town Clerk

If members of the public wish to attend and ask a question they should notify the Town Clerk of this by noon on the Friday prior to the meeting and provide their question in writing at the same time.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

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PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Planning Committee. The time allocated for this should not exceed 10 minutes and be limited to one question per person unless directed otherwise by the Chair. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

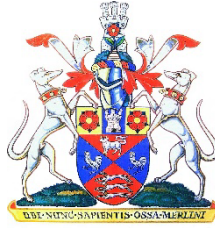
AGENDA

- 1. Apologies**
- 2. Declaration(s) of Interest**
To receive declarations of interest and consider any requests for dispensation
- 3. Chair's Announcements**
- 4. Minutes**
To confirm the minutes of the meeting held 21 October 2024
- 5. Action Log**
To receive an update on the action log
- 6. Planning Decisions**
To note the planning applications recently determined by Wiltshire Council
- 7. Planning Applications**
To consider applications received from Wiltshire Council
- 8. Works to Trees**
To consider applications received from Wiltshire Council
- 9. Planning Appeal**
To note the outcome of an appeal against planning refusal
- 10. Highway and Footway Improvements**
To consider
- 11. Speed Indicator Devices**
To note the most recent data reports and consider the location plan
- 12. Briefing Note 24-19: Substantive Highways Scheme Fund 25-26**
To note Briefing Note 24-19 issued by Wiltshire Council which announces that the Substantive Highways Scheme fund will again be available in 2025/26
- 13. Town Centre Working Party**
To receive a verbal update, and consider the revised proposal for use of the Wiltshire Towns Program grant funds
- 14. Finance and Budget**
To note and consider the Planning Committees Finance Report for month 6 and to consider the Committee's budget requirements for 2025-26

15. Temporary Road Closures

To note orders issued by Wiltshire Council

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 21 October 2024 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor James Sheppard	Chair
	Councillor Kym-Marie Cleasby	Town Mayor (<i>ex officio</i>)
	Councillor Nicholas Fogg	
	Councillor Lisa Farrell	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Caroline Thomas	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Emily Trow	
	Councillor Caroline Sadler	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO		
PRESENT	Neil Goodwin	Marlborough.News
	Plus 9 members of the public	

PUBLIC QUESTION TIME

There were questions relating to agenda item 10 (Traffic Study) and in particular one part of a model which referred to the removal of parking at Pewsey Road:

Robert Sadler – asked whether the Town Council would support the ‘do nothing’ option presented in the Traffic Study report, particularly with regard to parking at the end of the High Street

Jane Green – also supported ‘do nothing’: living opposite the parking spaces there would be no access to her property for deliveries or dropping off elderly relatives if parking was removed

Martin Sims – was concerned that removing parking in Pewsey Road would increase traffic speeds, leading to more risk of accidents

Felicity O’Sullivan – a resident of the west end of the High Street commented that the pedestrian crossing slows traffic somewhat; referred to the behaviour of drivers passing along Pewsey Road, and the reliance of residents on parking; she questioned whether increasing speed here would slow traffic in other adjoining roads, add to air pollution, increase the risk of accidents (drivers and pedestrians) and asked whether something could be done to help residents without their own parking

The Chair thanked everyone for their questions, which would be taken into consideration at agenda item 10.

217/24 APOLOGIES

Apologies for absence had been received from **Councillors Davies, Beaumont, Luson, Ross and Kohrt**.

218/24 DECLARATIONS

Councillor Sadler – agenda item 10 (Traffic Study) – non-pecuniary. **Councillor Thomas** – agenda item 11(a) (Highway and Footway Improvements) – non-pecuniary.

219/24 CHAIR’S ANNOUNCEMENTS

There were no announcements.

220/24 MINUTES

RESOLVED: that the minutes of the meeting held 30 September 2024 were confirmed as a true record and signed by the Chair

221/24 ACTION LOG

Members noted the updated action log.

The need for a safe crossing point between Port Hill and The Common (Action Log Ref. #89) was still being discussed at the Local Highway and Footway Improvements Group (LHFIG) with a second opinion being sought about the feasibility of introducing a buffer zone to slow down incoming traffic.

222/24 PLANNING DECISIONS

Members noted the planning applications that had been determined by Wiltshire Council.

223/24 PLANNING APPLICATIONS

a) PL/2024/07713 – Remove existing timber fence, erect new masonry bin store and the provision of two additional parking spaces at The Priory, High Street, Marlborough for Ms Stephanie Cake, Aster Group

RESOLVED: that Marlborough Town Council has no objection to this application

b) PL/2024/08304 – Replacement of plant equipment/machinery within the roof service area at 17-18 High Street, Marlborough for Oaksmere

RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Environmental Health Officer regarding noise

disturbance to nearby dwellings

- c) **PL/2024/08757** – Conversion of existing storage area to habitable space with partial removal of an exterior wall and replacement side door at Virginia Cottage, 9 Bath Road, Marlborough for Bob Stacey

RESOLVED: that Marlborough Town Council has no objection to this application

- d) **PL/2024/08793** - Single storey rear flat roof extension, new raised flat roof to existing garage and associated internal alterations at 13 Five Stiles Road, Marlborough for Miss H Porter and Mr W Eastmond

RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Highways Officer regarding off-road parking arrangements

224/24 LICENCE APPLICATION

RESOLVED: that Marlborough Town Council strongly supports the application for a licence at St Peter's Church, High Street, Marlborough for:

- The provision of plays Friday to Saturday between 19:00-22:00, and Sunday 15:00-19:00
- The provision of live music Monday to Friday 19:00-23:00, Saturday 14:00-23:00 and Sunday 14:00-21:00
- The supply or sale of alcohol Friday to Sunday 19:00-23:30 (with seasonal variations)

225/24 APPLICATION FOR STREET TRADING CONSENT

RESOLVED: that Marlborough Town Council supports the application for street trading consent for:

- **Trading name:** Breakfast Delicious Food
- **Articles for sale:** Bacon, eggs, sausages, hot and cold food and drinks
- **Trading location:** Layby on the A346 between Marlborough and Ogbourne Maizey
- **Trading times:** Monday-Sunday inclusive from 7am to 4pm
- **Description of stall:** Van

226/24 TRAFFIC STUDY

Members noted the final traffic study report and considered what actions, if any, should be progressed. Comments included:

- The study was led by Wiltshire and Marlborough Councils with the expertise of Atkins to look at traffic issues faced by the town today, and whether there was anything that could be done to improve the position both now and going forward into the future.
- The study report is not a proposal to do anything; it provides a reference that can be used now and in the future.

- When commissioning the study, Councillors had asked in particular to consider the junction of Salisbury Road, George Lane and the A4, and investigate whether there would be any benefit from having intelligent traffic lights in place of the two roundabouts. The conclusion was that there would not be any benefit.
- Comments about parking spaces on Pewsey Road (raised during public question time) had arisen because the study looked at traffic flows in 2041 when there will be considerably more traffic than there is today. Pewsey Road becomes a pinch point in the traffic flow in that future model.
- The study shows clearly that increased volumes of traffic mean that within 15 years Marlborough will be gridlocked on a regular basis. The sheer weight of traffic will cause those stoppages, not roadworks.
- The report highlights changes being made at the A417/Air Balloon junction in Gloucestershire and the predicted increase in traffic on north-south routes, including Marlborough, as a result. Those works are due to complete within the next 3-4 years so this adds urgency to taking action now, even though the predicted impact on Marlborough of just under a 5% increase was below the Highways England 5% threshold for taking action.
- Marlborough's Wiltshire Councillors have recognised that doing nothing is not an option, and that the only option available to reduce the volume of traffic is to de-prime the north/south A346. This would bring relief to Marlborough and surrounding villages. They are looking at how to engage with relevant authorities (Wiltshire Council Highways and the UK Department of Transport) to investigate the feasibility of doing this, and the study will provide good evidence for the need to do so.
- Whether providing more parking for residents would reduce traffic flows. A pilot scheme had recently been implemented at Kennet Place which could act as a test case for other areas.
- It was expected that the new Toucan crossing being added at the A346 near the Business Park would have a beneficial effect by creating natural gaps in the traffic flowing through the town centre.
- Discussions arising from the traffic study would continue at the Wiltshire Council Area Board Local Highway and Footway Improvements Group. While this wasn't a public meeting, the agendas would be published and members of this Planning Committee would provide reports and updates.
- It was agreed to add the report and a summary to the Town Council website so that residents could have access.
- More information was being requested about a planned January M4 closure for resurfacing works between junctions 14 and 15 to understand how the work was being scheduled and what traffic management plans were in place, including lifting planned roadworks on diversion routes.

ACTION: add the Traffic Study report to the Town Council website

Members of the public left the meeting

227/24

HIGHWAY AND FOOTWAY IMPROVEMENTS

a) Proposed one-way system at The Parade

Members welcomed and considered an indicative plan showing a proposal for a one-way scheme, travelling eastwards from the High Street, which included reduction of parking. Discussion points included:

- Strong support for the principle of one-way traffic
- Concern about the proposed reduction of on-street parking, and questions about why it was necessary, noting that the agreed introduction of five additional free on-street bays in the High Street might mitigate the impact in part
- Noted the proposed plan includes the introduction of a loading bay to address issues where lorries currently park across yellow lines and block narrow entrances to residences and businesses at Old Stables Court and Cross Keys House
- Enforcement of parking arrangements would be key in terms of making the scheme work, ensuring access for residents and businesses was available at all times. If this was effective whether there would be any need to change the current parking arrangements
- Whether the area could be pedestrianised at some point in the future
- Whether to consult with residents and businesses on an informal basis before taking a decision, perhaps including a drop-in session for interested parties to view the plans and make comment
- To carry out all actions in time to take comments back to the LHFIG meeting in January 2025

RESOLVED: to hold informal consultations with residents and businesses in The Parade and immediately adjoining area and review the results at a Planning Committee meeting before the end of December 2024

b) Frees Avenue 40MPH zone

Members noted the decision by the Wiltshire Council Cabinet Member for Highways, Street Scene and Flooding to approve the proposal to extend the 40MPH zone at Frees Avenue to a point beyond Marlborough Cemetery. The proposal is intended to improve road and pedestrian safety and was requested by Marlborough Town Council.

228/24

SPEED INDICATOR DEVICES (SID)

Members noted the most recent data recorded by the Town Council's SID at Poulton Hill between 18 September and 1 October and considered the SID location plan. Discussion points included:

- 51.7% of outgoing traffic had been recorded exceeding 30MPH
- 30.5% of incoming traffic had been recorded exceeding 30MPH

- The report provided clear evidence of the safety issues at this location
- A proposal for a safety scheme at this location was in the early stages of development and would be available for consideration soon
- SID data was always shared with Wiltshire Police
- Whilst the speeding traffic did not hit the 85%ile required for police enforcement, Members agreed that it was too high and asked that Wiltshire Police be asked to prioritise speed checks at the location
- Residents in Manton had asked whether a new SID location could be found to face outgoing traffic at A4 Bath Road within 100 yards of Bridge Street; the recently introduce location in the 40MPH may be able to satisfy this request if the SID is positioned to face outgoing traffic

ACTION: position the SID to flash at outgoing traffic at the location in the 40MPH zone at Bath Road

229/24 TOWN CENTRE WORKING PARTY

Members noted that the Town Council had already agreed in principle the use of Year 2 and 3 funds to commission a service leading to a vision document for the town centre (*Min. 85/24, Full Town Council, 24 June 2024*). They considered a revised proposal for use of the Wiltshire Towns Programme (WTP) grant funds:

- Priority 1: vision document – guide grant allocation £35,000
- Priority 2: address weed issues on town centre pavements and surrounds – guide grant allocation £10,000
- Priority 3: run a ‘blooming Marlborough’ floral competition – guide grant allocation £5,000

RESOLVED: that the revised proposal for use of the Wiltshire Towns Programme funds is approved

230/24 APPLICATION FOR TEMPORARY ROAD CLOSURE

Members noted that the Town Council had applied for a temporary road closure to ensure public safety at the Christmas Lights Switch-on event on Friday, 29 November between 16:00-21:00.

231/24 TEMPORARY ROAD CLOSURES

Members noted Orders issued by Wiltshire Council for temporary road closures:

- Remembrance Sunday Parade – Sunday 10 November 2024 between 10:00-11:30 – A4 (part) High Street, C18 Kingsbury Street (part), C6 Silverless Street; A346 Herd Street; A346 Barn Street; A4 (part) New Road, C18 The Parade, Oxford Street, The Green and A4 (part) London Road
- A blanket order for various roads, various parishes

The meeting closed at 8.19 pm

Min #	Assigned to	Status & Date	Notes
#5 HIGH STREET CROSSING PETITION			
169/21	Town Clerk	In progress 31/08/21	<p>Town Clerk spoke to Mrs Hamblin on 25.10.21. Mrs Hamblin's view was that what was needed was a 'proper' crossing that suitably assisted those in particular with 'vulnerabilities' such as impaired vision or mobility to safely cross the large and busy High Street. A 'soft' crossing scheme as proposed she felt was inadequate for the needs of many of Marlborough residents. On 1.11.21 Cllrs Hall, Thomas, Sheppard, & Town Clerk met WC Highways engineer, Martin Cook to discuss ideas/options. MR undertook to see what scheme could be devised to cross High St near where Waitrose is located.</p> <p>10.01.22: Cllr Thomas submitted CATG request to MTC on 14.3.22. MTC support - CATG request forwarded to WC on 15.3.22.</p> <p>6.6.22: Mrs Hamblin had indicated that she was now more willing to accept any location rather than no crossing at all. Request with LHFIG but likely to be subject to a substantive bid once assessed by an engineer. WC Highways engineer to do plan and costing.</p> <p>28.11.22 Discussed at LHFIG on 24.11.22 - WC Highways to do feasibility plan and costing in readiness for 2023 24 substantive bid in June/July 2023 (if feasible).</p> <p>14.2.23 Plan received from WC Highways on 14.2.23, on agenda 27.2.23 for MTC Planning Committee consideration.</p> <p>27.2.23 Scheme deemed not appropriate/suitable by Planning Committee; referred to Town centre Working Party.</p>
#76 SAFETY MEASURES AT FREES AVENUE			
431/21	Town Clerk	In progress 14/03/22	<p>20.3.23 agreed to share 25% cost with neighbouring parishes to move speed limit to Rockley.</p> <p>15.3.23 Agreed at LHFIG on 11.3.23 for MTC to pay two thirds' costs of £750.</p> <p>23.3.23 Speed Limit referred back to Planning Committee at request of LHFIG for re-consideration of contribution to cost of Rockley location or speed limit (re Preshute contributing).</p> <p>24.11.23 Proposed new speed limit out for consultation.</p> <p>19.12.23 Email Received from WC: notifying that the consultation on the 40MPH speed limit has ended. As objections were received for the same, details of all letters of objection or support will be considered in a report placed before the Cabinet Member for Transport, Waste, Street Scene and Flooding. WC will contact us again when a decision has been made regarding this proposal.</p> <p>WC Highways to advise 40mph limit to be moved just past 'cemetery sign' following consideration of the matter at the LHFIG meeting 2.5.24.</p>

Min #	Assigned to	Status & Date	Notes
			11.9.24: WC informed MTC that the Speed Limit will need to be readvertised On agenda 21.10.24 Revised proposed speed limit approved
#89 SAFE CROSSING POINT PORT HILL TO THE COMMON			
256/20	Town Clerk	In progress 02/11/20	<p>02.11.20: Written motion presented by Cllr Farrell to support petition presented by Hannah Cartwright. RESOLVED That the Town Council supports this request for a safer crossing point, whether a pedestrian crossing, reduction in the speed limit or by other means. It needs a full and urgent review through CATG and Highways officers. Also, to request a pedestrian count and to seek alternative Wiltshire Council funding options to conduct a whole town transport strategy.</p> <p>15.08.22: TC update - traffic survey had been in wrong location for Police to start risk assessment/enforcement. Too dangerous for Community Speed Watch. Town Clerk in discussions with WC to find way forward.</p> <p>16.8.22 Cllr CT emailed Police to ask for advice and assistance in progressing this issue.</p> <p>19.8.22 - WC emailed Town Clerk to state traffic survey was done in the best possible location given constraints, and that they had planned meeting to look at how best to collaborate with Police in these situations. 19.8.22 Town Clerk emailed WC to ask for how they would advise to proceed given there is a known speeding issue at this location?</p> <p>05.09.22: JS escalated to PCC/Wilts Police/Wilts Council.</p> <p>28.11.22 Post to be installed by MTC for use of SID on green/ junction with Port Hill/Herd St.</p> <p>7.12.22 MTC reviewed SID guidance, due to distance between proposed location for pole and speed limit post cannot be installed for SID use.</p> <p>31.3.23 SID guidelines being revisited to reassess if can install pole. RSW re-stated to Police the need for enforcement.</p> <p>15.3.23 Enforcement action taken by Police February & March 2023; no evidence for speeding.</p> <p>12.6.23: Cllr Thomas to follow up with WP. Town Clerk re-requested enforcement action at Police Tasking meeting 20.7.23.</p> <p>LHFIG request for 40mph speed limit buffer-zone and traffic calming on agenda for 13.11.23; referred by TCWP - supported by MTC 13.11.23 for referral to LHFIG.</p> <p>Considered by LHFIG on 25.1.24 – Highways Engineer to check whether 40MPH buffer zone is feasible</p> <p>12.7.24 Discussed at LHFIG</p> <p>11.7.24 WC Highways Engineer advised was not possible. This was challenged by MTC/WC Councillors, and the engineer undertook to recheck if this is the case; and if so,</p>

Min #	Assigned to	Status & Date	Notes
			provide an explanation including the relevant guidance and reasons for this judgement
#143 20MPH SPEED LIMIT REVIEW			
284/22	Town Clerk	In progress 06/02/22	<p>LHFIG request sent 7.2.23. LHFIG supported request on 11.3.23. MTC to provide additional street names for adding to review. 30.5.23 MTC WP to meet 8.6.23 to review. 13.6.23 WC Highways emailed with preferred review locations;</p> <p>1. London Road –section from Elcot Lane junction to the double mini roundabout 2. Salisbury Road – Tesco roundabout to the double mini roundabout 3. George Lane – end to end 4. Pewsey Road – St Peter’s roundabout to junction with George Lane 5. Bridewell St – St Peter’ roundabout to junction with College Fields 6. Herd St – Junction St Martins to junction with The Common 7. The Common – junction Herd St to Kingsbury St. 8. Port Hill – junction The Common/Herd St to 50 yards past Golf Club entrance. Plus, existing; Kingsbury St, Oxford St, St Martins, High St, New Rd.</p> <p>4.7.23 WC Highways emailed adding request for Hyde Lane/Cross Lane/Back Lane/St Johns Close</p> <p>22.7.24 Report received; on the agenda for the Planning Committee 29.7.24.</p> <p>9.8.24 Town Clerk emailed WC Highways to confirm MTC support implementation in Hyde Lane, Back Lane, Cross Lane, Cardigan Road and St Johns Close as recommended in the report. Also, that MTC, via WC Cllr Davies, will be requesting reconsideration of the 20MPH speed limit in George Lane, with unanimous and strong support within the Council</p>
#145 HIGH STREET CROSSING			
260/22	Cllr Davies & Town Clerk	In progress 27/02/23	TCWP matter – matter to be fed into process for future agendas
#151 COMMUNITY SPEED WATCH			
359/22	Town Clerk	In progress 24/04/23	<p>15.3.23 Town Council to facilitate the creation of local CSW teams and provide publicity to call for people to take part</p> <p>12.6.23 Volunteers being recruited</p> <p>25.9.23 Cllr Trow expressed interest in becoming involved</p> <p>Needs further consideration and support to progress</p>
#184 HIGH STREET SHORT STAY PARKING/LOADING BAY			
228/23	Town Clerk	In progress 25/09/23	<p>Submitted on 02.10.23</p> <p>24.01.24: prioritised with action for WC Highways engineer to progress</p>

Min #	Assigned to	Status & Date	Notes
#219 ILLUMINTED SIGNS AT SPECSAVERS AND SPACE NK			
PQT	Town Centre Working Party	In progress 18/03/24	8.4.24 - referred to TCWP to investigate wider implications of High Street lighting to make a recommendation to the Committee

ITEM 6

PLANNING DECISIONS

To note the planning applications that have been determined by Wiltshire Council between 14 October and 3 November 2024:

- a) **PL/2024/04581** – Angel House, 7 High Street, Marlborough (Seasalt Cornwall Ltd)
Proposed changes to shopfront (*Lawful development certificate for a proposed use*)
Decision: Approve **MTC:** Not consulted
- b) **PL/2024/05289** - Angel House, 7 High Street, Marlborough (Seasalt Cornwall Ltd)
Proposed changes to shopfront (*Certificate of Lawfulness of proposed works to a listed building*)
Decision: Approve **MTC:** Not consulted
- c) **PL/2024/07648** – 8 Golding Avenue, Marlborough
Replace conservatory with sunroom
Decision: Approve with conditions **MTC:** No objection
- d) **PL/2024/08096**- Lime Court, Cross Lane, Marlborough
2 x Lime trees – 30% reduction in height and reshape top of crown, crown clean, and crown lift to 4 metres from ground level
Decision: Approve with conditions **MTC:** Not considered (time expired)
- e) **PL/2024/08306** – 9 High Street, Manton
Crown reduce the following trees by up to 50% and shape: 3 x Beech, 2 x Hawthorn, 1 x Apple, 1 x Horse Chestnut, 1 x Ash, 1 x Sycamore, 1 x Hornbeam
Decision: No objection **MTC:** No objection
- f) To note a Tree Decision Notice issued for information only
PL/2024/09424 – 29 The Green, Marlborough
Ornamental Prunus – Fell.
Decision: The Council confirms that the above tree is classified as Dead and Dangerous (DD). The tree can be removed under the Town and Country Planning (Tree Preservation) (England) Regulations 2012. This allows the removal of any protected tree which is dead or imminently dangerous without the need to make a formal Tree Work Application to the Council

- g) **PL/2024/08006** – Flat 1, 115 High Street, Marlborough SN8 1LT
Alteration to modern metal external escape staircase at rear of building
Withdrawn by applicant
- h) **PL/2024/07163** – 5 Barn Street, Marlborough SN8 1AJ
To repoint the whole of the front elevation facing the A346 main road
Withdrawn by applicant

ITEM 7 PLANNING APPLICATIONS

To consider Planning Applications received from Wiltshire Council. Councillors and members of the public should contact the Town Clerk by midday on 11 November if they feel any of the following applications need full discussion at the meeting.

- a) **PL/2024/09308** - Householder planning permission
Proposed garden grill and covered terrace with raised brick wall height to boundary at 32 Garside Way, Marlborough for Mr R Meek
- b) **PL/2024/09452** – Householder planning permission
First floor extension over existing single storey extension with adjustment to existing extension roof and minor internal alterations at 1 Tennyson Close, Marlborough for Mr & Mrs P Gardiner
- c)

ITEM 8 WORKS TO TREES

To consider applications received from Wiltshire Council. Councillors and members of the public should contact the Town Clerk by midday on 11 November if they feel any of the following applications need full discussion at the meeting.

- a) **PL/2024/09494** – Notification of proposed works to trees in a conservation area
Prunus tree – fell at Ye Halfpennies, 120b High Street, Marlborough for Ms Beaumont
- b) **PL/2024/09699** – Notification of proposed works to trees in a conservation area
Magnolia (T1) – reduce and shape crown by 2/3m to clear away from buildings. Birch x 2 (T2) – reduce crowns by 4/5m at 4 School Lane, Manton for Mr Whiting

And to note

PL/2024/09437 – Notification of proposed works to trees in a conservation area
Ash Tree – Reduce to a ten feet monolith (Ash Die Back) at Recreation Ground, Bridge Street, Manton for Marlborough Town Council

To note the outcome of an appeal against refusal of planning permission

Summary

Appeal A Ref: APP/Y3940/W/24/3347642

Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH

- The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant planning permission.
- The appeal is made by Miss Hilary Grandison against the decision of Wiltshire Council.
- The application Ref is PL/2024/00933.
- The development proposed is to partially rebuild the rear extension.

Appeal B Ref: APP/Y3940/Y/24/3347641

Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH

- The appeal is made under section 20 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) against a refusal to grant listed building consent.
- The appeal is made by Miss Hilary Grandison against the decision of Wiltshire Council.
- The application Ref is PL/2024/01187.
- The works proposed are the same as for Appeal A.

The Inspector's decisions is that both appeals are allowed subject to conditions. (See Appendix 1)

Recommendation

Members are asked to note the Inspector's decision.

Town Clerk 24.10.2024

To consider a footway improvement request at footpath MARL24

MARL24, Five Stiles Road

Highways Improvement Request Form

Contact Details

Name:	Julie Povey	Date:	16/10/24
Address:	REDACTED		
Telephone No:	REDACTED		
Email Address:	REDACTED		

Issue Details

Location of Issue:	Footpath between 82 and 80 Five Stiles Road		
Community Area:	Marlborough		
Parish or Town Council:			
Nature of Issue:	<p>The footpath/cycle track between 80 and 82 five Stiles road is also the vehicle access to both houses for parking. There is also an electrical substation that needs vehicle access. The footpath bends slightly at the side of our property so cyclists and pedestrians cannot see that we are reversing into our parking or pedestrians walking up the path. Some cyclists come down at speed then struggle to stop. Many have hit into our fence which we have had to repair. A young lad skidded to avoid hitting our car fell off his bike causing cuts and grazes to his legs. There is also a danger of cyclists going straight into the road.</p>		
How long has it been an issue?	There has always been an issue but increasingly getting worse		
What would you like done to resolve this issue?	<p>Signage and/or calming methods to slow cyclists down before the bend. A grit bin would also be beneficial in icy conditions</p>		
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	Choose an item.		

Recommendation

Members are asked to consider the request and instruct the Town Clerk accordingly.

Town Clerk 10.10.2024

ITEM 11

SPEED INDICATOR DEVICES (SID)

To note the most recent data downloaded from the Town Council's SID at A4 Bath Road in the 30MPH zone (2-15 October) and George Lane (16-30 October) and to consider the SID rotation plan.

SID Locations

There is a SID permanently situated at Herd Street. A second SID is deployed on rotation to:

- Bath Road (30MPH, adjacent to Memorial Hall and 40MPH, near Golding Avenue)
- Chopping Knife Lane
- George Lane
- Kingsbury Street
- London Road (2 locations)
- Poulton Hill

At the time of writing this report the SID was located at London Road, flashing speeds at incoming drivers.

Reports at Appendix 2.1 and 2.2

Recommendation

Members are asked to note the data report and consider whether any changes are required to the SID location/rotation plan.

Deputy Town Clerk 30.10.2024

ITEM 12

BRIEFING NOTE

To note the contents of Briefing Note 24-19 issued by Wiltshire Council which announces that the Substantive Highways Scheme fund will again be available in 2025/26 and Area Boards need to submit eligible bids by Friday 13 December 2024 (Appendix 3)

Recommendation

Members are asked to note the report for future considerations.

Town Clerk 31 10 2024

ITEM 13**TOWN CENTRE WORKING PARTY**

To receive a verbal update

ITEM 14**FINANCE REPORT & BUDGET 2024 25**

To note and consider the Planning Committees Finance Report for month 6 and to consider the Committee’s budget requirements for 2025-26

The Committee is asked to note the finance report (month 6) and consider the Committee budget requirements for 2025 26 and instruct the Town Clerk accordingly.

PLANNING

		2023/24 Budget	2023/24 Actual	2024/25 Budget	Actual Year To Date Month 6	2025/26 Proposed	
4017	HIGHWAYS STREET	0	1346	1000	256	£1,000.00	SID parts
4120	FURNITURE	2000	208	2000	448	£2,000.00	Bins NB 24/25 Committed to projects; awaiting WC invoices £5783 +
4400	LHFIG	7500	0	7500	7500	£7,500.00	

To note Orders issued by Wiltshire Council under Section 14(1) of the Road Traffic Regulation Act 1984 and Section 21 of the Town Police Clauses Act 1847:

a) 29 November - Christmas Lights



Wiltshire Council

Temporary Road Closure Order Town Police Clauses Act 1847

IN ACCORDANCE with Section 21 of the Town Police Clauses Act 1847, which section gives Wiltshire Council (“the Council”) the power to make an Order for roads within its administrative area to be closed temporarily to all vehicular traffic (and for alternative routes to be observed) for the purposes of preventing obstruction.

The Council HEREBY ORDERS

On: **Friday 29th November 2024** between the hours of **16.00** and **21.00**

Purpose: **Christmas Lights Switch-On Event**

That the following roads and streets in the town of **Marlborough** are to be closed (save in any case of emergency) to all vehicular traffic:

- a. **A4 (Part) High Street**; from its junction with A345 Pewsey Road to its junction with New Road.
- b. **C18 Kingsbury Street (Part)**; from its junction with High Street to its junction with Silverless Street.
- c. **A4 (Part) New Road**; from its junction with High Street to its junction with London Road.

Nothing in this Order shall prevent vehicles from proceeding in the said lengths of road when being used in connection with the event stated above.

This Order is made the 18th day of October 2024



PP
Signed by SAMANTHA
HOWELL
Director Highways and Transport

IMPORTANT: It is an offence to willfully breach the terms of this order and anyone committing such an offence shall be liable on summary conviction in the Magistrates' Court to a penalty not exceeding £1,000.

b) Temporary Closure of: UC 156801 (Part), Preshute (Ref: TTRO 9946)

Notice is hereby given that the Wiltshire Council has made an Order to close temporarily to all traffic:

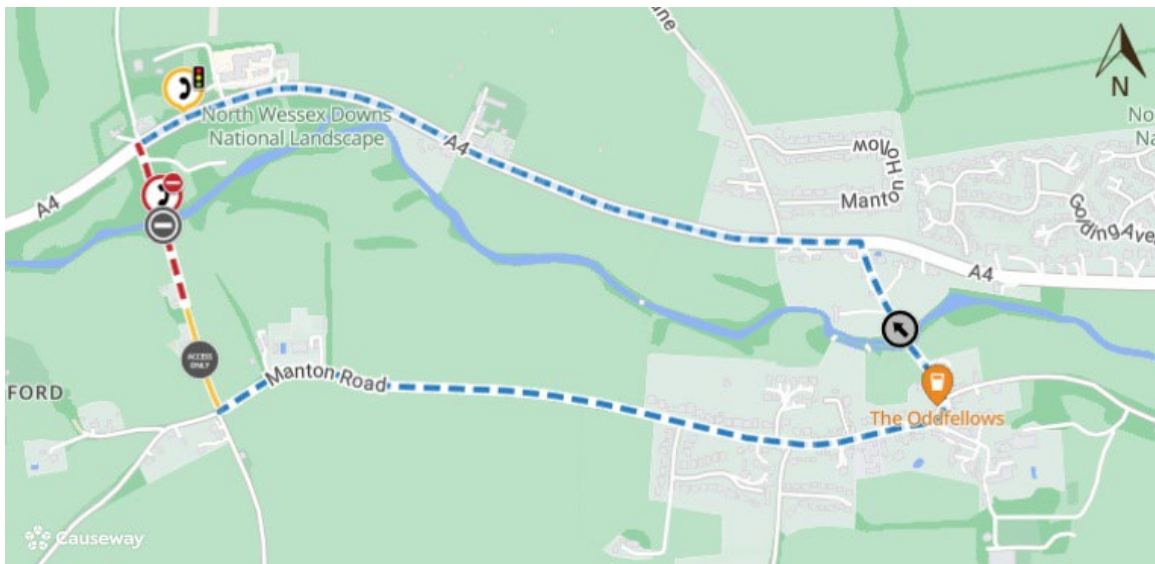
UC 156801 (Part), Preshute; from its junction with A4 for a distance of approximately 270m in a southerly direction.

To enable: Openreach to allow for safe access to cover and manholes.

Alternative route: via Manton Road – High Street – Bridge Street – A4 and vice versa.

The closure and diversion route will be clearly indicated by traffic signs.

This Order will come into operation on **08 January 2025** and the closure will be required between the hours of **09:30 and 15:30 for 1 day**. It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses where possible, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.



For further information please contact Openreach on 0800 0282229.

The closure can also be found on one.network here: <https://one.network/?tm=140637445>



Appeal Decisions

Site visit made on 2 October 2024

by A Dawe BSc (Hons), MSc, MPhil, MRTPI

an Inspector appointed by the Secretary of State

Decision date: 24 October 2024

Appeal A Ref: APP/Y3940/W/24/3347642

Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH

- The appeal is made under section 78 of the Town and Country Planning Act 1990 (as amended) against a refusal to grant planning permission.
- The appeal is made by Miss Hilary Grandison against the decision of Wiltshire Council.
- The application Ref is PL/2024/00933.
- The development proposed is to partially rebuild the rear extension.

Appeal B Ref: APP/Y3940/Y/24/3347641

Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH

- The appeal is made under section 20 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) against a refusal to grant listed building consent.
- The appeal is made by Miss Hilary Grandison against the decision of Wiltshire Council.
- The application Ref is PL/2024/01187.
- The works proposed are the same as for Appeal A.

Decisions

1. Appeal A is allowed and planning permission is granted to partially rebuild the rear extension at Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH in accordance with the terms of the application, Ref PL/2024/00933, subject to the following conditions:
 - i) The development hereby permitted shall begin not later than three years from the date of this decision.
 - ii) The development hereby permitted shall be carried out in accordance with drawing nos. 1633-02 Revision A and 1633-03, except in respect of the indicative red lines shown on drawing no. 1633-03.
 - iii) The external surfaces of the development hereby permitted shall be constructed in the proposed materials and finishes as set out in the application form for planning permission.
2. Appeal B is allowed and listed building consent is granted to partially rebuild the rear extension at Yew Tree Cottage, 25 High Street, Manton, Wiltshire SN8 4HH in accordance with the terms of the application, Ref PL/2024/01187, and the plans submitted with it, subject to the following conditions:
 - i) The works authorised by this consent shall commence not later than three years from the date of this consent.
 - ii) The external surfaces of the works authorised by this consent shall be constructed in the proposed materials and finishes as set out in the application form for listed building consent.

Procedural matter

3. I have sought confirmation from the main parties as to the plans upon which the Council made its decision and that are intended to form the basis of my decisions. For both appeals, the Council has confirmed that its decision was based on drawing no. 1633-02 Revision A and not drawing no. 1633-02. I note that drawing no. 1633-03, titled 'detailed floor plan and sections', was also submitted by the Appellant, which the Council has no objection to being included in the plans determined under this appeal. That drawing 1633-03, as well as including the proposal, also shows an indication with red lines of where a higher roof would be positioned which, for clarity, I have not determined as being part of the proposal. I have determined the appeals and come to both of my decisions on that basis.

Main Issue

4. The main issue is whether the proposal would preserve the significance of the Grade II listed building known as 25 Manton High Street (Ref: 1365435) (the LB), and any of the features of special architectural or historic interest that it possesses.

Reasons

5. The LB derives its significance from it being a C17th/C18th century timber-framed and brick two-storey house, including its thatched roof, and colour washed brick nogging on the front elevation together with two ranges of casement windows with glazing bars.
6. The LB has a modern brick and oak framed, single storey rear extension of no historic significance in itself. That extension has a very gently sloping, standing seamed metal flat roof and includes a single, modest sized, raised rooflight which is not shown on the submitted existing plans. That extension covers a large proportion of the LBs historic rear elevation. Nevertheless, a significant amount of that historic elevation remains visible either externally, or internally from within the extension and from the immediate outside area via the glazing to what is annotated on the plans as a dining room.
7. I understand from the Appellant that the existing extension is failing in terms of water tightness, with 'flat roof rot' in the metal roof, and movement and cracking of its timber framing. Whilst I saw some evidence of cracked timber frame and a small amount of damp staining, the extent to which that was symptomatic of the claimed failure was unclear, particularly as I was unable to see most of the metal roof, which was covered with a protective tarpaulin.
8. The proposed extension would largely replace the existing one and be of similar size and dimensions, albeit slightly higher and squared off at the rear, other than a small, staggered corner section. The existing dining room area would therefore extend out a little further albeit still level with the current rear bathroom elevation. The extension would utilise modern materials, including Sarnafil roofing system and three new raised rooflights replacing that existing; brickwork on one side to match that being retained on the other, with high level windows; and powder coated aluminium framed glazing doors across the entire rear elevation.

9. The proposed roofing, based on the submissions would have a similar appearance as the existing metal, albeit appearing not to include standing seams. Whilst a modern material, it would be in the context of that existing metal roof itself not being a characteristic feature of the original LB and not having any historic significance in that context. Furthermore, there is no substantive evidence to indicate that the system proposed is of a lesser quality than that on the existing roof. In that context, regardless as to whether or not a new metal roof could be satisfactorily installed and still address the claimed current failings, it is unlikely that the proposed material would have a significantly different effect on the LB's special interest than that existing.
10. The presence of three raised rooflights would be noticeably more prominent than that existing. Nevertheless, they would still be set apart from the original rear elevation of the LB and the existing first floor window and no higher than the eaves level of the main house. As such, the lines and extent of exposure of the existing rear elevation externally would not be affected to any significantly greater degree than is currently the case.
11. The proposed extension would not include any oak framing, unlike that existing which would be replaced with a combination of brick and modern framed glazed doors and windows. However, again, that is in the context of the modern nature of the existing extension, including in terms of its brickwork and evenly edged and finished oak frames. The extent of rear elevation glazing would also be likely to lighten the appearance of the proposal in the context of the LB as a whole, notwithstanding the additional brickwork on the west elevation compared with that existing.
12. The proposal would include a small, staggered section at one of its corners that would break its otherwise regular appearance to a small degree. However, the small scale of that element, together with use of the same brick as in the rest of the extension, would ensure that it would not be a dominant or detracting feature in the context of the proposal or LB as a whole. It would also not be an unusual feature in the context of the existing extension which has a staggered rear elevation albeit not at the corner point.
13. In light of the above, the proposal would preserve the significance of the LB and features of special architectural or historic interest that it possesses. The proposal would therefore satisfy the requirements of sections 16 and 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (the Act). Furthermore, for the same reasons, the proposal would accord with Core Policies 57 and 58 of the adopted Wiltshire Core Strategy which require, amongst other things, that new development be sympathetic to and conserve historic buildings; the use of high standards of building materials and finishes; and that designated heritage assets and their settings will be conserved, and where appropriate enhanced in a manner appropriate to their significance. The proposal would also accord with paragraph 203 of the National Planning Policy Framework which highlights, amongst other things, the desirability of sustaining and enhancing the significance of heritage assets.

Conditions

14. The Council has not suggested any conditions in the event of the appeals being allowed. However, for certainty, I have included the standard time limit condition. For clarity, I have also included a condition highlighting the approved plans, but only for Appeal A. Although those plans relate to both

appeals, I have not imposed a similar condition in relation to Appeal B as there is no power to do so under the Act. Also, for clarity and in the interests of preserving the significance of the LB, I have included a condition for both appeals to ensure that the proposal is carried out in accordance with the proposed materials and finishes set out in the respective original application forms.

Conclusion

15. For the reasons given above both appeals should be allowed.

A Dawe

INSPECTOR

30/10/2024



Élan Cité

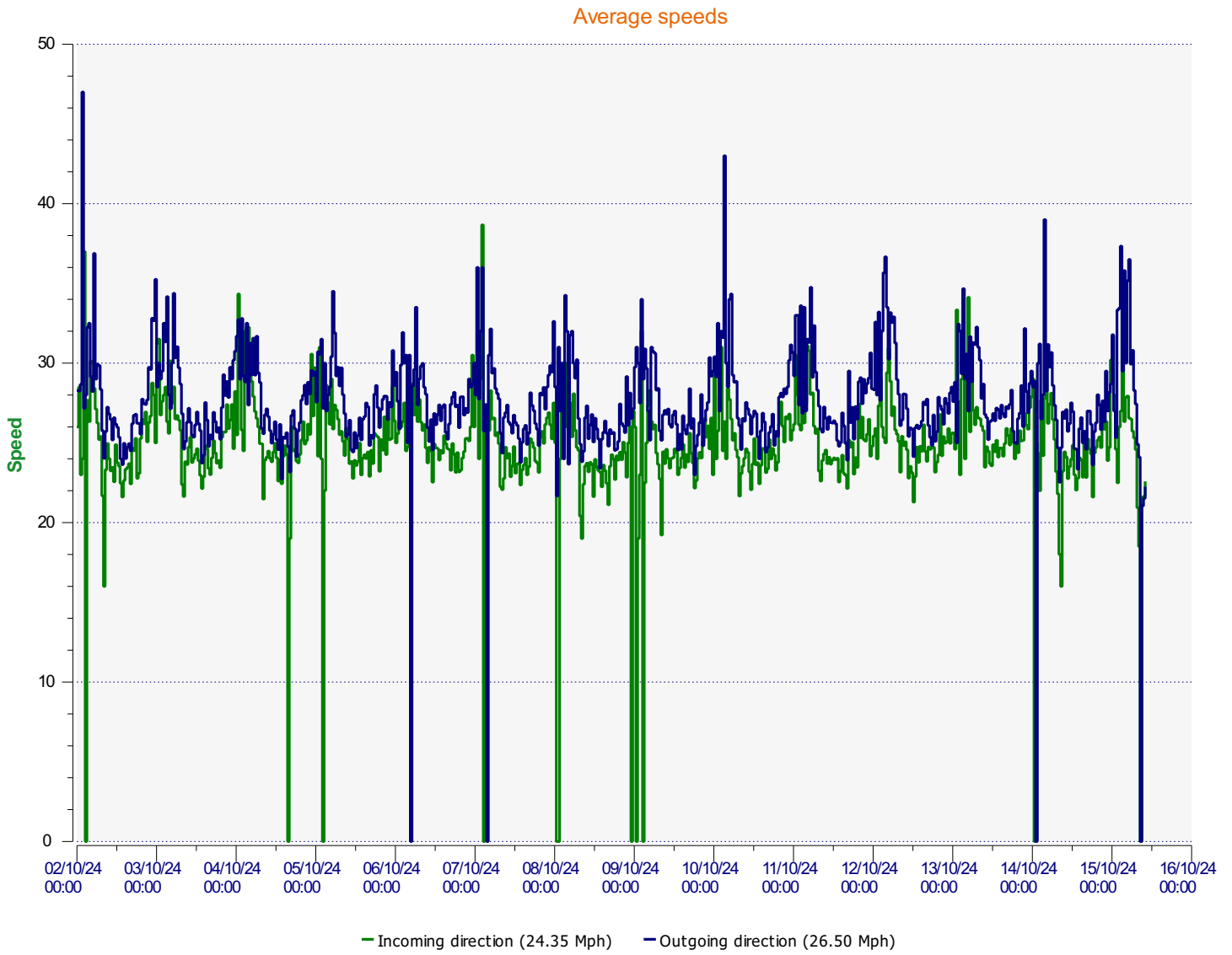


DÉTECTER • INFORMER • SÉCURISER

Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location: Bath Road - 30mph

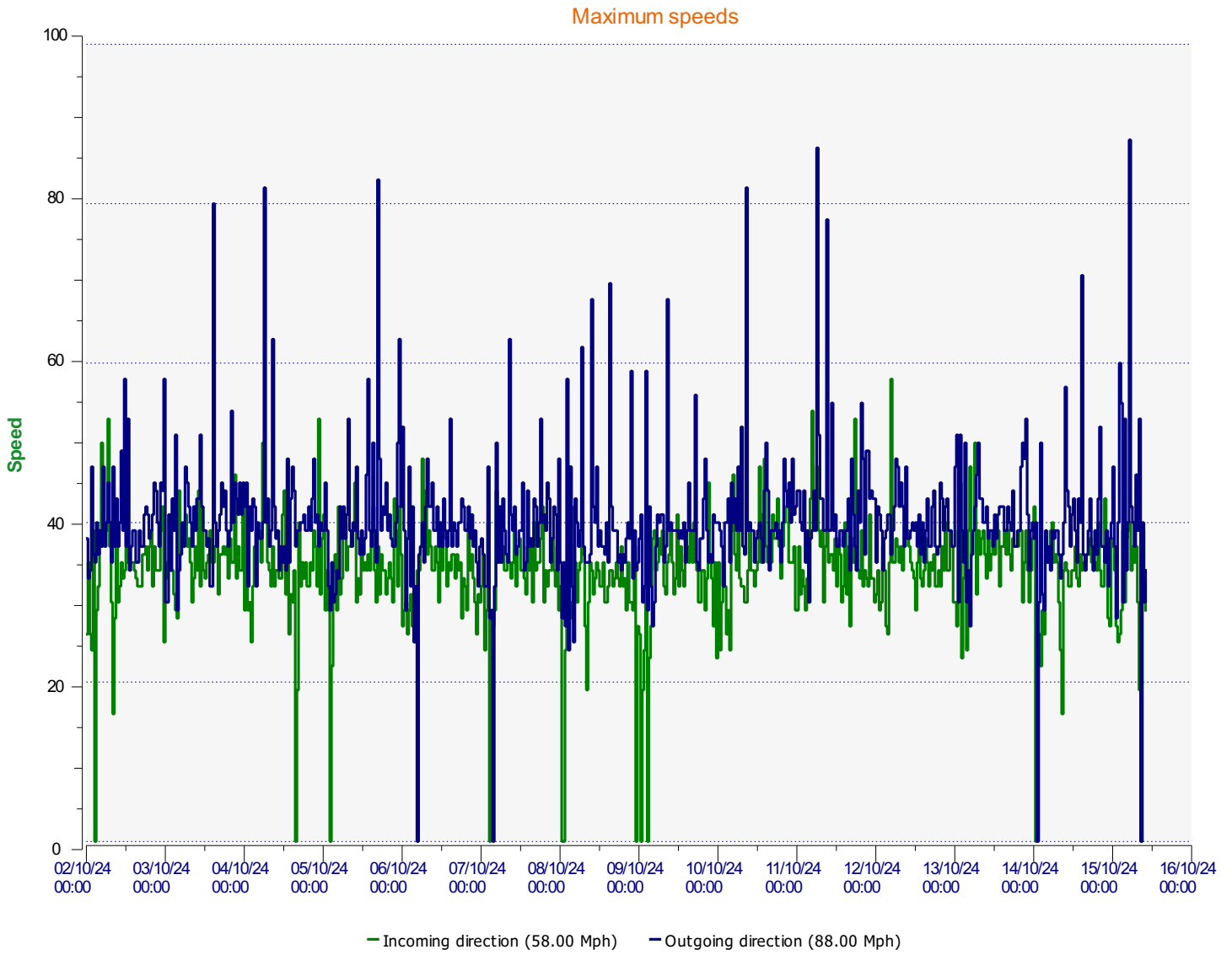
Comments:



Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

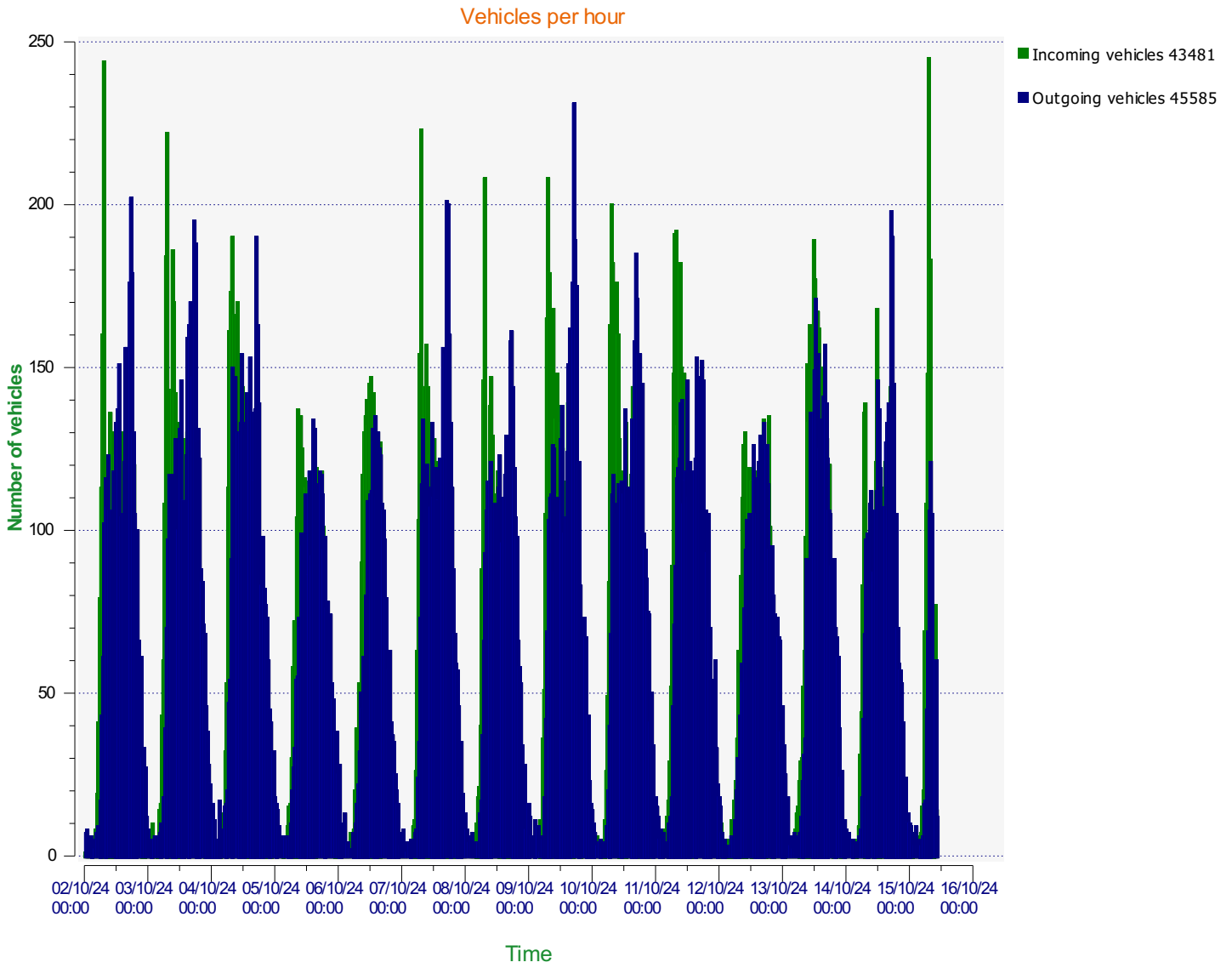
Comments:



Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

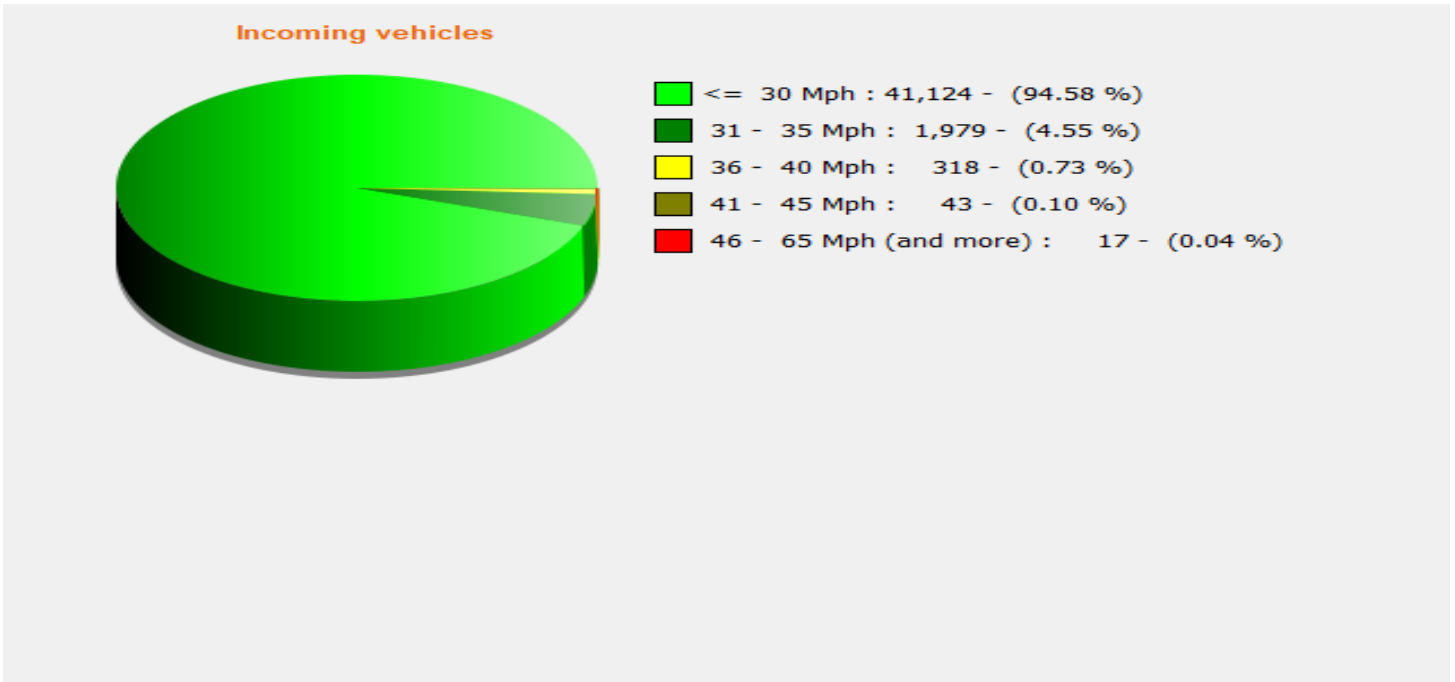
Comments:



Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

Comments:

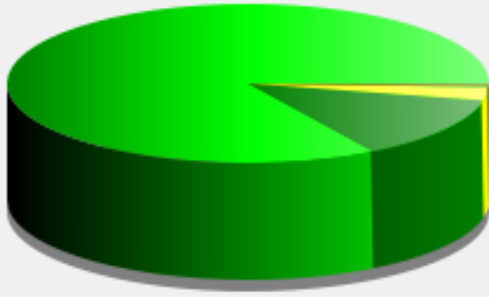







Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

Comments:

Outgoing vehicles

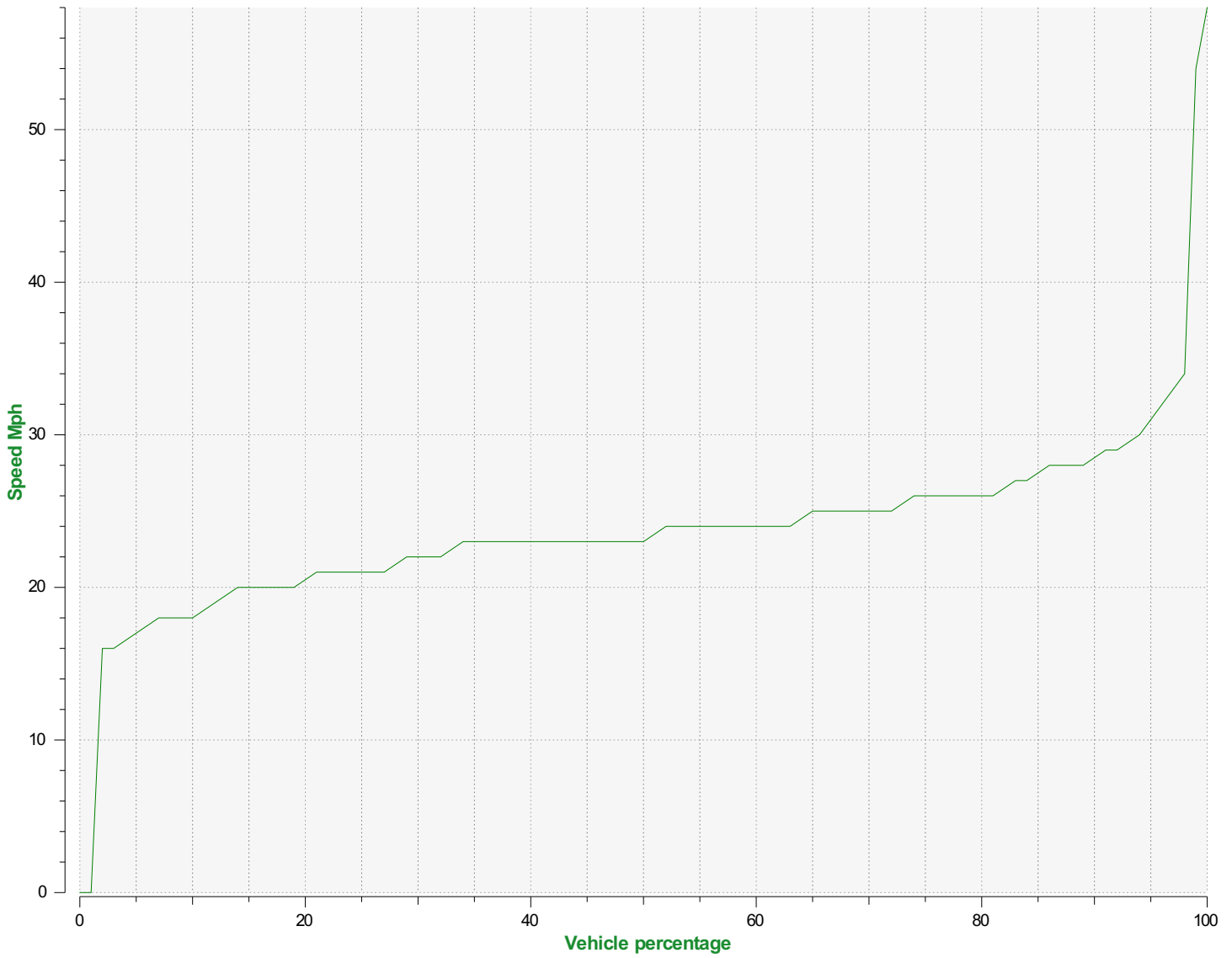


	<= 30 Mph : 38,141 - (83.67 %)
	31 - 35 Mph : 5,883 - (12.91 %)
	36 - 40 Mph : 1,240 - (2.72 %)
	41 - 45 Mph : 219 - (0.48 %)
	46 - 65 Mph (and more) : 102 - (0.22 %)

Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

Comments:



Speed percentiles (incoming)

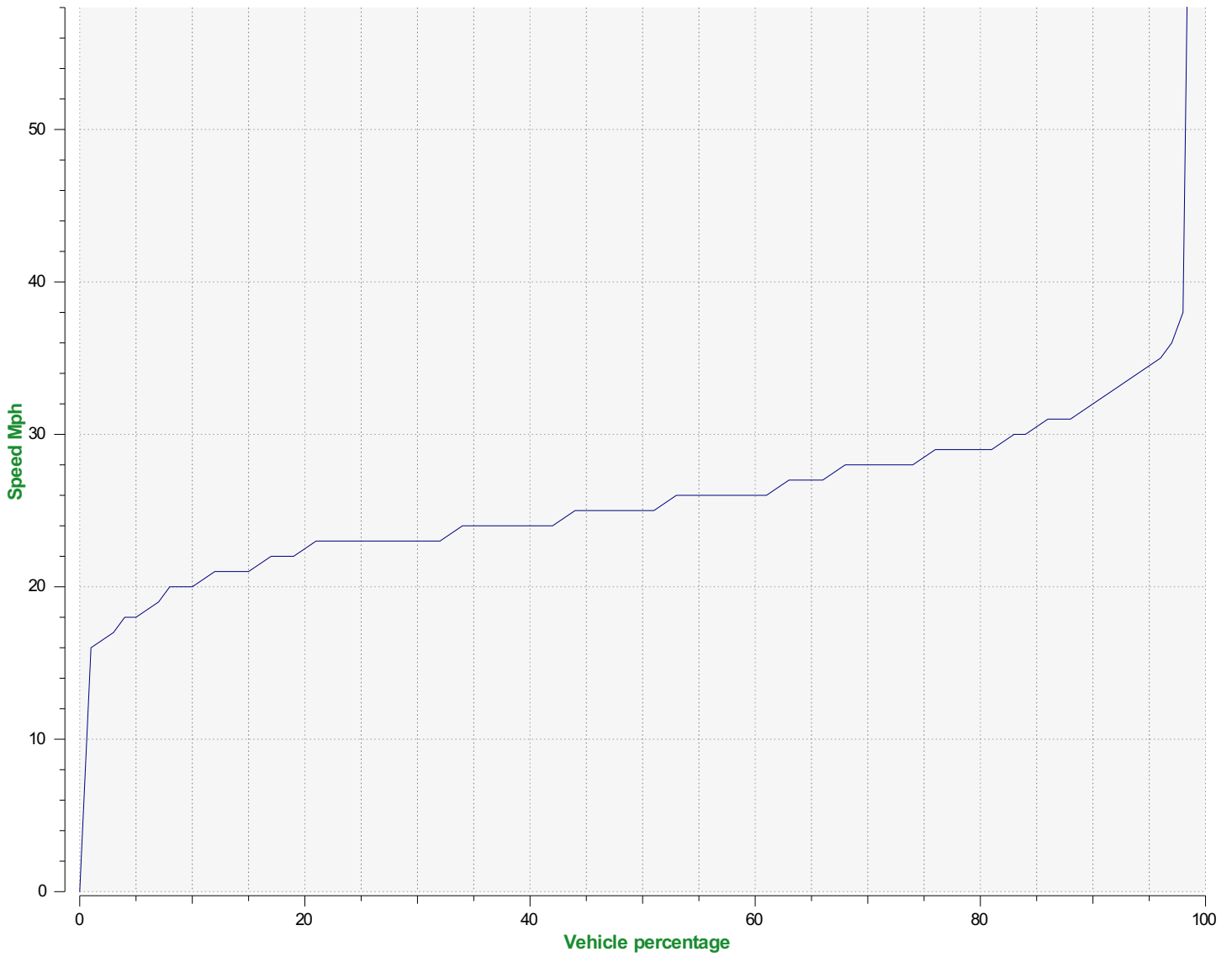
V30: 22.00Mph **V50:** 23.00Mph **V85:** 27.00Mph

Start date: Wednesday, October 2, 2024 12:00 AM

End date: Tuesday, October 15, 2024 10:00 AM

Location:

Comments:



Speed percentile(outgoing)

V30: 23.00Mph **V50:** 25.00Mph **V85:** 30.00Mph

Start date: Wednesday, October 2, 2024 12:00 AM
End date: Tuesday, October 15, 2024 10:00 AM

Location:

Comments:



Élan Cité

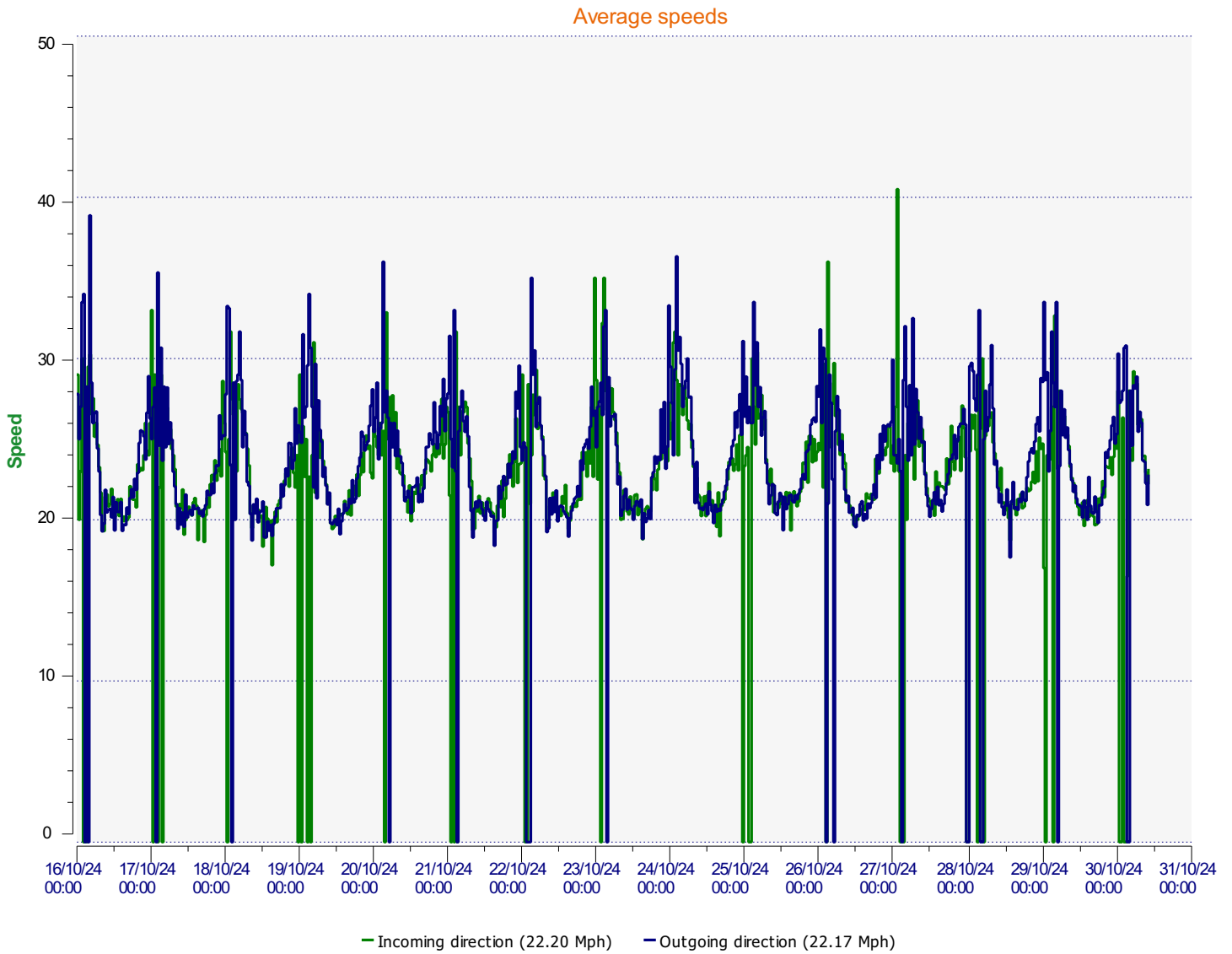


DÉTECTER • INFORMER • SÉCURISER

Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location: George Lane - 30mph

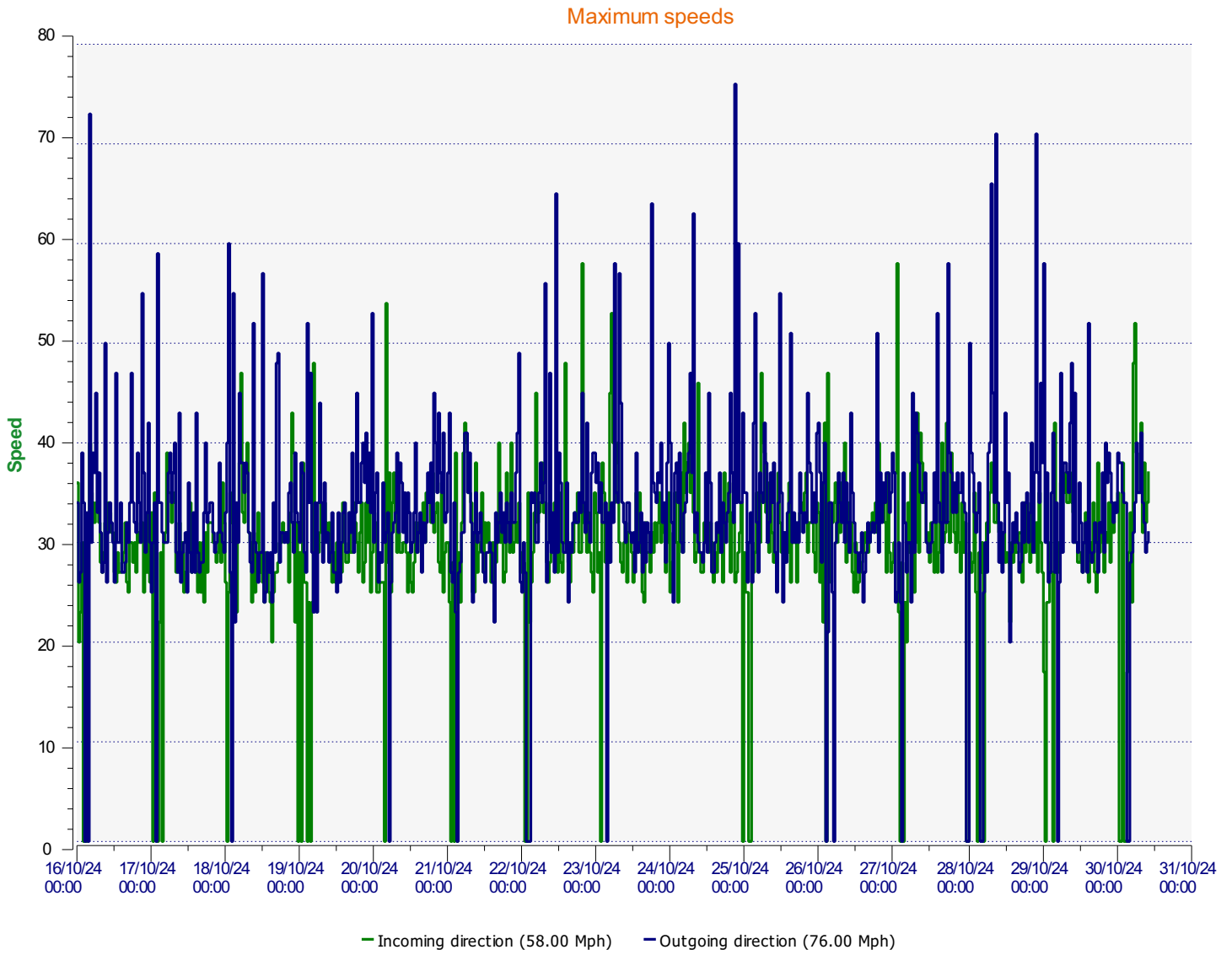
Comments:



Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

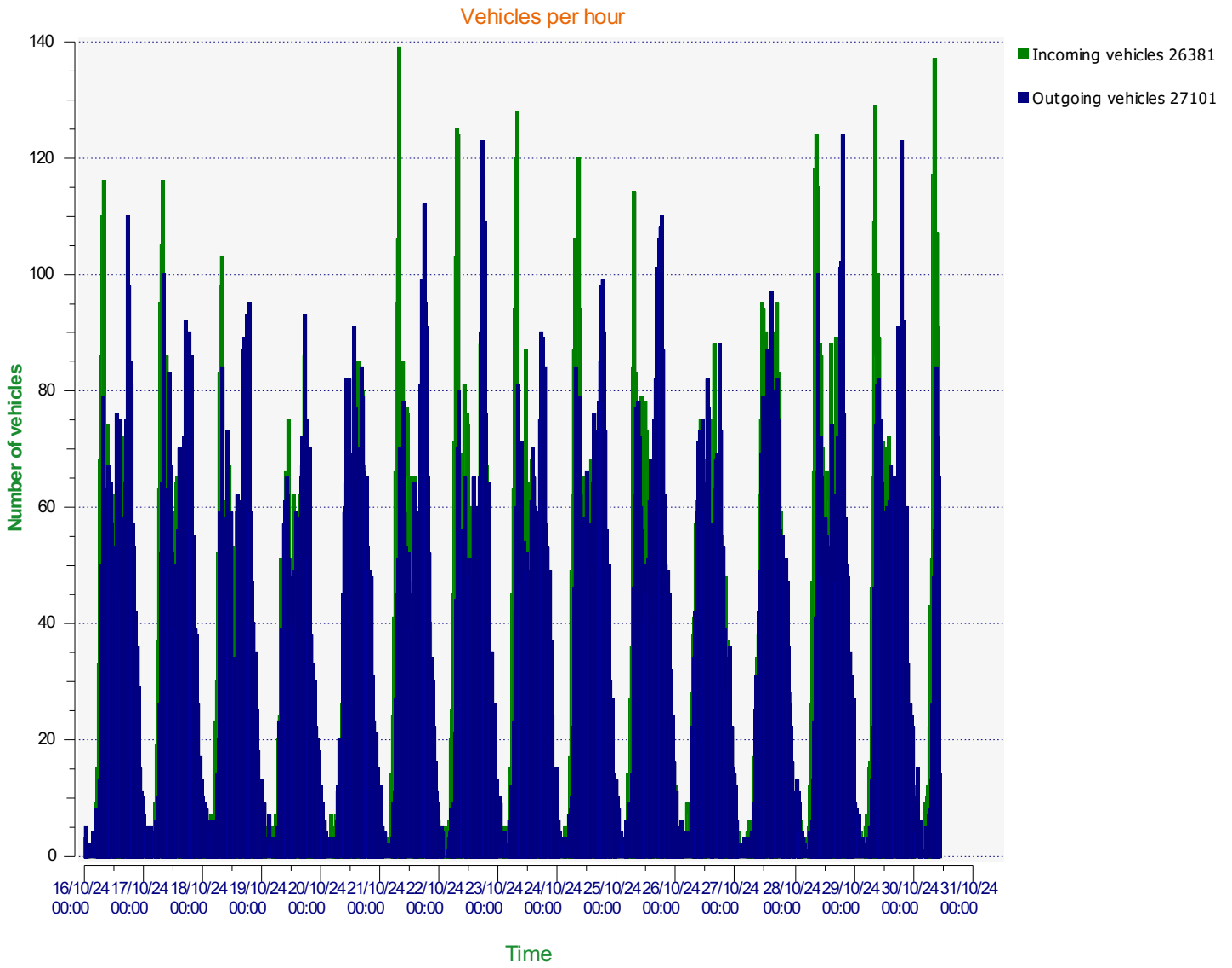
Comments:



Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:

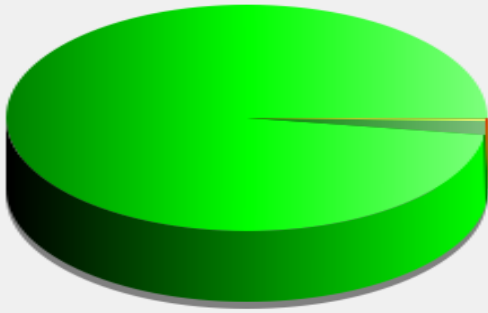


Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:

Incoming vehicles



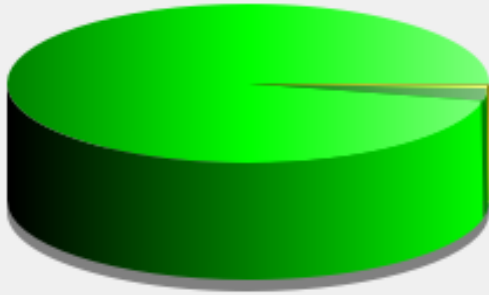
■	<= 30 Mph : 25,744 - (97.59 %)
■	31 - 35 Mph : 527 - (2.00 %)
■	36 - 40 Mph : 80 - (0.30 %)
■	41 - 45 Mph : 16 - (0.06 %)
■	46 - 65 Mph (and more) : 14 - (0.05 %)






Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:

Outgoing vehicles



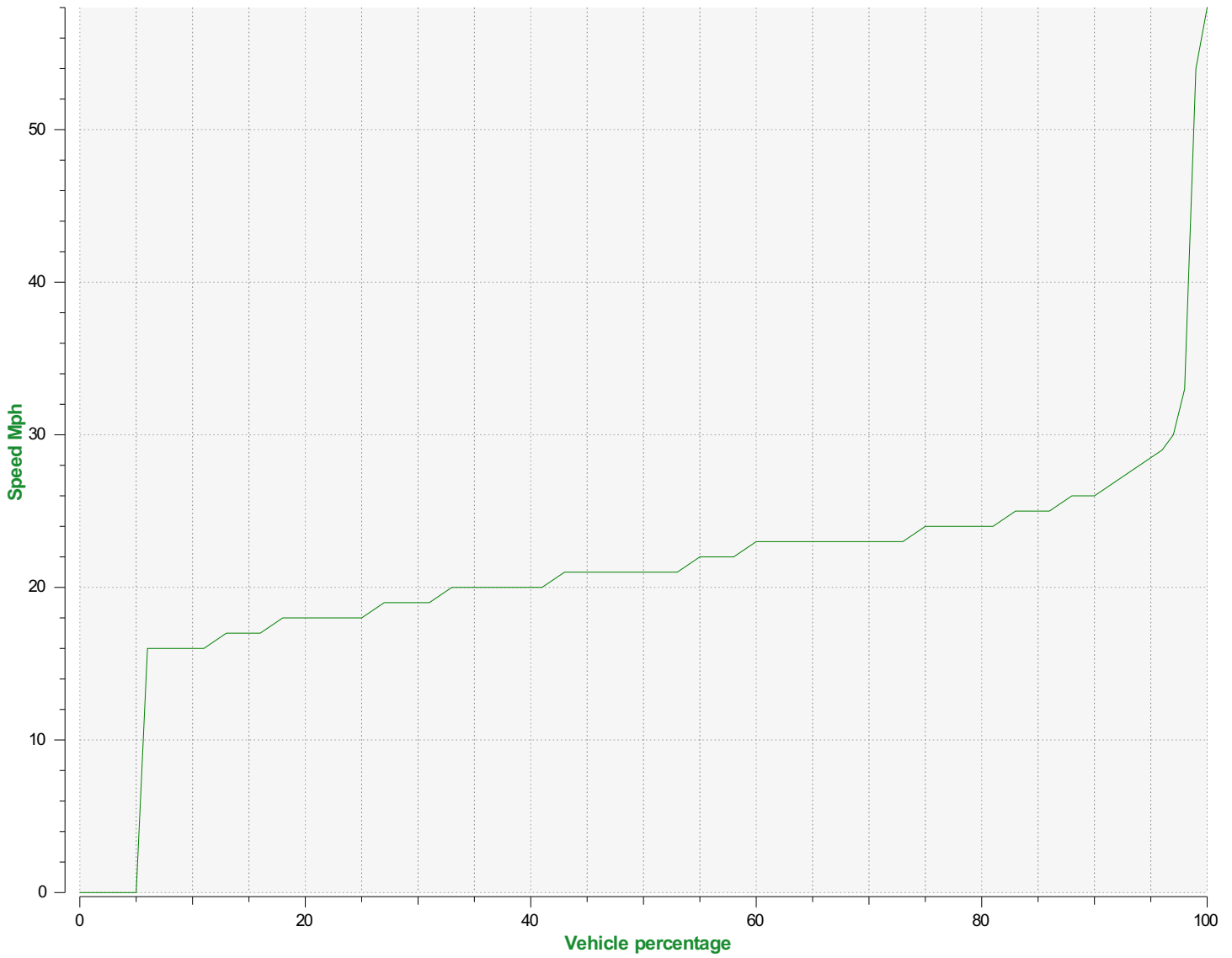
	<= 30 Mph : 26,144 - (96.47 %)
	31 - 35 Mph : 702 - (2.59 %)
	36 - 40 Mph : 165 - (0.61 %)
	41 - 45 Mph : 45 - (0.17 %)
	46 - 65 Mph (and more) : 45 - (0.17 %)

Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:

30/10/2024



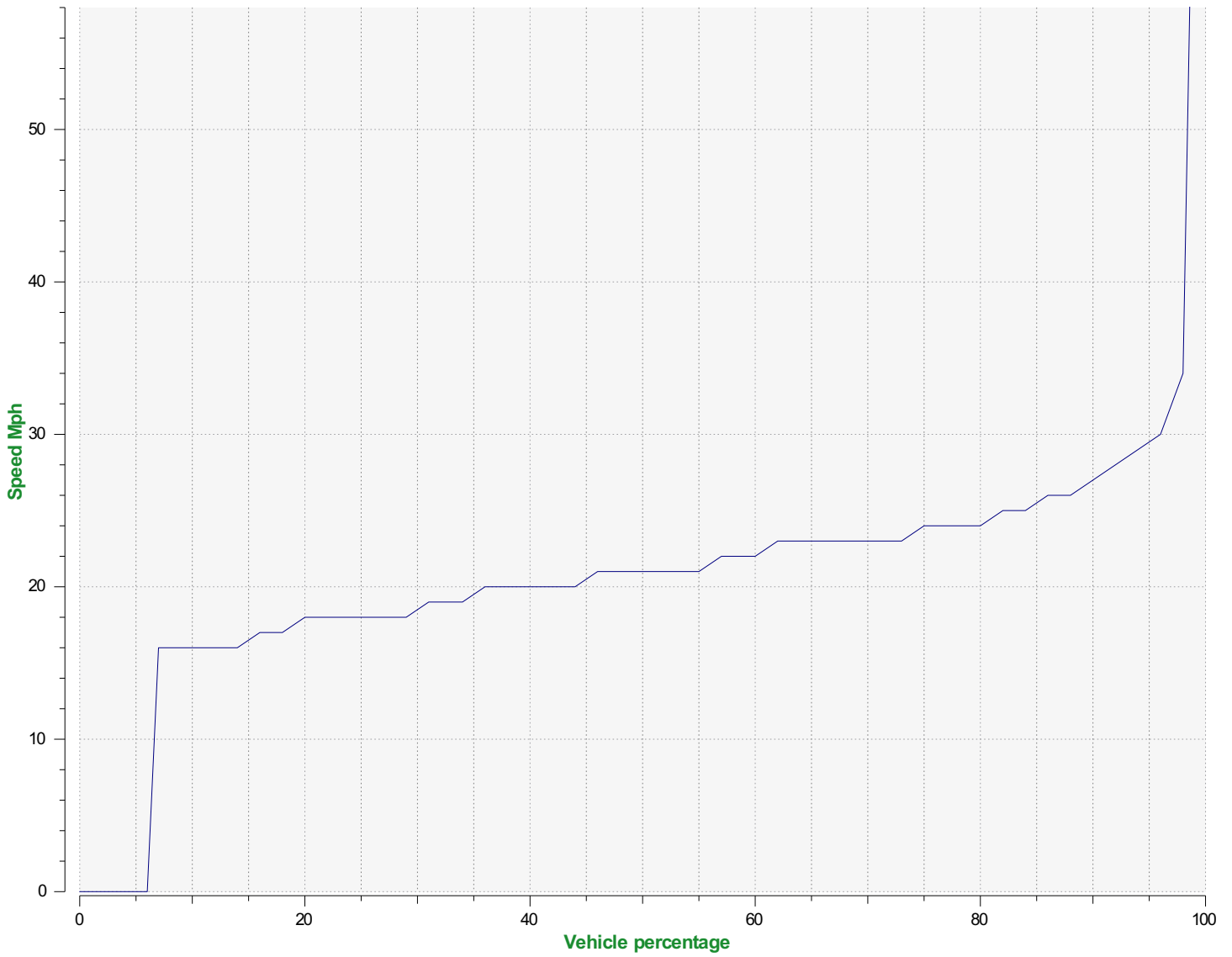
Speed percentiles (incoming)

V30: 19.00Mph **V50:** 21.00Mph **V85:** 25.00Mph

Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:



Speed percentile(outgoing)

V30: 18.00Mph **V50:** 21.00Mph **V85:** 25.00Mph

Start date: Wednesday, October 16, 2024 12:00 AM
End date: Wednesday, October 30, 2024 10:00 AM

Location:

Comments:

Councillors Briefing Note No. 24-19

Service: Highways and Transport **Further Enquiries to:** Gareth Rogers

Date Prepared: 11 October 2024 **Direct Line:** (01225) 713384

THE 'SUBSTANTIVE HIGHWAYS SCHEME FUND' BID APPLICATION PROCESS FOR FUNDING IN 2025/26

Background

A Substantive Highways Scheme Fund will again be made available in 2025/26 to enable Area Boards to bid (via their respective Local Highways and Footpath Improvement Groups (LHFIGs)) for funding to deliver priority transport schemes that exceed their Discretionary Highways Budget.

A two-year design and build programme has been adopted for Substantive Highways Schemes whereby Area Boards submit funding bids in the current year for detail design prior to implementation in the following financial year. As such, the bidding process will take place in 2024 for funding in 2025/26 financial year.

Subject to source funding remaining available¹, the Substantive Highways Scheme Fund for the 2025/26 financial year will be set at £250,000.

Mechanism for awarding Substantive Highways Scheme Funding

The mechanism to be used to award Substantive Highway Scheme Funding will be that agreed by the Cabinet Member for Highways and Transport in July 2011.

With this mechanism, competing scheme bids are assessed and awarded funding according to two factors:

- Value for money
- Deliverability

Value for money is the ratio of the cost and benefit of the prospective schemes. Under this system, the benefit is determined from the priority score following assessment under the Scheme Assessment Framework (see **Appendix 1**) and the cost is that which would be borne by the council in implementing the scheme. In this way, the cost/benefit ratio of any scheme is calculated to both acknowledge and stimulate contributory funding from town/parish councils and other external bodies.

¹ Local Transport Plan Integrated Block – Annual Grant Funding from Department for Transport

Deliverability is an assessment of how challenging a scheme would be to implement within the next financial year, considering technical, legal/procedural, operational, financial and public factors. Schemes are given a 'confidence score' based on these factors.

Appendix 2 sets out the Substantive Highways Scheme Bid Evaluation Formula incorporating the above value for money and deliverability criteria. It should be noted that, as the council is looking to fund those schemes that are easily deliverable, and offer the maximum benefit for the minimum cost, the successful bids will be those that achieve the lowest score.

Eligibility to bid for Substantive Highway Scheme Funding

An Area Board is eligible to bid for Substantive Highway Scheme Funding when the cost of implementing a scheme is estimated to exceed its annual Discretionary Highways Budget allocation.

Schemes that can be achieved within an Area Board's Discretionary Highways Budget or where it is reasonable and realistic to implement discrete, stand-alone sections in phases over time are not eligible for Substantive Highways Scheme Funding. However, projects that comprise a number of separate but linked elements that form an integral highway improvement will be eligible.

Each bid must include a local financial contribution to the scheme. This can come from the relevant LHFIG or another source, such as a parish or town council, or be a combination of different sources. In addition, the sum of the local contribution and the bid for Substantive Highways Scheme Funding must cover the full estimated cost of implementing the scheme.

Schemes for which bids are submitted must have been developed to a stage that demonstrates the detail design work can be achieved in 2024/25 and the scheme delivered in the 2025/26 financial year when the funding will be available. Development of a scheme should include topographical surveys, completion of statutory processes, early-stage design and scheme drawing, and detailed cost estimates. The extent of scheme development prior to the submission of a substantive bid will depend on the type of scheme being proposed and advice should be taken from council officers. Schemes submitted without reaching the required development stage will score poorly and are unlikely to secure funding.

Area Boards can submit up to two bids, although bidding more than once may reduce an Area Board's chances of success as the bids would effectively compete against each other.

Bidding process

Bids should be completed on the attached pro-forma application form (see **Appendix 3**) and submitted by Friday 13 December 2024 to the highways officer serving the relevant Area Board LHFIG. The bids will then be scored in accordance with **Appendix 2**.

It is anticipated that a provisional decision on the awarding of funding will be made in February 2025 by the Cabinet Member for Highways & Transport, Street Scene and Flooding.

APPENDIX 1

INTEGRATED TRANSPORT SCHEME ASSESSMENT FRAMEWORK

OBJECTIVES	FACTOR	DESCRIPTION	SCORE
SAFETY	Accidents	Number of pedestrian/cycle accidents over proposed length of scheme (last 3 years); 2 points per accident up to a maximum of ten points for five or more accidents	(0 – 10)
	Threat and Intimidation	Traffic volumes: < 300v/hr = 0pts, 300-600v/hr = 2pts, > 600 v/hr = 3pts Traffic speeds: 0-5mph asl* = 0pts, 5-10mph asl* = 2pts, > 10mph asl* = 3pts % HGVs: < 1% = 0pts, 1-5% = 1pt, > 5% = 2pts % through traffic: < 10% = 0pts, 10-50% = 1pt, > 50% = 2pts Existing facilities: 1 point deducted for each existing facility	(0 - 10)
ACCESSIBILITY	Population Benefiting	Number of people potentially benefiting from a scheme: 0-10 = 1pt, 10-100 = 2pts, 100-200 = 3pts, 200-500 = 4pts, 500-1000 = 5pts, 1000-2000 = 6pts, 2000-4000 = 7pts, 4000-8000 = 8pts, > 8000 = 10pts	(0 – 10)
	School Travel	Would a scheme offer improved facilities or a safer environment for children walking/cycling to school(s)? Yes = 5pts; No = 0pts Does the school have a 'live' School Travel Plan? Yes = 5pts; No = 0pts	(0 – 10)
	Amenity Links	To what level would a scheme serve local amenities: 2 points each for a food shop, leisure centre, community centre, public house and Post Office	(0 – 10)
ECONOMY	Economic Considerations	Would a scheme improve pedestrian/cycle access to an urban commercial/retail area? Yes = 5pts; No = 0pts Would a scheme improve the pedestrian/shopping environment in an urban commercial/retail area? Yes = 5pts; No = 0pts	(0 – 10)
INTEGRATION	Network Linkages	Would a scheme improve existing networks? Link on a town cycle network = 5 pts (Link on a recreational cycle/walk route = 2pts) Improved pedestrian link = 5 pts Improved disabled access = 5pts Link to a bus/rail station = 5pts (link to bus stop = 2pts)	(0 – 20)
ENVIRONMENT	Environmental Considerations	Could the scheme help achieve modal shift and reduce car use? Yes = 5pts; No = 0pts Is the scheme in an Air Quality Management Area? Yes = 5pts; No = 0pts	(0 – 10)

* asl = Above speed limit

APPENDIX 2

Cost/Benefit

Scheme Name	Total Cost of Scheme (£000s)	Contribution (from CATG or other party) (£000s)	Cost to WC (£000s)	Benefit Score (from Scheme Assessment Framework)	Cost to Benefit Ratio
	A	B	A-B	0-90	A-B/Benefit Score
Example Scheme X	60	30	30	50	0.60
Example Scheme Y	60	0	60	50	1.20

0 = no risk
 1 = low risk
 2 = medium risk
 3 = high risk

Deliverability

Technical	From a technical standpoint, what is the level of confidence in our ability to implement the proposal? Are there any likely departures from standards involved in developing or implementing the proposal? Is there sufficient land to implement a scheme that meets standards?	x
Legal/Procedural	Are there any statutory procedures that are likely to prove a barrier to delivery? What is the level of confidence that they can be dealt with?	x
Operational	Are there any aspects of the proposals which would result in the Council incurring significant additional costs over its projected life?	x
Financial:	Evidence from past transport projects illustrates that there is a systematic tendency for project appraisers to be overly optimistic when estimating costs. This assessment should appraise the likelihood of the project being delivered within the estimated cost.	x
Public	Has the proposal been made public? If so, how acceptable is the proposal? Are there likely to be objections from particular sections of the community or from particular areas?	x
Deliverability Score		$\sum x \div 5$

Overall Score = Cost/Benefit x Deliverability

APPENDIX 3

Application for Substantive Highways Scheme Funding

This form should be completed and submitted to the highways officer serving your Area Board's Local Highway and Footpath Improvement Group (LHFIG) by Friday 13th December 2024 and copied to Gareth Rogers (Traffic Engineering Manager)

Applicant Details:

Name:	
Area Board:	
Email:	
Tel:	

Description and Location of Proposed Scheme:

Scheme name	
Town/village:	
Road name/area of town/village:	
Brief description of scheme:	

Scheme Costs and Funding Sought:

Estimated total cost of Scheme	£
Contribution from LHFIG's Discretionary Highways Budget	£
Contributions from third parties (e.g. town/parish councils)	£
Funding sought from Substantive Highway Scheme Fund	£

.....
Signature of Area Board Chair/Community Area Manager:

.....
Date: