



Public Document Pack

Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES
Tel: (01225) 704187

Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA,
FLSCC

To: Councillor J Hubbard (Chair)
Councillor G Cooke (Vice-Chair)
Councillor P Aves
Councillor S Crundell
Councillor C Goodhind
Councillor S Mortimer
Councillor G Ellis
Councillor J Oatley
Councillor S Rabey

7 June 2021

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Economic Development and Planning Committee** meeting of the Melksham Town Council. The meeting will be held at the Melksham Town Hall on **Monday 14th June 2021** commencing at **7.00 pm**. A period of public participation will take place in accordance with Standing Order 3(F) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting.

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC
Town Clerk and RFO

**Economic Development and Planning Committee
Melksham Town Council**

**Monday 14 June 2021
At 7.00 pm at the Melksham Town Hall**

Public Participation – To receive questions from members of the public.

In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.

AGENDA

1. Apologies

2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. Minutes (Pages 1 - 6)

To approve the Minutes of the Economic Development and Planning Committee meeting held on 25 May 2021.

4. Neighbourhood Plan

To note dates for the diary:

- Thursday 24th June, 2 to 7pm at Melksham Assembly Hall – drop in session for residents; all members of the steering group welcome to attend to answer any queries etc
- Thursday 1st July REFERENDUM

- September 2021 – start of the Plan review process

5. Planning Applications

To comment on the following planning applications:

[PL/2021/04456](#) UNIT 2, 122 FOREST ROAD, MELKSHAM, SN12 7AE
Variation of condition 7 of W/10/02668/FUL (amendments to opening hours)
Consultation Deadline: 5 July 2021

For Information:

[21/01629/OUT](#) Land South of Woodrow Road, Melksham
Outline application with all matters reserved for residential development (up to 150 dwellings), associated works and infrastructure, ancillary facilities, open space, landscaping with vehicular and pedestrian access from Woodrow Road
MTC Consultee Response: Object
Application was withdrawn

6. Planning Decisions

To note the following planning decisions:

[PL/2021/03304](#) 119 CRANESBILL ROAD, MELKSHAM, SN12 7GH
Loft conversion with Velux roof lights
Decision: Approved
MTC Consultee Response: Not required as this was a Certificate of Lawfulness only.

[PL/2021/03028](#) 7 CRAYBOURNE ROAD, MELKSHAM, SN12 7DH
Proposed single storey rear extension
Decision: Approved with conditions
MTC Consultee Response: No Objection

[21/02490/FUL](#) 37 Conway Crescent, Melksham, SN12 6BD
Proposed single storey rear extension
Decision: Approved with conditions
MTC Consultee Response: No Objection

[21/01324/FUL](#) 14-18 Bank Street, Melksham, SN12 6LG
External alterations to include replacement windows at first floor front elevation and insertion of two roof lights and new delivery door and replacement door on rear elevation.
Decision: Approved with conditions
MTC Consultee Response: No Objection

[21/00549/FUL](#)

Berkeley House, Longleaze Lane, Melksham, SN12 6QJ
3 bay oak framed detached garage and home office

Decision: Approved with conditions

MTC Consultee Response: No Objection

[PL/2021/03201](#)

River Mead Primary, Lowbourne, Melksham, SN12 7ED
Renewal of planning permission to retain the single mobile building with toilets on site - used as a curriculum space for children in school.

Decision: Approved with conditions

MTC Consultee Response: No Objection

[PL/2021/03245](#)

Melksham Forest Community Centre, The Shed, Bowmans Court, Melksham, SN12 7FF

Use of existing hardstanding for a temporary construction compound to support the installation of new sewers which will alleviate sewer flooding in the local area

Decision: Approved with conditions

MTC Consultee Response: No Objection

7. CATG Issues

7.1 Murray Walk Lighting

To consider the issue raised by a resident regarding the need for street lighting on the pathway of Murray Walk.

Report to Follow

8. Wildlife and Countryside Act 1981 s.53 Rights of Way Modification Order 2020 (Pages 7 - 10)

To note the Wiltshire Council Parish of Melksham Path No. 107 and Melksham Without Path No 151 Rights of Way Modification Order, withdrawal which will be considered at the Area Planning Meeting on 9 June 2021. (See attached)

9. Traffic Surveys in Wiltshire (Pages 11 - 26)

To note the update from the Sustainable Transport Team regarding updated arrangements and procedures for Traffic Surveys in Wiltshire.

Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Tuesday 25th May 2021

PRESENT: Councillor J Hubbard (Chair)
Councillor G Cooke (Vice-Chair)
Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor C Goodhind
Councillor S Mortimer
Councillor J Oatley
Councillor S Rabey

OFFICERS:	David McKnight	Economic Development Manager
	Christine Hunter	Committee Clerk
	Taylor Robinson	Business Administration Apprentice

PUBLIC PARTICIPATION: No members of the public or press were present.

62/21 Apologies

No apologies.

63/21 Declarations of Interest

Councillor Ellis declared a pecuniary interest in agenda item 4 planning application PL/2021/03183 Station Approach. Councillor Ellis confirmed he would leave the room for this item and abstain from voting.

Councillor Oatley declared a non-pecuniary interest in Agenda Item 4 PL/2021/03245. Councillor Oatley would be voting on the agenda item.

64/21 Minutes

It was proposed by Councillor Aves, seconded by Councillor Hubbard and

UNANIMOUSLY RESOLVED that the minutes of the Economic Development and Planning Committee Meeting held on 4 May 2021, having previously been circulated, were approved as a correct record and were signed by the Town Mayor, Councillor Hubbard.

65/21 Planning Applications

The Council had **no objection** to the following planning applications

[PL/2021/04757](#) Land East of Spa Road, Melksham, Wilts
Temporary installation of housing development marketing signs including flagpoles and totem signs.
Consultation deadline: 9 June 2021
Melksham Town Council requested a condition be added that all advertisement signs should be removed within 90 days of the last property being sold.
Agreement: Unanimous

[PL/2021/03309](#) 23 GOLDFINCH ROAD, MELKSHAM, SN12 7FL
Single storey Orangery extension to rear elevation.
Consultation deadline: 27 May 2021
Agreement: Unanimous

[PL/2021/03245](#) Melksham Forest Community Centre, The Shed, Bowmans Court, Melksham, SN12 7FF
Use of existing hardstanding for a temporary construction compound to support the installation of new sewers which will alleviate sewer flooding in the local area.
Consultation deadline: 27 May 2021
Agreement: Unanimous

[PL/2021/04513](#) Spencers Sport and Social Club Beararce Road Melksham SN12 8AG
Proposed Container For Storage & New Fencing for Bin store
Consultation deadline: 9 June 2021
Agreement: Unanimous

[PL/2021/03183](#) Station Approach, Melksham, SN12 8BN
Proposed advertising sign at the entrance to Station Approach and illuminated cafe sign at the gable end of the cafe building facing the station platform.
Consultation deadline: 2 June 2021
Councillor Ellis had declared a pecuniary interest, therefore left the room for this item and did not vote.
Agreement: Resolved

[PL/2021/04746](#) 50 PRIMROSE DRIVE, MELKSHAM, SN12 6GB
Two Storey Rear Extension
Consultation deadline: 10 June 2021

Agreement: Unanimous

[PL/2021/03860](#)

15 HAZELWOOD ROAD, MELKSHAM, SN12 6HP
Proposed garage conversion & replacement flat roof and rear conservatory.

Consultation deadline: 14 June 2021

Agreement: Unanimous

[PL/2021/04477](#)

16 BREAM CLOSE, MELKSHAM, SN12 7JX
Single storey utility extension

Consultation deadline: 7 June 2021

Agreement: Unanimous

The Council **objected** to the following planning applications:

[20/08520/FUL](#)

7 Lowbourn Melksham Wiltshire SN12 7DZ
Demolition of existing restaurant, and erection of a new two storey building for flats.

It was proposed by Councillor Hubbard, Seconded by Councillor S Crundell and

RESOLVED to object to the application on the following grounds:

- The proposed development is in a conservation area.
- The proposed development is not in keeping with the style of buildings within the area.
- The proposed development indicates there are nine parking spaces with no evidence that 7 of those 9 parking spaces will be available in the future, if and when the remaining area of the site is developed.

[PL/2021/04956](#)

5A CHURCH WALK, MELKSHAM, SN12 6LY
Yew tree – fell.

It was proposed by Councillor Hubbard, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to object to the application on the following grounds:

- No clear reason for felling the tree.
- It is not clear if the tree is protected
- It could be a registered bat roost.

66/21 Planning Decisions

Members noted the following planning decisions:

- | | |
|-------------------------------------|--|
| <u>21/02351/FUL</u> | 75 Semington Road, Melksham, SN12 6DW
Proposed two storey side & rear extension.
Decision: Approved with Conditions
MTC Consultee Response: No Objection |
| <u>21/01358/ADV</u> | 12 Bank Street, Melksham, SN12 6LG
1no. part internally illuminated fascia sign & 1no. internally illuminated projecting sign.
Decision: Approved with Conditions
MTC Consultee Response: No Objections |
| <u>21/02411/FUL</u> | 30 Southbrook Road, Melksham, SN12 8DT
Proposed single storey rear extension
Decision: Approved with Conditions
MTC Consultee Response: No Objections |

67/21 CATG Issues

Antisocial Behaviour – Field next to Primrose Drive Play Area, Heather Avenue

It was proposed by Councillor Hubbard, seconded by Councillor Oatley and

UNANIMOUSLY RESOLVED to ask the Economic Development Manager to:

- contact Wiltshire Council Highways Department to obtain recommendations on the best way forward before putting to CATG.
- Contact Sgt J Twyford for suggestions on how to combat the antisocial behaviour.
- To bring responses from Wiltshire Council Highways Department and Sgt Twyford to the next Economic Development and Planning Committee meeting on 14 June 2021.

The Town Mayor, Councillor Hubbard gave an update on the bollards on Bank Street and confirmed work would commence on the bus shelters this week. The Committee asked the Economic Development Manager to review the bus shelter at Blenheim House, if work is required to bring to the next Economic Development and Planning Committee meeting.

68/21 Neighbourhood Plan

The Economic Development Manager confirmed the Neighbourhood Plan referendum date is 1 July 2021.

69/21 Traffic Regulation Orders for Consultation

The following Traffic Regulation Orders for Consultation were noted:

1. THE COUNTY OF WILTSHIRE (PATHFINDER WAY, MELKSHAM WITHOUT) (30MPH SPEED LIMIT) ORDER 2021
2. THE COUNTY OF WILTSHIRE (VARIOUS ROADS, MELKSHAM AND MELKSHAM WITHOUT) (40MPH SPEED LIMIT) ORDER 2021
3. PEDESTRIAN CROSSING – A365 WESTERN WAY, MELKSHAM AND MELKSHAM WITHOUT
4. PEDESTRIAN CROSSINGS – A365 BATH ROAD AND PATHFINDER WAY, MELKSHAM WITHOUT

The Town Mayor, Councillor Hubbard confirmed they will be implemented as advertised.

70/21 Temporary Road Closure Notifications

The following Temporary Road Closure Notifications were noted:

Temporary Closure of: Westlands Lane (Part), Melksham Without (Ref: TTRO 7287) commencing 7th June 2021.

Temporary closure of: A365 (Part), Melksham (16/06/21 - 30/06/21)

Meeting Closed at: 8.10 pm

Signed:

Dated:

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WILDLIFE AND COUNTRYSIDE ACT 1981

THE DEFINITIVE MAP AND STATEMENT FOR THE MELKSHAM URBAN DISTRICT COUNCIL AREA DATED 1953 AND THE BRADFORD AND MELKSHAM RURAL DISTRICT COUNCIL AREA DATED 1952 AS MODIFIED UNDER THE PROVISIONS OF THE WILDLIFE AND COUNTRYSIDE ACT 1981

THE WILTSHIRE COUNCIL PARISH OF MELKSHAM PATH No. 107 & MELKSHAM WITHOUT PATH No. 151 RIGHTS OF WAY MODIFICATION ORDER 2020

This order is made by Wiltshire Council under section 53(2)(b) of the Wildlife and Countryside Act 1981 ("the Act") because it appears to that authority that the Definitive Map and Statement for the Melksham Urban District Council dated 1953 and the Bradford and Melksham Rural District Council dated 1952 as modified under the provisions of the Wildlife and Countryside Act 1981 require modification in consequence of the occurrence of an event specified in section 53(3)(c)(i) of the Act, namely the discovery by the authority of evidence which (when considered with all other relevant evidence available to them shows :

- (i) that a right of way which is not shown in the map and statement subsists or is reasonably alleged to subsist over land in the area to which the map relates, being a right of way such that the land over which the right subsists is a public path, a restricted byway or, subject to section 54A, a byway open to all traffic.

The Authority have consulted with every local authority whose area includes the land to which this order relates.

The Wiltshire Council hereby order that:

1. For the purposes of this Order the relevant date is the 11th March 2020.
2. The Definitive Map and Statement for the Melksham Urban District Council area dated 1953 and the Bradford and Melksham Rural District Council area dated 1952 as modified under the provisions of the Wildlife and Countryside Act 1981 shall be modified as described in Parts I and II of the Schedule and shown on the plan attached to the Order.
3. This Order shall take effect on the date it is confirmed and may be cited as the Wiltshire Council Parish of Melksham Path No. 107 & Melksham Without Path No. 151 Rights of Way Modification Order 2020.

THE COMMON SEAL of
WILTSHIRE COUNCIL was
hereunto affixed this 18th day
of March 2020

}
}
}
}

Kamreen Hussain

In the presence of:

Senior Solicitor

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91610

SCHEDULE

PART I

MODIFICATION OF DEFINITIVE MAP

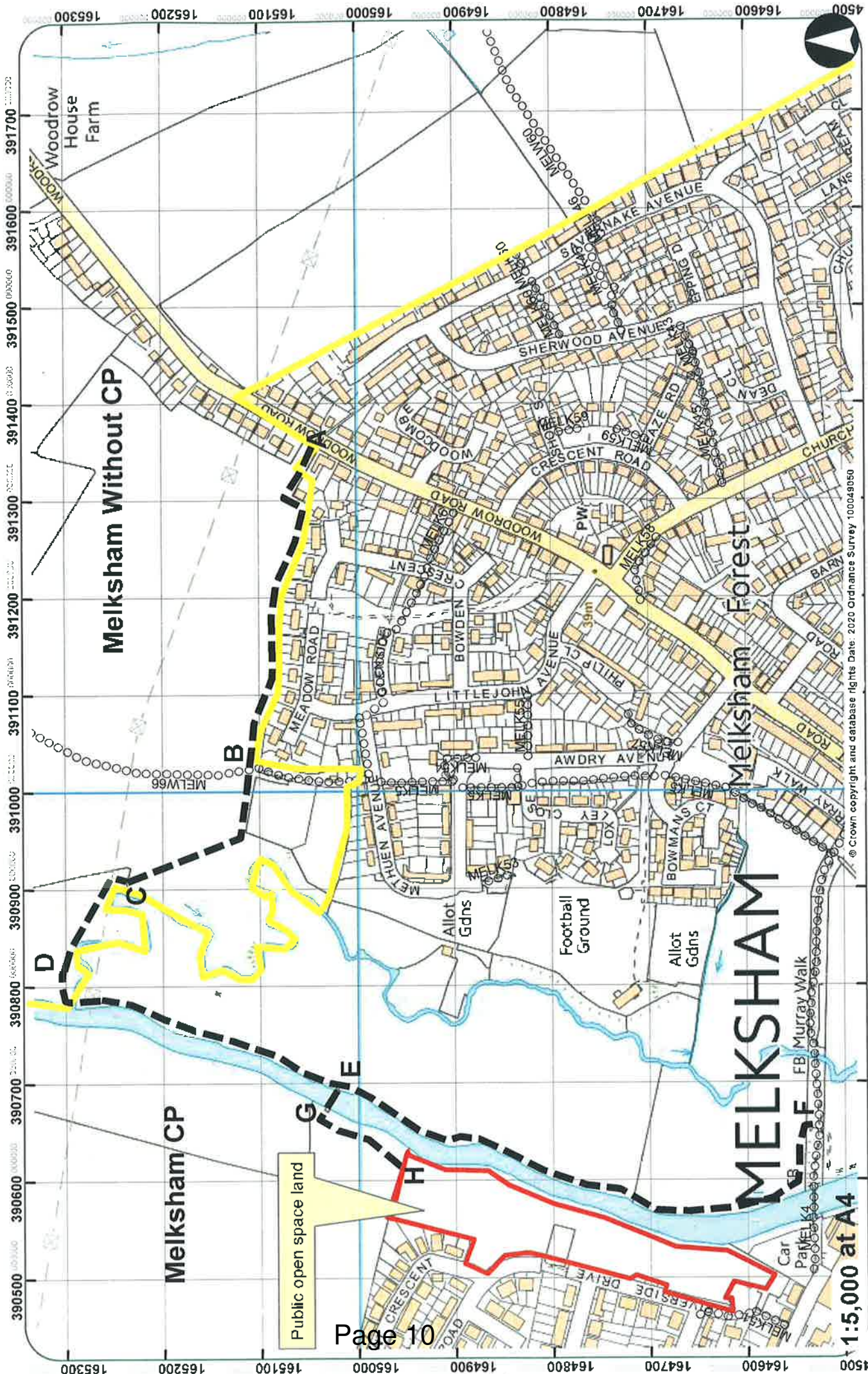
Parish	Path No.	Description of footpath to be added	Modified under section 53(3) as Specified
Melksham	107	<p>That length of footpath shown on the plan attached hereto by a black broken line leading from Point F at OS Grid ref. ST9066 6453 to the Parish Boundary close to Point D.</p> <p>Also that length of footpath shown on the plan attached hereto by a black broken line leading from Point E across the River Avon to Point G and H at OS Grid ref. ST9061 6495.</p> <p>Approximate length = 1014 metres Width = 1.6 metres</p>	53(3)(c)(i)
Melksham Without	151	<p>That length of footpath shown on the plan attached hereto by a black broken line leading from the Parish Boundary close to Point D to Point D at OS Grid ref. ST9082 6530. Also that length of footpath shown on the plan attached hereto by a black broken line leading from Point D to Point C at OS Grid ref. ST9090 6524 to Point B to Point A at OS Grid ref. ST9136 6505 at Woodrow Road.</p> <p>Approximate length = 630 metres Width = 1.6 metres except from OS ST9082 6530 to ST 9090 6524 where 2 metres.</p>	53(3)(c)(i)

SCHEDULE

PART II

MODIFICATION OF DEFINITIVE STATEMENT

Parish	Path No	Description of path	Modified under Section 53(3) as specified
Melksham	107	<p>FOOTPATH leading from its junction with Path no. 4 Murray Walk to the River Avon where broadly north and north north east along the field edge following the River to the Parish Boundary at OS Grid ref. ST9079 6529. Also from OS Grid ref. ST9070 6502 crossing the river by the bridge where south south west to the public open space land at OS Grid ref. ST9061 6495.</p> <p>Approximate length: 1014 metres Width: 1.6 metres</p> <p>Limitations and Conditions: Stile at OS Grid ref. ST9079 6529 Stile at OS Grid ref. ST 9061 6495</p>	53(3)(c)(i)
Melksham Without	151	<p>FOOTPATH leading from Parish Boundary at OS Grid ref. ST9079 6529 to ST9082 6530 and from OS Grid ref. ST9090 6524 south east to the field edge where broadly east across path no. 66 following the field edge to Woodrow Road at OS Grid ref. ST9136 6505.</p> <p>Approximate length: 630 metres Width = 1.6 metres except from OS ST9082 6530 to ST 9090 6524 where 2 metres.</p>	53(3)(c)(i)



Email Received on 21 January 2021 from Wiltshire Council traffic survey department.

Good morning

Thu 21/01/2021

As you are aware, the UK is currently part way through the third lockdown since the start of the pandemic last year.

With schools only opening to help critical workers, many businesses having to remain closed and people working from home, roads are far quieter than normal as a consequence. With a direct effect on Wiltshire's traffic, the decision has been made to put the ordering of traffic surveys on hold until the current lockdown has been lifted. Due to these lockdowns, there will be a large backlog of traffic surveys to commission during 2021.

When traffic surveys resume, there will be some changes in their administration as Wiltshire Council has appointed a new contractor to undertake them. As a result, the details that are required when placing an order for a traffic survey request have been amended in order to streamline the process and minimise turnaround times.

To reflect these changes, an updated traffic survey request form with guidance can be found on the Wiltshire Council website [here](#) and I have also attached these for your convenience. This form can be completed electronically and can also be printed for completion. Can I please ask you to familiarise yourself with these before placing any more orders as any previously issued forms will no longer be accepted.

In the meantime, traffic survey requests can still be sent in to trafficsurveys@wiltshire.gov.uk and will be placed on our database for action as and when the lockdown has been lifted.

If you have any questions, please do not hesitate to contact me on the details below. Thank you for your cooperation.

Kind regards

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TRAFFIC SURVEY REQUEST PROCESS AND INFORMATION

November 2020

Instructions for ordering Traffic Surveys from Wiltshire Council

Emma Painter
trafficsurveys@wiltshire.gov.uk

Appendices

1. Overview of Traffic Surveys
2. Area Board/CEM & Traffic Engineer Information
3. Site Selection Criteria for Traffic Surveys
4. Survey Results and example
5. What3Words Instructions

Tracsis

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Appendix 1

Overview of Traffic Surveys

Previously known as 'Metro Counts', the traffic surveys we undertake use equipment placed on carriageways which comprises two rubber tubes stretched across the carriageway and a data box which is secured to street furniture. Data is collected for 24 hours per day over a 7-day period on the speed, volume and classification of vehicles. The equipment may be on site for up to two weeks and surveys are only conducted during school term times.

Wiltshire Council receives a large number of traffic survey requests over the year from town and parish councils and from internal teams within the Council to assist with transport related projects.

Please note, we do not accept the request forms directly from individual members of the public. If you are a member of the public who would like to request a traffic survey, this should be made via your local town or parish council who will submit an application form to Wiltshire Council on your behalf.

Traffic survey requests will be sent to our contractor in batches of 30. Once the surveys have been completed, Wiltshire Council will process the survey data before it is distributed to the relevant town or parish council.

The following information has been provided in order to guide you through the process of completing a Traffic Survey Request. Please read this carefully and provide as much detail as possible. Once the traffic survey has been commissioned, it cannot be cancelled, relocated or repeated.

If you have any queries, please contact trafficsurveys@wiltshire.gov.uk.

Appendix 2

Area Board/Community Engagement Managers (CEM) & Traffic Engineer Information

Area Board	CEM	WC Highway Engineer
Amesbury	Jacqui Abbott	Kate Davey
Bradford on Avon	Ros Griffiths	Kirsty Rose
Calne	Jane Vaughan	Mark Stansby
Chippenham	Ollie Phipps	Martin Rose
Corsham	Ros Griffiths	Kate Davey
Devizes	Andrew Jack	Gareth Rogers
Malmesbury	Ollie Phipps	Martin Rose
Marlborough	Andrew Jack	Steve Hind
Melksham	Peter Dunford	Mark Stansby
Pewsey	Richard Rogers	Mark Stansby
Royal Wootton Bassett & Cricklade	Jane Vaughan	Steve Hind
Salisbury	Marc Read	Paul Shaddock
Southern Wiltshire	Karen Linaker	Julie Watts
South West Wiltshire	Karen Linaker	Julie Watts
Tidworth	Richard Rogers	Gareth Rogers
Trowbridge	Liam Cripps	Kirsty Rose
Warminster	Graeme Morrison	Martin Rose
Westbury	Graeme Morrison	Kirsty Rose

Appendix 3

Site Selection Criteria for Traffic Surveys

The following points must be followed when selecting a survey site. If the criteria are not met, the data quality will be poor, and results may not provide any evidence of the issues you have raised.

- For Community Speed Watch and community concern sites, traffic surveys will only be approved in 20mph, 30mph and 40mph limits. **Any locations with a posted speed limit of 50mph or 60mph will need approval from a Wiltshire Council Highways Engineer** before a survey is commissioned.
- **Sites must be at least 100 metres from a change of speed limit.**
- **Select sites where most traffic is travelling at a constant speed across the tubes.** Wherever possible please avoid the following locations;
 - roads where vehicles are accelerating or decelerating due to sharp bends and steep inclines
 - do not choose locations near traffic signals, junctions or near pedestrian crossings
 - roads with on-street parking
 - and sites where vehicles may need to stop over the tubes.
- **Ensure that traffic will cross at right angles to the tubes as far as possible.** Avoid sites where vehicles may turn across the tubes or where vehicles may change lanes.
- **Ensure there is a suitable securing point for the roadside unit.** This could be road signs, street furniture, trees or street lights. ***Please note – equipment cannot be attached to telegraph poles.*** The data box is secured with a padlock and chain - any posts must be tall enough so that the chain cannot be lifted over the top. Use of posts on private property will require permission from the landowner.
- **Consideration for the safety of the deployment officers is paramount.** Any location deemed too high risk for deployment will not be completed – notification of this will come from our contractors via Wiltshire Council and the relevant Town/Parish Council will be notified.
- **Please include as much information for the location as possible**, including house numbers, official road name and/or number and maps or map web-links using (<https://www.google.co.uk/maps>). In addition, please include a www.what3words.com link for the location, as this helps us and our external contractors to identify specific locations, particularly in rural areas. Please see Appendix 3 for further instructions.
- **Please avoid using local nicknames for locations.**

- **Locations are not eligible for repeat survey within a 12-month period**, unless there are exceptional circumstances and approval from the Highways Officer.

PLEASE NOTE – There may be instances where the site you have selected cannot be surveyed and an alternative is deployed. Reasons for this could be as follows;

- **the site is not suitable for the equipment to be secured and the contractor will relocate the equipment in a more suitable place as close to the requested site as possible**
- **a Wiltshire Council Highways Officer considers that an alternative location is required in order to achieve the most accurate results based on the issues outlined. However, any alterations will be notified by email to the appropriate Town/Parish Council for final approval.**

A Wiltshire Council Highways Officer will try to answer any questions regarding the above points but are unable to visit sites in person. Please contact trafficsurveys@wiltshire.gov.uk .

Appendix 4

Survey Results

From October 2020, all traffic surveys will be commissioned by a company called Tracsis who are Traffic and Survey specialists. The survey data will be supplied to the corresponding Town/Parish Council and will provide details as before. However, the presentation of the data will change and will include the following information (please see Figure 1);

- **Speed Data**

The traffic survey will record 85th percentile speed for each vehicle and this will be used to determine if the site enters the thresholds for intervention and detailed as follows;

Speed Limit (MPH)	No further action (85 th ile)	Considered for Community Speed Watch (85 th ile)	Police Enforcement (85 th ile)
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

The 85th percentile is the speed at or below which 85% of the traffic is travelling. This is the standard method of assessing traffic speed in the UK. **Community Speed Watch teams cannot operate in areas with a speed limit over 40mph.**

In addition to the recorded 85th percentile, speed results are also provided to illustrate;

- Directional speed data
- Weekly average speed data
- Percentage of vehicles travelling over PSL (Posted Speed Limit).

- **Traffic Volumes**

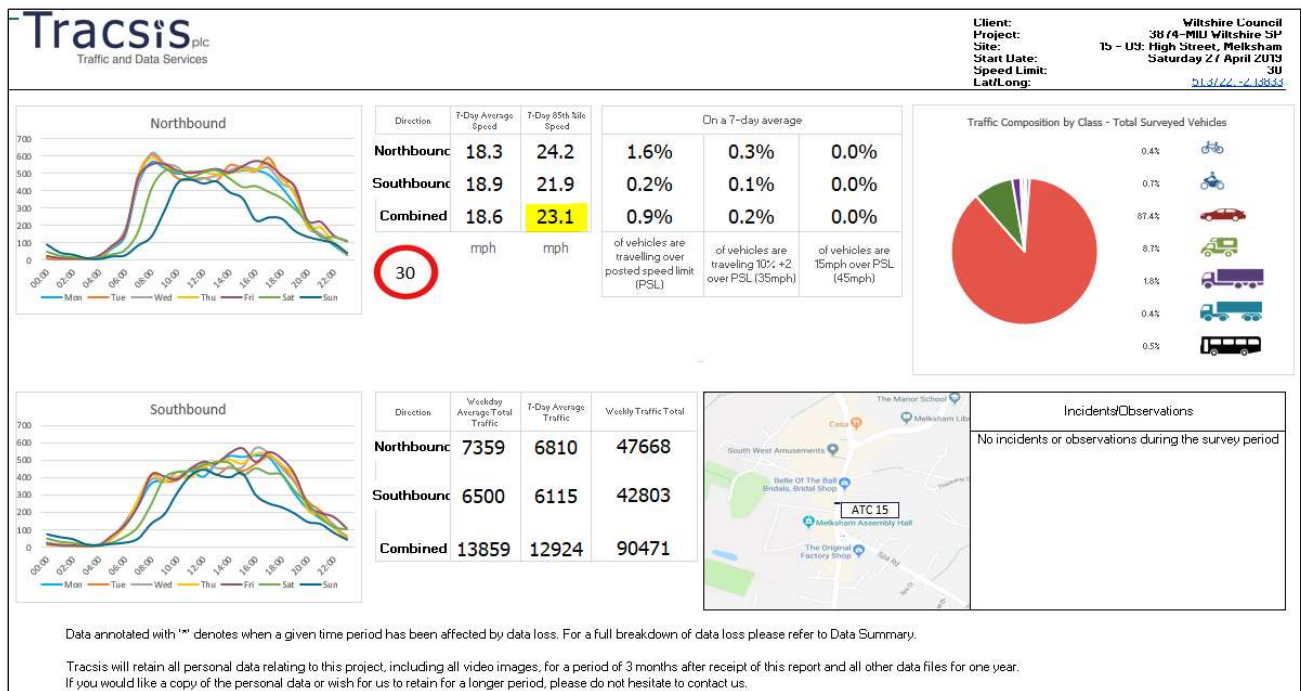
Traffic volumes are recorded hourly and split into northbound/southbound, eastbound or westbound directions. These results are also categorised as follows;

- Combined vehicle volume
- Weekday average volume
- Weekly average volume
- Weekly total volume

• Vehicle Classification

The classification of each vehicle is recorded during the traffic survey by measuring the distance between front and rear axles as they travel over the two tubes. Again, this information is provided as a summary over the survey period and split into vehicle classifications.

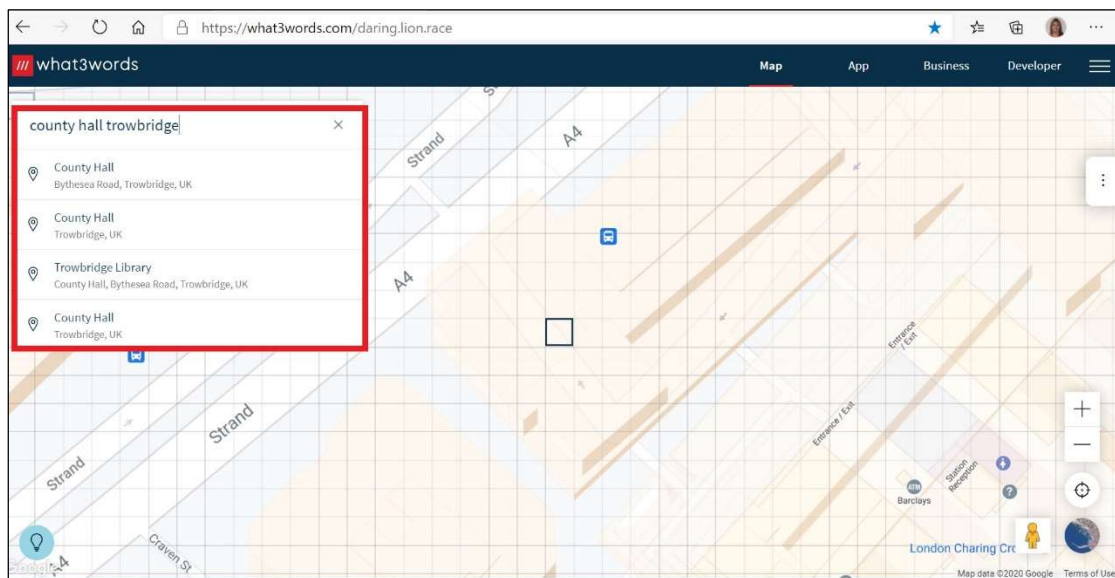
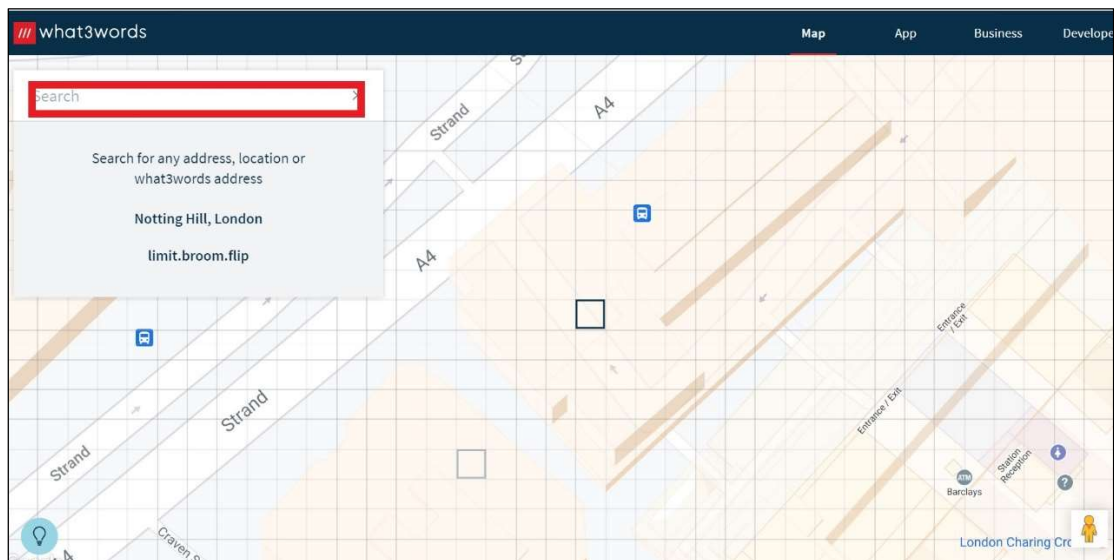
Figure 1 – example survey report



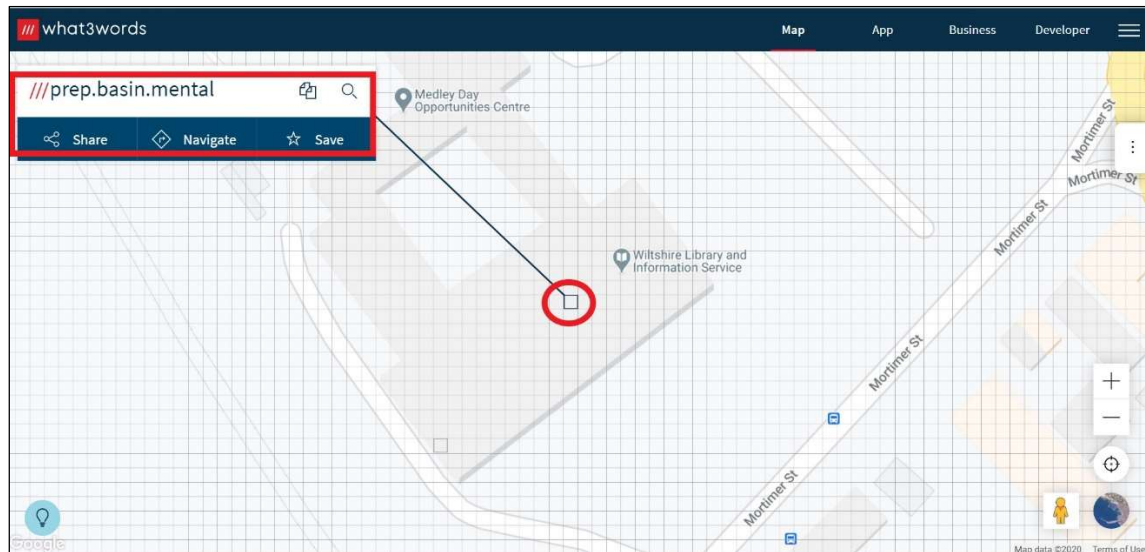
Appendix 5

'What 3 Words' Instructions

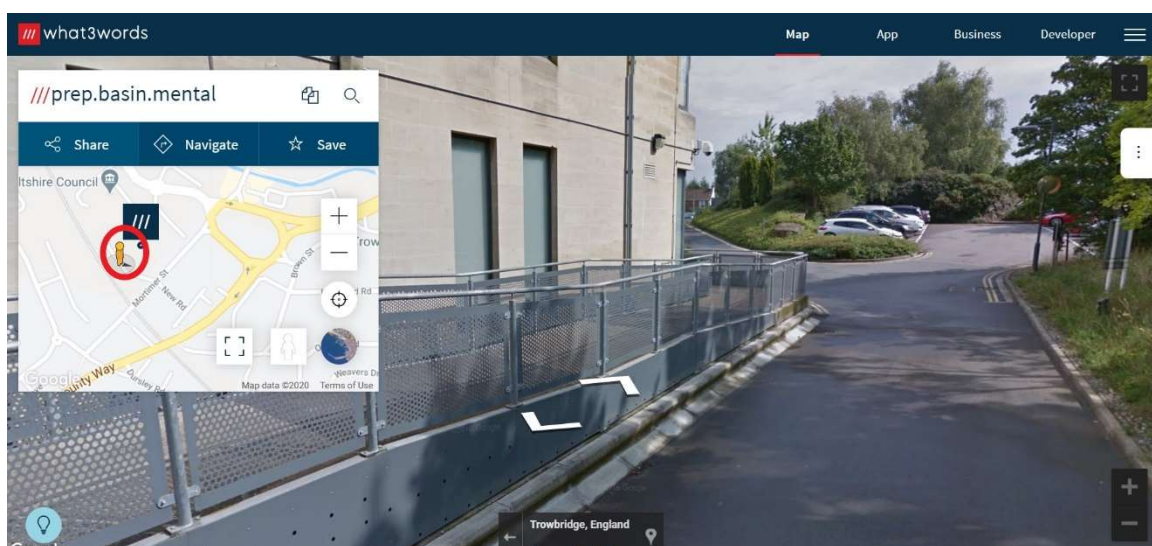
- Navigate to www.what3words.com
- In the search bar at the top left of the screen, type in the address or postcode you are looking for e.g. County Hall, Trowbridge.



- Make your selection from the list and you will automatically be taken to the location on the map as shown in the next image.



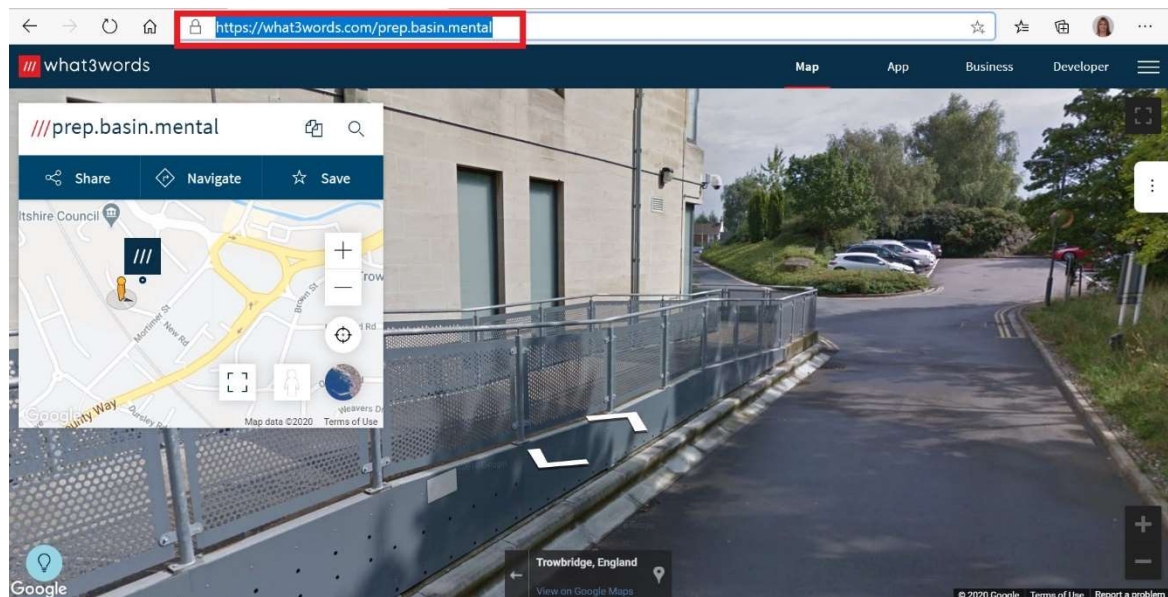
- Once you have been navigated to your chosen address, you will see three completely random words in the search box which is where you will find your 'What3Words' location reference. **However**, the location that you are taken to may not necessarily be the precise location you are looking for (e.g. Mortimer Street, Trowbridge). Using the 'hand' tool, you can navigate around the screen to find your chosen location. Again, using the 'hand' tool, click onto a box within the grid - each time you do this you will notice the 3 words in the search box change.
- Once you have found your chosen location, please select the 'yellow man' at the bottom right of the screen (also shown in Google Maps). Click and drag him onto the map in the vicinity of your location as shown below.



- You can now navigate to your chosen location by selecting the relevant box on the map shown on the top left of your screen, and the 'yellow man' will move to that box. An image

of the location will also be shown via Google Maps which will enable you to specify an exact location (e.g. street light number 35 outside entrance to County Hall).

- Once you are happy with your location, please make a note of the What3Words reference (e.g. ///prep.basin.mental) on your traffic survey request form **OR** simply highlight then copy the URL on your web browser as shown in the next image and paste the URL link onto the request form.



- If you have any issues with using www.what3words.com please contact trafficsurveys@wiltshire.gov.uk.

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¹ Document Created By
Emma Painter
Sustainable Transport
October 2020

Traffic Survey Request Form

This form should be completed in conjunction with the
'Traffic Survey Request Process & Information' document

Request Details (<i>one location ONLY – please use one form per survey location</i>):		
Date of Request		
Full Name of Requester		
Town/Parish Council Name		
Town/Parish Council Contact Name		
Town/Parish email (<i>Please note – this is the email address the results will be sent to</i>)		
Name of Area Board		
Name of Community Engagement Manager		
Name of Traffic Engineer (<i>50/60mph locations ONLY</i>)		
Main Issue (<i>please tick all that are relevant</i>):		
Speeding	<input type="checkbox"/>	Traffic volume <input type="checkbox"/> Vehicle type <input type="checkbox"/>
Please provide further details of these issues and the desired outcome:		

Survey Location <i>(please see Appendix 3):</i>						
Road name/classification/number (e.g. A342 Devizes Road)						
City/Town/Village						
Posted Speed Limit <i>(Please refer to Appendix 3 – Site Selection criteria for 50/60mph locations)</i>		20mph	30mph	40mph	50mph	60mph
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Description of preferred survey location <i>(Please refer to Appendix 3 – Site Selection criteria for examples)</i>						
'What3Words' location link <i>(please use www.what3words.com and refer to Appendix 5 for guidance)</i>						
Survey location map/link/photos/any other information <i>(please refer to Appendix 3)</i>						
Declaration	I confirm that I have read and understood the information in the 'Traffic Surveys Request Process and Information' document (please tick the box).					
Completed by	<input type="checkbox"/>					

This form should be completed and sent by email or delivered to your local town or parish council (details from link provided below)

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>