



South West Chilterns Community Board – Transport, Infrastructure, Reopening of High Street, Regeneration – Meeting Notes

Date/Time: Thursday 11 February at 1830hrs via MS Teams

1. Present

Cllr Alex Collingwood

Cllr Julia Adey

Cllr Mike Appleyard

Cllr Mark Harris

Cllr Chris Whitehead

Cllr Ian McEnnis

Cllr Roger Wilson

Cllr Dominic Barnes

Cllr Jocelyn Towns – Marlow Town Council

Cllr Valerie Brownridge – Little Marlow Parish Council

Liz Lorente – Transition Town Marlow

Nick Rowcliffe

Margaret McCarthy

Hilary Martin – Marlow Town Council

Tim Bingham

John Laker – Marlow Energy Group

George Lawrence – The Marlow Society

Kevin Allen – Buckinghamshire Council

Frances Clarke – Buckinghamshire Council

Makyla Devlin – South West Chilterns Community Board Coordinator – Buckinghamshire

2. Apologies

Cllr Julia Langley

Cllr David Johncock

Cllr Mark Turner - Fawley

Jacqueline Ford

Paul Deriez

3. Notes and actions from previous meeting

Action	Holder	Timescale	Update	Date
Trinity Road – Active travel proposal	Cllr Alex Collingwood	March 2021	Final design released (attached)	11/02/21
Community Events – investigation to be carried out in respect of costs for gazebos etc	Cllr Alex Collingwood/Makyla Devlin	In readiness for SWC CB meeting in March	Covid Activity has caused a delay - ongoing	11/02/21
Compile a short summary document on how the funding works to assist with what we are aiming to achieve	Cllr Alex Collingwood	By January working group meeting	Ongoing – to be completed by February TIRR meeting	21/01/21

Blind Lane, Bourne End – check with Officers that this scheme is proceeding	Cllr Alex Collingwood	Before February TIRR working group meeting. Circulate to Cllr Adey and Parish Council.	All were updated prior to meeting	11/02/21
Circulate details of BBF pilot to working group	Makyla Devlin	To be attached and circulated with the meeting notes	Completed at sent out.	21/01/21
Compile a short summary document on how the funding works to assist with what we are aiming to achieve	Cllr Alex Collingwood		To be completed in readiness for next financial year	11/02/21

4. Introduction

Welcome and introduction from Cllr Alex Collingwood. We have guests this evening from Buckinghamshire Council, Kevin Allen and Frances Clarke who are here to talk through the Westhorpe Construction. Kevin is overseeing the project overall and Frances is day-to-day Project Managing the works.

5. Transport

Westhorpe Scheme - Presentation was made (link attached). This covers objectives, the scope and the milestones.

The following were highlighted as key points

- This is a scheme valuable to Globe Park
- The scheme was proposed to reduce the traffic problems in the area

- It was back in 2016 when proposed changes were initiated to get to where the project lies today.

Comments

- Tim - Where the road exits A404, this has suffered from surface water and flooding in the past – *Response from Frances, the issues here have been discussed and there will be improvements to the current drainage system. This will also be fed back to Highways England.*
- Cllr Chris Whitehead – as someone who uses the junction frequently, will there be lane management in place – *Response from Frances – signage will be very clear in the area to prevent issues with the lanes. Response from Kevin – with regards to larger vehicles, lorries etc, the area turning movement calculations have been produced to allow for mistakes on approach which if happens, they will go back onto the A4155. If this option is abused then a TRO will be introduced for changes.*
- Cllr Mark Harris – with regards to vegetation work that has been/is being carried out and published on social media, this has upset some residents in terms of why millions of pounds are being spent on a project that may not be needed due to new ways of working following the pandemic – *Response from Margaret MacCarthy – not really sure yet what businesses will look like moving forward but, feedback is that office space will be occupied once again. There was a problem with occupancy in 2016 and then the park was at 35% vacancy and still there were issues with the junction hence the initiation of the project.*
- Cllr Valerie Brownridge – Will there be any mitigation measures on the A4155 towards Little Marlow/Bourne End during construction as the problems will go beyond the junction itself? *Response from Frances – this is key to minimise the disruption and I will be personally assessing the traffic management plans for effectiveness.*
- Cllr Roger Wilson – the egress from the industrial park of an evening. Surely a solution would be for a traffic light at the top? This doesn't appear to be on the plan or anything down by Gt Marlow School. Temporary traffic lights were an option. Why was this dropped? *Response from Frances – when this proposal went to consultation there were 3 considerations. 1. A slip lane, 2. Traffic signals by the roundabout, 3. Creating a route through a closed up entrance. The third option was dropped and the first two were pushed forward for further consideration. Response from Margaret MacCarthy – the park egress will be looked at in more detail in terms of additional improvements following the initial construction.*
- Cllr Julia Adey – want to strong reiterate the point made by Cllr Brownridge in terms of the signage. This really needs to be pushed further back into Wooburn Green and

Bourne End to prevent congestions. *Response from Frances – variable message signs could be used. Will check on the map as to their location. That said, hoping that due to the research and careful planning that there will not be too much traffic management disruption.*

- Cllr Chris Whitehead – this area is densely populated and the Marlow Streets in the area are narrow. Has this all been taken into account during the project and the impact it will have there? *Response from Cllr Alex Collingwood – this is the off slip road at the rear of the fire station to enable improvements to traffic flow off the A404 into Globe Park. Egress is still to be addressed as discussed previously once the rest has been implemented.*
- Cllr Mark Harris – vegetation following construction – will there be a reduction in the amount of trees and shrubbery in the area once the construction has been completed? *Response from Frances – there will be less just in the tarmac area but the landscape will be looked into for the remedial plan in liaison with Marlow Town Council. Will do as much as possible post construction. There will be further updates on this at future meetings.*
- Liz Lorente – bicycle routes there. There was suggestion that on the traffic light proposal option, there would have been an advanced stop lane but this isn't the case. Can there be some assurance that there will be an alternative or improved route to cross the A404? *Response from Cllr Alex Collingwood – the Volvo bridge is to be discussed further with Highways England as an option for this.*
- Liz Lorente – the newt ditch to stop flooding as this is a known flood area. Any trees that are removed to make way for development should be replaced to prevent flooding. The croft is one area. Can we get a guarantee that this will happen? *Response from Frances – we recognise the importance of this and will feed that back. Regarding the flooding, the drainage design solution will be fit for purpose. Response from Kevin – this will be reiterated to Highways England as important to prevent ponding and pooling. We are working with Marlow Town Council on the vegetation. The new drainage will link into the current drains and will be the responsibility of Highways England interms of the upkeep, maintenance and salting moving forward.*
- Nick Rowcliffe – cycling. Low cost but perhaps high impact would be a slightly higher fence where cyclists go over the A404 could be considered.

Trinity Road Scheme – (design information attached)

- Letter being sent out to 1000 houses over the next week
- This will be online from the 17th onwards, feedback for 4 March then for Active Travel team to sign off for an implementation date of 5/6 April
- This is a 6 month temporary scheme
- Review at the end of the 6 months to assess if a permanent implementation should be considered.
- There has been a redesign to aid turning into the driveways by larger vehicles.

6. Infrastructure – Broadband – Cllr Chris Whitehead (notes from Broadband workstream included)

- South West Chilterns are a leading group for rural broadband provision across the whole County area.
- North West Chilterns have shown interest and have joined our workstream group.
- Cllr Mark Turner is leading on this on behalf of South West Chilterns
- BT Openreach have changed the rules for applying which is very frustrating and likely to have an impact.
- The intention is still very much to achieve broadband into rural areas in line with new Government guidelines which will be published in April.
- Sue Hynard from the office of Steve Baker MP attends the meetings and she will be feeding back the detail from the work stream.
- The Council need to address that this is a vital commodity and that all hamlets, parishes and villages need broadband even more than ever with business operating from home and home schooling.

7. Marlow Bridge – Cllr Alex Collingwood

- The mending of the bollards begins next week
- £1.4 million of funding has been secured to protect the bridge going forward.
- It will not be narrower than 2m and normal cars and small vans will be able to get through and cross the bridge.
- The works are to repair/replace the bearings and the footways on the bridge

- Confirmed that once the works have been completed then the unfinished painting will be completed also. Estimated time for this to be completed is October 2021.
- This work is future proofing the bridge for the next 10-15 years.
- John Laker – over the last 10 years, so much money has been spent on bollards on the bridge. 10 years ago, I suggested that a camera should be on the bridge imposing fines to those who should not be using it and this would negate the need for bollards. Response from Cllr Alex Collingwood – both are needed. ANPR will be installed but this wont be immediate, plans for the future

8. Reopening of High Streets – Cllr Alex Collingwood (slides from Jacqueline Ford attached)

- The first slide was an overview of our first reopening activities back in June.
- Slide 2 – we have ‘real life’ experience now of how people have social distanced in our towns and so are better placed this time round to identify pinch points or new opportunity areas in our towns
- Keen to make sure that our smaller high streets and shopping centres are considered in this round too as appropriated.
- Looking to have a package/plan ready for when reopening can begin taking into account learnings from the initial lockdown.
- Looking at a business survey to gain understanding on how the businesses feel, their needs and their ideas
- As you can see in slide 3 (attached), there are various options. Planters for social distancing but need to consider the maintenance and upkeep after purchase
- Hand sanitising stations, mobile ones which could possibly be hired then now ownership issues at the end. They would be in addition to any provision that would be inside businesses so will require to be put out and taken in at the beginning and end of each day.
- Signage – we are looking for a softer more friendly ‘welcome back’ approach this time after the current ‘stay at home’ (see examples on slide 3)
- Also looking to develop a suite of social media ready graphics with ‘welcome back’, ‘shop local’, we’ve missed you’ etc so that these can mirror the signage and support local campaigns. Want to produce some hearts made for shopkeepers to hold saying welcome back so that these can be used for social media as well.

Question out to the group. What would you like to see in your local areas? There is funding available. All comments will be fed back to Jacqueline Ford

- John Laker – concerned about Covid-19 in general and face masks. Very few footpaths around the area where you can maintain a 2m distance from another individual and in general, masks are not worn in outside spaces. Everyone is encouraged to exercise but streets are narrow. Response from Cllr Alex Collingwood – at the recent farmers market where the Police were approached by concerned locals, the Police made the message very clear, if you feel unsafe, go home. Scientists are stating that is harder to contract the virus in the open.
- Cllr Alex Collingwood - In Bucks, 81% of the top categories have now received their first vaccination. As a community we need to look at safe socially distanced activities, for example, festival in the summer, all socially distanced. This would also be applicable out in all villages. A package of measures for High Streets in all locations. Open to ideas that can be considered and discussed at future meetings.
- Tim Bingham – licensing for outside space. Is Buckinghamshire Council communicating this to businesses in terms of what is and what isn't allowed/acceptable? Response from Cllr Alex Collingwood – those who already have arrangements in place from September 2020 can continue. Anyone who defaults on this will have their arrangements removed. Promotion to go out to local businesses which will be fed back into the regeneration team.
- Nick Rowcliffe – creating space is what is important locally whether through parking changes or pedestrian schemes. Response from Cllr Alex Collingwood – keen to create space but used occurred where some businesses took over too much space so we need to consider what is best.
- Liz Lorente – the farmers market go to a great deal of effort to make the walkways one way. People need space. Look to widen the pathways/pavements in High Streets and other roads.

9. Regeneration – Cllr Alex Collingwood

- Buckinghamshire Business First Scheme – there are five Community Boards taking part in this pilot scheme which has been led by Cllr David Watson and really pushed by the South West Chiltern Community Board. This scheme will provide places for individuals under the umbrella of “Be Your Own Boss”. (details attached to these notes). The press release was circulated on January 22 and the five boards used social media and other contacts to promote. So far in South West Chilterns, 1 person has taken up the opportunity. Promotion continues via social media, through Buckinghamshire Business First and through Buckinghamshire Council. The information has once again been attached to these notes so please share far and wide. An ask has gone out to all

Town and Parishes to display in their notice boards and share via their own Facebook channels. Looking to promote through local press and radio.

- To allow for further promotion time, the courses in February have been pushed back to July so there are now opportunities for 12 individuals in South West Chilterns area between March and July. Although planned to be virtual, if restrictions allow, this can be reviewed.

10. Actions and next steps

Action	Holder	Timescale
Request information on newt ditch and circulate	Cllr Alex Collingwood	By March meeting
Invite Carl Griffin to attend next working group meeting	Makyla Devlin	With general invite to the next meeting.

11. Any other business

- none

12. Date of next meeting

- Thursday 18 March at 1830 hrs via MS Team

Westhorpe Junction Presentation



A404-A4155
Westhorpe Junction

Trinity Road project



Decorative planter placed at Wethered Road end of Trinity Road, leaving sufficient gap between the planter and kerb/wall for cyclists and pedestrians whilst restricting vehicle traffic. Signage to be installed on planter.



Three bollard posts to be installed north of residential and business access. Bollards used rather than planters to ensure remaining road width is still suitable for cycles. Signage location to be considered, potentially on lighting column.



Install signage to improve integration with existing cycle route through the park.

Existing vehicle access is maintained for all residential and business properties along Trinity Road. Access to Dean Street car park is maintained. Through-traffic will be required to divert via Dean Street and Wethered Road.

Reopening of Our High Streets



Reopening High Streets: Round 1



Princes Risborough Town Council

HWBIDCo

Temporary crossing on Institute Road, Marlow

Marlow Town Council

15 June:

Non-essential shop reopening

Linking with **Town and Parish Councils, HWBIDCo and Aylesbury TCP**

Social distancing posters and pavement graphics – centralised approach

4 July:

Hospitality reopening

Linking with **businesses, TFB and Licencing**

Simplified licencing for outside seating requests and online resources / forms

Ongoing:

Reopening – Recovery – Transformation

Comms campaign: 'shop local' etc

Baseline data collection for recovery planning

[Link to Community Boards – and Sub Groups](#)

Menu to support social distancing:

- Planters / barriers*
- Hand sanitiser stations*
- Refreshed signage and bespoke social media ready graphics*
- Additional measures (highway)*

Note: RHSSF runs to 31 March 2021 . . .

Reopening High Streets: Round 2

Marlow +
smaller 'high streets' +
neighbourhood shopping areas

Lockdown 3

January - February

Preparation for reopening (experience of Lockdown 1 and 2)

Walk Talk Menu discussion based on place

??? Reopening

??? March

'High Street' reopening

Welcome back to your high street / shop local – comms campaign

Ongoing:

Recovery – Transformation

Opportunity to also talk about:

High Street Business Survey to shape next steps

Vibrancy, footfall and dwell: **Covid-safe event potential**

Baseline data collation / **footfall monitoring**

'Virtual' Walk Talk



Planters or barriers (for social distancing)

Q Location and future guardianship?



Hand sanitiser stations (for public areas – not individual shops)

Q Location and 'guardianship'?

Refreshed Signage

Q Directional?



Bespoke social media ready graphics

Q Signs for shop windows?

? Additional measures to support social distancing (highway changes – timing challenge)



Timeline: 'Walk Talks' (Jan/Feb) – central procurement (Feb) – ready for deployment (Mar) subject to Government

Buckinghamshire Business First information.



1. Please Read - Be Your Own Boss Comi



Be Your Own Boss Press release.docx



BYOB leaflet 2021 A5.pdf