

**Meeting Minutes of: West Berkshire Cycle Forum**  
**held on: Wednesday 14<sup>th</sup> October 2020**  
**(via Zoom conference call)**

**Chair:** Cllr Stephen Ardagh-Walter (SAW) – Council Member for Thatcham

**Attendees:** Elaine Cox – WBC Rights Of Way Officer  
 Cheryl Evans (CE) - WBC Traffic & Road Safety Officer  
 Caroline Lane (CL) – SPOKES Chair / WBC Cycling Co-ordinator  
 Cllr Martha Vickers (MV) – Council member for Newbury  
 Robert Hill (RH) - Pangbourne and Whitchurch Sustainability Group  
 Angela McMahon (AMc) – SPOKES / SUSTRANS Ranger  
 Josh Kerry (JK) - WBC Highways Officer (minutes of meeting)  
 Neil Taylor (NT) – Newbury Road Club

**Apologies:** Cllr Andy Moore (AM) – Council Member for Newbury Central  
 Gordon Oliver (GO) – SPOKES Secretary / WBC Policy Officer

	<u>Action</u>
<b>1. Apologies</b>	
<b>2. Welcome, introductions</b>	
<b>3. Notes of previous meeting &amp; matters arising</b>	
SAW reviewed minutes of the last meeting.	
AMc requested update on cycle signage at Calcot. JK has ordered the wayfinding signage and awaiting a date for installation from Volker Highways.	
Follow up discussion ensued on setting up new Off-Road Recreational Routes. JK to search for “case study” guide rather than write new procedure.	<b>JK</b>
<b>4. Cycle Forum Terms of Reference: Vice-Chair Nomination</b>	
SAW proposed to delay this agenda item until all members have had a chance to review the updated terms of reference. To be emailed in advance of next meeting.	<b>DV</b>

## 5. Emergency Active Travel Fund: Covid-19 Response

JK summarised the schemes that have been installed as part of EATF Phase One. Station Road, Argyle Road, Wharf Street, Lower Way all completed. Some remedial works to the orcas on the A4 undertaken since last meeting at the request of residents. MV asked when the schemes were to be reviewed and what the process was for making them permanent (especially Station Road, which has generally been popular). Stage 3 Road Safety Audits have been ordered so this will provide initial assessment. DfT have provided Monitoring & Evaluation advice and JK to review and provide timetable / actions.

JK recapped the schemes that were included in the WBC bid for Emergency Active Travel Fund Tranche 2. Still no news from DfT regarding the outcome of the application (same goes for other LAs).

## 6. Local Cycling & Walking Infrastructure Plan (LCWIP)

JK gave an update on the LCWIP and shared screen to show forum members the proposed cycle corridors for audit. WSP have been auditing potential routes for cycling and walking and the results will be available end of October. The LCWIP report is to be drafted end of November, then reviewed and approved by the Transport Advisory Group (TAG) in January 2021.

RH / SAW – appears to be very Newbury / Thatcham centric but JK explained that the east of the district has already had an LCWIP produced in collaboration with Reading BC and Wokingham BC to cover the areas of West Berks in on the urban fringe of Reading and commuter zones and routes outside.

**JK**

## 7. CRT Towpath Campaign - #StayKindSlowDown

CRT have initiated a new campaign to encourage better behaviour from cyclists using the towpath and reduce conflict between users. Link <https://canalrivertrust.org.uk/news-and-views/our-campaigns/stay-kind-slow-down> . New signs to be installed on the resurfaced section of the NCN4 on the towpath between Victoria Park and Hambridge Road in Newbury.

Maintenance of the towpath is a recurring issue. Of late the river section in Newbury opposite Hogshead pub (now Slug & Lettuce) has had holes open up in the block paving. EC to follow up with CRT.

**EC**

JK gave update on the Colthrop to Brimpton section which has been resurfaced using partnership funding. Completed 10<sup>th</sup> October 2020.

## 8. Asset Management & Active Travel

JK putting together a list of locations where overgrowth is obstructing cycle routes so that they receive more frequent maintenance. Requests for forum members to report any defects or overgrowth that causes issues on cycle routes. The council webpage is the best place to report a problem:

[http://www.westberks.gov.uk/servicerequests/describe\\_case.aspx?lev=0](http://www.westberks.gov.uk/servicerequests/describe_case.aspx?lev=0)

West Berks Council has put forward a motion to have increased resources available for better maintenance of its active travel cycling and walking routes. More frequent inspection regimes for established routes. For example the orcas in Thatcham have been the subject of complaints that the roadsweeping has not been up to standard since their installation.

## 9. AOB

The current provision for adult cycle training was discussed and CL explained that training is provided but take up is not great. Newbury Velo offer rides for beginners but there have been questions raised regarding insurance for volunteers. Training can be provided by British Cycling and JK to send details to NT.

JK

RH asked about what can be done to encourage use of electric bicycle use and suggested that more secure cycle parking in the town centre might help. JK to send updated drawing of the cycle hub at Newbury railway station (currently under construction) and provide update next meeting.

JK /  
DV

Pop-up cycle hub / festival was explored prior to lockdown and venues in Newbury were investigated such as Kennet Centre, Market St and empty shops. SPOKES Ed Cooper was leading on the proposal and a meeting set up with stakeholders such as Newbury Velo, Newbury Road Club, WBC and Greenham Trust. RH gave the example of Stockton on Tees <https://thehubstockton.wordpress.com/> as a template which has proven to work well.

JK gave dates for “Be Bright” and “Close Pass” initiatives by TVP. To be held on 3<sup>rd</sup> and 4<sup>th</sup> November 2020 respectively. JK to investigate regulations to see if Keep your distance 1.5m signs can be used in UK.

Next Meeting:

### Wednesday 6<sup>th</sup> January 2020

- Time: 17:30 – 19:00
- Venue: (Zoom link to follow)

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**Action**