

## TEMPORARY ROAD CLOSURE ORDER – REQUEST FORM

PLEASE NOTE: This form must be completed and submitted at least **4 weeks** prior to the event taking place in order to allow the Council sufficient time to consult with interested parties and to prepare the formal Road Closure Order. If sufficient notice is not given then the Council will be unable to process your application.

Name of person/organiser:

Paul Atkins. Consultant -- Project Manager

Name of organisation (if applicable):

Cannock Chase District Council

Contact address (including postcode):

Civic Offices  
Beecroft Road  
Cannock  
Staffs  
WS11 1BG

Daytime telephone number(s):

(07595) 636744

E-mail address (if any):

[paulatkins@cannockchasedc.gov.uk](mailto:paulatkins@cannockchasedc.gov.uk)

Name of road(s) to be closed:

Church Street, Cannock  
Park Road, Cannock  
  
(See attached maps)

Date and time of road closure:

**Saturday July 23<sup>rd</sup> 2022**

From: **4:45pm to 5:15pm**

Church Street and Park Road Cannock shall only be closed for the duration of the Queen's Baton Relay on each of the roads. Suspension of on-street parking on Church Street and High Green are subject of a separate TTRO with Staffordshire County Council Highways.

**NOTE:** the timings of the QBR are approximate and on the day of the event the Baton may arrive in Hednesford anytime in the window **4:15pm to 6:45pm**

When the Baton arrives Church Street will be closed for a maximum duration of five minutes as the convoy proceeds down Church Street

Park Road will be closed for a maximum duration of five minutes whilst the convoy in Baton Bearer mode completes the stage.



Purpose of road closure:

(e.g. street party, procession, royal celebration, etc.)

Procession and Royal Celebration.

If you intend to close only a section of the road(s), where will the closure begin and end?

Park Road will be closed from the junction with High Green to the junction with Stafford Road

#	Type	StartTime	Address	Coordinates	Length of Slot/Route	Distance where begins current Slot/Turn	Total Distance Travelled	Description	Ip
	Directions			Lat:52.6895336 Lng:-2.0285307	0.15	0	156.76	Head southwest on Church St toward Market Pl (0.1 km)	
	Directions			Lat:52.688651 Lng:-2.0300762	0.03	0.15	156.91	Turn right onto Market Pl (33 m)	
048	Slot	16:59	9 Church St, Cannock WS11 1DE, UK	Lat:52.68953 Lng:-2.02853	0.17	0	156.93		
	Directions			Lat:52.6886921 Lng:-2.0305476	0.03	0.18	156.94	Head northwest on Market Pl (31 m)	
	Directions			Lat:52.688833 Lng:-2.0309251	0.04	0.21	156.97	Turn right to stay on Market Pl (41 m)	
	Directions			Lat:52.689129 Lng:-2.0311402	0.09	0.25	157.01	Continue onto Wolverhampton Rd (89 m)	
	Directions			Lat:52.6895642 Lng:-2.0322467	0.07	0.34	157.1	Continue onto High Grn (67 m)	
049	Slot	17:01	17 Market Pl, Cannock WS11 1BS, UK	Lat:52.688670581817 Lng:-2.0304658545395	0.17	0.17	157.1		
	Directions			Lat:52.6899212 Lng:-2.0330435	0.07	0.41	157.17	Head northwest on High Grn toward Manor Ave (74 m)	
	Directions			Lat:52.6902995 Lng:-2.0339528	0.20	0.48	157.24	At the roundabout, take the 1st exit onto Park Rd/B5012 (0.2 km)	
050	Slot	17:03	Shop 9, Newhall Shopping Arcade, High Grn, Cannock WS11 1BN, UK	Lat:52.689614136086 Lng:-2.0322504264403	0.17	0.34	157.27		
051	Slot	17:06	11 Park Rd, Cannock WS11 1JN, UK	Lat:52.690577950487 Lng:-2.0338323997	0.17	0.51	157.44		

Please give details of those properties affected. This means any property, residential or commercial, which is located on or accessed only by the road(s) you wish to close (e.g. Nos. 1-10 and Nos. 25-35 High Street)

All of the properties in the area highlighted in yellow on the map below will be contacted with a standard letter (appended to this Road Closure Notice). This includes all residences and all Commercial Premises on Church Street, Market Place, High Green and Park Road. A list of properties, residences and commercial is provided with this Road Closure notice. This letter will be printed and delivered by hand to all addresses w/c June 27<sup>th</sup> 2022



Are any of the roads to be closed used by through traffic? NO

(If yes, you will need to provide a suggested alternative route(s) for traffic in the box below)

Traffic Management Plans for the temporary closure of all necessary roads are provided along with this Road Closure Notice at Annex A.

Does the road(s) to be closed form part of a bus route? NO

(If yes, you will need to consult with the local bus company)

Have you already consulted with, and obtained the approval of, Staffordshire County Council, Staffordshire Police and the residents/businesses affected by the road closure? (Please note it will save time if you have obtained the agreement of these prior to submitting this application).

YES

If “yes”, when did you undertake the consultation?

**Staffordshire County Council Highways:** On-going consultation from February 2022 through to date. Specific meetings to discuss details were held on Monday 6<sup>th</sup> June 2022, Wednesday May 18<sup>th</sup> 2022 and Monday 25<sup>th</sup> April 2022

**Staffordshire Police and West Midlands Police.** West Midlands Police actively engaged as responsible force for the Baton Protection Team. Staffordshire Police engaged at Bronze, Silver and Local Level (Rugeley Police Station). The Route in Rugeley has been walked and assessed by Staffordshire Police, West Midlands Police and Counter Terrorism Units.

**Public Consultation.** Route announcement timings and road closure intentions published on Cannock Chase DC Social Media Sites (May – June 2022). Engagement and meetings with Rugeley Town Council, Hednesford Town Council and Cannock Town Partnership (May – June 2022). Additional letter drop to **ALL** residents and businesses to commence w/c June 27<sup>th</sup> 2022

Did anyone who you consulted raise any objections to the proposed road closure?

NO

(If “yes”, please give details of the nature of the objection(s) below and state whether they have been resolved)

**Fees:**

There may be a fee payable and further details will be provided upon request. Please contact the Council directly for more information.

**Please sign and date the form here:**

  
June 21<sup>st</sup> 2022

Once you have completed this form please e-mail it to: [legalservices@staffordbc.gov.uk](mailto:legalservices@staffordbc.gov.uk) or post it to:-

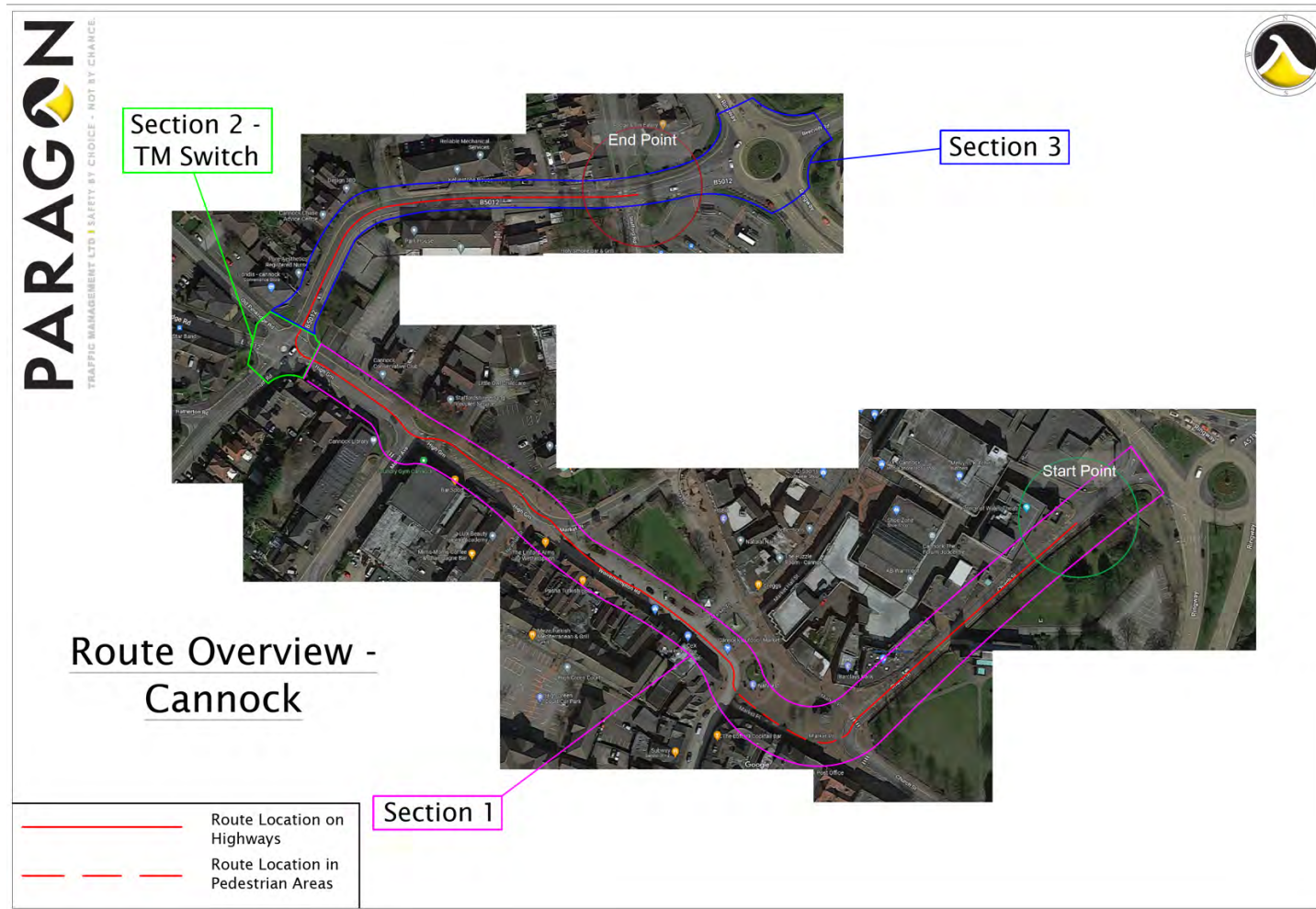
**Stafford Borough Council**

**Law and Administration  
Civic Centre  
Riverside  
Stafford  
ST16 3AQ**

If you have any queries regarding your application please telephone Stafford Borough Council's Legal Section on 01785 619233 or you can use the above e-mail address. Please note that under a shared services agreement Stafford Borough Council (SBC) deals with requests for road closures for the Cannock Chase District on behalf of Cannock Chase District Council (CCDC).

**Please note: You or the organiser of the event will be required to place a copy of the Order at each end of the road(s), or section of road(s), to be closed, by affixing the Order in a prominent position (such as lamppost, road sign, pillar, etc.).** This is very important as the general public need to be made aware of the road closure, even though they may not be directly affected by it.

## Annex A. Traffic Management Plans



**PARAGON**  
TRAFFIC MANAGEMENT LTD | SAFETY BY CHOICE - NOT BY CHANCE

Paragon Traffic Management Ltd  
 Nationwide Services Include:  
 • Traffic Management  
 • Pedestrian Management  
 • Symology E-Ton Noticing  
 • Local Authority Booking  
 • Barrier Hire  
 • Event Management  
 • 24/7 Call Out Services  
 T: 0800 6980267  
 W: www.paragontm.com

Client:

Drawing No: DM00017    Approved By: DM

Speed Of Carriageway:  
**30mph (Single Carriageway)**

Site Measurements:  
 (T) Taper Length: N/A  
 (L) Longways Clearance: 0.5m  
 (S) Sideways Safety Zone: 0.5m  
 (D) Minimum & Normal Maximum siting distance of first sign in advance of lead-in taper (metres): 20m - 45m

Traffic Management Scheme:  
 Event Management - Road Closures

Bill Of Quantities For Signs:  
 QTY: 8  
 QTY: 4

Route Location on Highways  
 Route Location in Pedestrian Areas

General Key:  
 Sign Face  
 Traffic Signal Head    ●●●● Traffic Cones

QTY: 4

## Section 1

Site Address

Road Name: Church Street  
 City/ Town: Cannock  
 County:  
 Postcode: WS11 1DE  
 Site ID: Section 1  
 Date: 16.06.22    Issue: 1

No Parking Cones To Be Installed Morning of Event

Longways safety zone to be installed on site with a panel of barrier or a 7105 block board

Accreditation







**PARAGON**





TRAFFIC MANAGEMENT LTD | SAFETY BY CHOICE - NOT BY CHANCE.

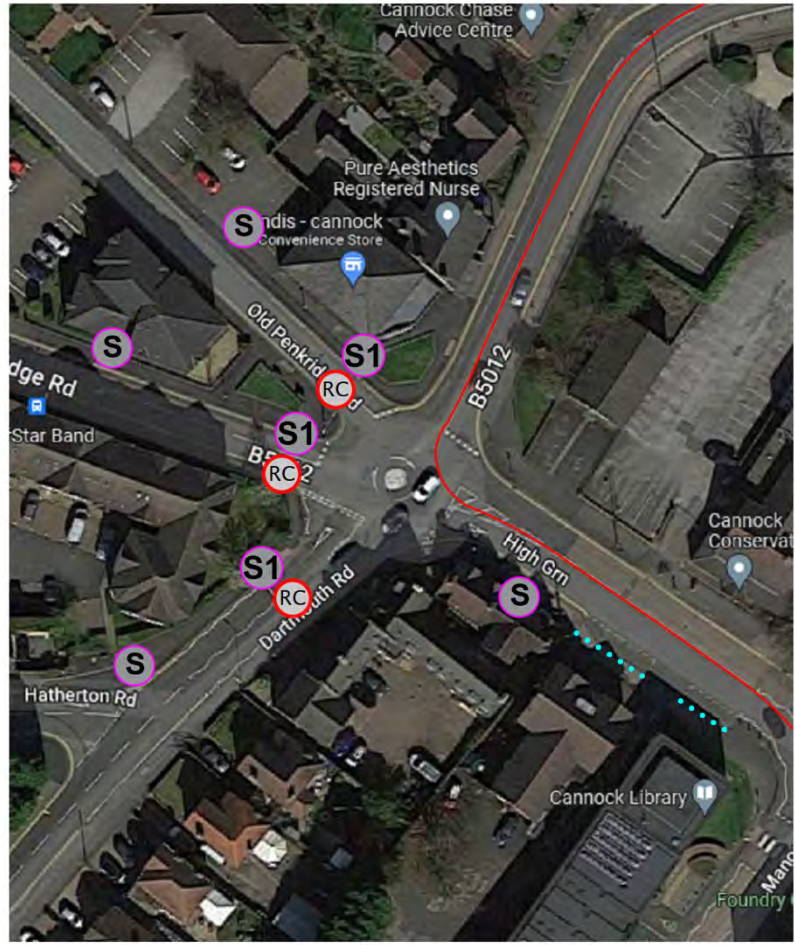
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 • Symology E-Ton Noticing  
 • Local Authority Booking  
 • Barrier Hire  
 • Event Management  
 • 24/7 Call Out Services  
 T: 0800 6980267  
 W: www.paragontm.com

**Client**








Drawing No: DM00016	Approved By: DM
Speed Of Carriageway: <b>30mph (Single Carriageway)</b>	
Site Measurements:	
(T) Taper Length:	N/A
(L) Longways Clearance:	0.5m
(S) Sideways Safety Zone:	0.5m
(D) Minimum & Normal Maximum siting distance of first sign in advance of lead-in taper (metres)	20m - 45m
Traffic Management Scheme: Event Management - Road Closures	
Bill Of Quantities For Signs:	
 ROAD CLOSED	QTY: 3
General Key:	
	Sign Face
	Traffic Signal Head
	Traffic Cones

Site Address	
Road Name:	High Green/Park Road
City/ Town:	Hednesford
County:	
Postcode:	WS11 0NX
Site ID:	Section 2 - SWITCH
Date:	16.06.22
Issue:	1
 No Parking Cones To Be Installed Morning of Event	
 Longways safety zone to be installed on site with a panel of barrier or a 7105 block board	
Accreditation	
 	



	 TEMPORARY OBSTRUCTION 15 MINUTES DELAY	QTY: 3
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	 ROAD AHEAD CLOSED PLEASE FIND ALTERNATIVE ROUTE	QTY: 4
 Route Location on Highways  Route Location in Pedestrian Areas		

## Section 2 - TM Switch

**PARAGON**

TRAFFIC MANAGEMENT LTD | SAFETY BY CHOICE - NOT BY CHANCE



**Paragon Traffic Management Ltd**  
**Nationwide Services Include:**  
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 • Pedestrian Management  
 • Symology E-Ton Noticing  
 • Local Authority Booking  
 • Barrier Hire  
 • Event Management  
 • 24/7 Call Out Services  
 T: 0800 6980267  
 W: www.paragontm.com

Client




Site Address

Road Name:	Park Road
City/ Town:	Cannock
County:	
Postcode:	WS11 1NZ
Site ID:	Section 1
Date:	16.06.22
Issue:	1

 No Parking Cones To Be Installed Morning of Event  
 Longways safety zone to be installed on site with a panel of barrier or a 7105 block board

Accreditation



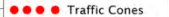



Drawing No:	DM00017	Approved By:	DM
Speed Of Carriageway:	30mph (Single Carriageway)		
Site Measurements:			
(T) Taper Length:	N/A		
(L) Longways Clearance:	0.5m		
(S) Sideways Safety Zone:	0.5m		
(D) Minimum & Normal Maximum siting distance of first sign in advance of lead-in taper (metres)	20m - 45m		
Traffic Management Scheme:	Event Management - Road Closures		
Bill Of Quantities For Signs:			
 ROAD CLOSED	QTY: 6		
 ROAD AHEAD CLOSED	QTY: 2		

Route Location on Highways

Route Location in Pedestrian Areas

General Key:

Sign Face	
Traffic Signal Head	
	 Traffic Cones




Section 3

	ROAD AHEAD CLOSED PLEASE FIND ALTERNATIVE ROUTE	QTY: 3
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**Annex B.**

Consultation letter to all businesses, residences and households

(Appended: QBR-Cannock-Letter-DRAFT-01.docx)

**Annex C.**

(Appended: Cannock-QBR-Premises.xlsx)