MINUTES

Meeting: Warminster LHFIG

(Local Highway Footway Improvement Group)

Place: Virtual meeting via Microsoft Teams

Date: Wednesday 1st May 2024

Time: 10:00

Please direct any enquiries to Sarah Dearden (Senior Traffic Engineer), via email <u>sarah.dearden@wiltshire.gov.uk</u>

	Item	Update	Actions and recommendations	Who
	Date of meeting: 1 st May 2024			
Α.	Attendees and apologies			
		Bill Parks (Chair/WC), Sarah Dearden (WC) Alan Russell (SVPC), Phil Holihead (ChapPC), Vanessa Sturmey (HeyPC), Malcolm Pryor USPC), Lee Haine (WC) Sarah Jefferies (HorPC), Simon Wager (MBPC), Anthony Potter (BishPC), David Ball (CorPC), Kate Plaistow (LDPC), Jane Bell (ChitPC), John Phillips (CorPC), Len Turner (WC), Tony Jackson (WC) (late), Tom Dommett (WTC) (late), Jill Adams (BoyPC), Sarah Dorrington (CodPC) Jamie Fagon (UDPC) Andrew Cooper (WTC)		
В.	Notes of last meeting			
		The notes of the last meeting held on 24 th January 2024 were accepted as a true record.	Noted and agreed.	



C.	Financial Position			
		Refer to finance sheet for details:Financial Position as of April 2023: Budget for 23/24 = £30,452.00 Plus remaining 22/23 budget of £9147.30 Total Budget Available £39,600.30 - agreed contributions - Total remaining budget (subject to Area Board approval) = £0	Assumed budget for 2024/25 £30,452 . - Agreed contributions/amendments(s ubject to Ab approval) = remaining budget £18,489.75	
D.	Schemes List – LIVE ACTIVE SCHEMES			
1)	<u>17-21-16</u> Sutton Veny - SIDs	UPDATE: Results of metrocounts = 2x sites NFA, 2x sites meet criteria for SID/CSW, 1x Site for Police enforcement. Cost up NAL socket/posts for 2 x SID sites (SD) Refer Police Enforcement site to Wiltshire Police (community safety Partnership)(SVPC) Cost estimate for 2x sid posts £1,150 PC 25% contribution £287.50 LHFIG contribution 75% £862.50 All contributions agreed – to be ordered Denise to meet/liaise with PC on locations. Locations agreed – order can be placed Works ordered placed awaiting works start.	Discussion and actions 1 site complete, 2 nd site to be installed near future, location problem with underground cable needed further investigation. Can be invoiced and removed when complete. Send AR SID training details.	SD

2)	17-22-2	Pequest for SID cockets at sites that mot criteria	Discussion and actions	
2)	Corsley A362 SID posts	Request for SID sockets at sites that met criteria Update: Metrocount results show 1x site meets criteria for SID/CSW 1x site NFA Cost estimate for 1x sid posts £876 PC 25% contribution £219 LHFIG contribution 75% £657 All contributions agreed – to be ordered Denise to meet/liaise with PC on locations. Locations agreed – order can be placed Works ordered placed awaiting works start.	Socket to be relocated, can be invoiced and removed once complete	SD
3)	<u>17-22-5</u> Upper Deverills Signing Improvements	General traffic problems, speed, volume of traffic etc Update : Site visit undertaken during August 2022. Draft signing and road marking proposal subsequently submitted to UDPC for review. I have had confirmation from Jamie Fagan that these will be reviewed at the October PC meeting and report back at the next meeting in Jan 23 Action for UDPC to send SD details of final designs. PC agreed plans, needs to be re-costed with Milestone rates.(SD) Final revised plans agreed upon, cost estimate £3,300 PC 25% contribution £825 (TBC Julys PC meeting)-update SD LHFIG 75% contribution £2475 (agreed) Works ordered placed awaiting works start.	Sign to be relocated can be invoiced	SD
4)	17-20-16 (original request No.) Warminster Factory Lane HGV movements	 Factory Lane/West Street, Warminster – HGV traffic causing damage to property originally raised at CATG via reference 17-20-16 in 2020, Works ordered: Signing complete, DYL extension on WRR list, Lining outstanding. New issue with other side of road, site visit required TJ to arrange. TJ to arrange to meet highway engineer to discuss options. SD/TJ had site meeting to discuss more drastic solutions – SD to investigate for next meeting. 	Discussion and actions Design and costs attached to agenda. Total cost for scheme £7000, LHFIG 75% contribution £5250 (Agreed), WTC 25% £1750 (TBC), once WTC confirmed order can be raised.	TD/WTC SD

5)	17-22-9 A350 Longbridge Deverill - pedestrian safety	Arrange site visit with WC engineer to discuss proposals. Plans issued to PC, New cost estimate £1,710 PC 25% contribution £428 LHFIG 75% Contribution £1283 All agreed - Can be ordered. SD/KP to talk ref: SLOW markings Order to be placed. Works ordered placed awaiting works start. (SD reminder to get lone pole removed).	Discussion and actions Works complete can be invoiced and removed.	SD
6)	Waiting restriction review 23/24 Batch 001	 TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost. *17-22-12 Warm Victoria Rd/Grovelands Way DYL *17-22-13 Warm Upper Marsh Rd/Weymouth St DYL *17-22-14 Warm King St/Brook St DYL *17-22-15 Warm Portway Lane/Holly Bush Rd DYL *17-22-16 Warm Sambourne Road DYL *17-22-18 Warm Boreham Rd Disabled bays *17-22-19 Warm The Maltings/Pound St DYL *17-22-20 Warm Victoria Rd DYL *17-22-27 Warm Alcock Crescent 11-16 DYL *Warm Beech Grove DYL *Factory Lane extension DYL Legal work completed with TRO for advert. 	Discussion and actions 9 Objections received; report required for Cabinet Member consideration. Members asked about DYL being removed on the North Side of Victoria Rd at same time of new DYL being laid on South Side, this wasn't requested when the issue came to LHFIG so was not advertised and would require its own TRO. SD to investigate this site further.	SD
7)	17-22-22 Warminster Ash Walk Lane-HGV Issues	HGV issues going down Ash Walk and getting stuck trying to get to Manor Gardens from B3414 Church Street. LHFIG agree contribution of £600 Site to be looked at when officer time allows. Initial site visit undertaken, plan and cost required. WTC agreed 25% £115 LHFIG agree 75% £345 – order to be placed Works ordered placed awaiting works start.	Discussion and actions Site marked out, signs to go up in May. Can be invoiced and removed when complete.	SD

8)	17-22-23 Boyton/Sherrington- HGV Issues	Large vehicles knocking bollards wall and verge. Wants HGVs banned (cannot do as no other access for them) Suggest Road markings/signing looked at. JA/SD to arrange site meeting to discuss issue. SD/JA site meeting February to look at location and investigate.		BoyPC/JA SD
9)	17-23-2 Horningsham Street nameplates	No street nameplates in West Common, Anchor Barton, Hitcombe Bottom, Gentle Street, Rowe's Hill, White Street. Request for new signs. PC confirm approval has been sought. LHFIG agree contribution of £1500 (75%) and HPC £500 (25%) ACTION with PC to let SD know location of signs. SD to look at when officer time allows Unsure of latest SJ to update DN to site new signs. Location plan received and agreed by DN-SD to discuss with PC about ordering. SD to conform information with SJ then works order to be placed and final cost estimate confirmed.	Discussion and actions Confirmation by Parish Council received, order placed. To be marked out when required.	SD
10)	17-22-7 Warminster High Street – Blocked access/Bollards	People parking on DYL and KEEP CLEAR road markings, causing access problems. Bollards requested. Cost of scheme £1500 WTC agreed 25% £375 LHFIG agreed 75% £1125 Order to be placed Works ordered placed awaiting works start.	Discussion and actions Works ordered, put on hold due to demolition works at No.3 High Street. Update SD when works complete	wтс

		Crossing point by bus shelter dangerous place to cross, narrow footway, high speeds. Request for pedestrian crossing. SD advises unlikely to meet criteria for formal crossing, other improvements to be looked at, narrow footways/gateways etc Total cost of scheme £1500 CPC agreed 25% £375 LHFIG agreed 75% £1125 Works ordered placed awaiting works start.	Discussion and actions Works ordered and marked out, works to be done during May/June, can be invoiced and removed when complete.	SD
	טוצ	New Sid post meets guidance at Southern end of village, request for new post/location. Total cost £350 BPC agree 25% £87.50 LHFIG agree 75% £262.50 Works ordered placed awaiting works start.	Discussion and actions Complete can be invoiced and removed.	SD
13)	Road markings and village gates	Request for SLOW marking approaching Parsonage Farm in attempt to slow vehicles down as poor visibility out of junction. Request for SLOW marking as you enter Heytesbury from Cotley Hill R/A due to concerns of speeding and village gates to highlight speed limit terminal point. Site meeting required to confirm design – Total cost of scheme £5470, HPC 25% £1367-agreed LHFIG 75% £4103-agreed. Proceed to works pack	PC decided on Option 2 and 4, Total cost of scheme £3195, LHFIG 75% £2396.25 (agreed), PC 25%	SD
		Request for lining in improve visibility from lane leading out of sports hall/village hall Plan and cost for next meeting Plans to be sent to PC– Total cost of scheme £1420, HPC 25% £355-agreed LHFIG 75% £1065-agreed. Proceed to works pack	Discussion and actions Works ordered – on Lining programme to be installed. Can be invoiced and removed when complete.	SD

15)	17-23-35 17-Maiden Bradley- Traffic Calming removal/new village gateways/SID post	Improvements required into traffic calming buildout (Mere end) due to numerous RTC's causing damage. Parish Council propose to have buildout removed due to numerous and more recent RTCs, New SID location to be investigated and possible enhancements to the speed limit terminal. SD to investigate. Group agreed to commit £5000 towards scheme for new gateway/SIDs etc. Removal of TC to be funded by WC. PC to send SD metrocount results for proposed new SID site. Martin Rose to lead on works. Liaise with BP/PC.	Discussion and actions BP/PC/MR discussed what is required – removal of existing traffic calming due to RTC's, (to be paid for my WC) new gateways works to be designed and costs to LHFIG 75%/PC 25% split. MR leading works.	MR/BP/PC
	17-23-22 Upton Scudamore Dropped kerbs	No dropped kerbs available at Biss Close makes accessibility for wheelchair/mobility scooters/pushchairs difficult. LHFIG agreed to add to schemes list. SD to meet PC- Cost estimate of dropped kerbs £2500 USPC 25% contribution £625 agreed and LHFIG 75% contribution £1874 agreed. To be progressed.	Discussion and actions Works ordered.	
	17-23-18 Longbridge Deverill B3095 Hill Deverill	Speed limit is 30mph, CSW recorded excess speeds recently. Signing and carriageway roundels faded (to be reported via mywiltshireapp as maintenance issue). Request for additional carriageway roundels and look at repeater signs. – LHFIG agreed to add to schemes list to be looked at when officer time allows. To be priority for 24/25. SD to have costs and plan for next meeting.	Discussion and actions 2 options given to Parish Council, Option 1 £6826, LHFIG £5119.50/PC £1706.50 Option 2 £1650, LHFIG £1238 (agreed in principle) PC £412 (TBC)	KP/LDPC
18)	17-23-29 Chitterne B390 Improvements	Point C request for horse/Pedestrian sign to be investigated. LHFIG agreed to add Ped/Horse signs to schemes list to be looked at when officer time allows. Group agreed to commit £600 towards signing. SD/ChitPC to meet on site when time allows.	Discussion and actions Site visit undertaken, plan and costs required by next meeting.	SD

19)	17-23-31 B3095 Brixton Deverill 20mph assessment	PC request a 20mph speed limit assessment. SD to Liaise with PC for area to be considered- Cost estimate of Assessment £2900 UDPC 25% contribution £725 agreed and LHFIG 75% contribution £2175 agreed. To be progressed	Discussion and actions Assessment ongoing, surveys ordered. Results to be presented at next meeting.	SD
20)	17-23-32 Bishopstrow Main St Bus stop markings	Request for bus stop markings along Main Street, users have to step into road to flag down bus due to parking. Cost estimate of Bus Stop markings £1270 BPC 25% contribution £312 and LHFIG 75% contribution £958 agreed. To be progressed.	Works ordered. PC want to put on hold due to unhappy residents. SD to send Bus stop markings to PC.	SD AP/BispPC
	17-23-33 Longbridge Church turning area-No through Road sign	No through road sign requested to deter people driving in, having to turn around and cause damage to walls. Cost estimate of sign £250 LDPC 25% contribution £62.50 and LHFIG 75% contribution £187.50 agreed. To be progressed.	Discussion and actions Works ordered. Can be invoiced and removed when complete.	SD
E.	Schemes list – LIVE - NO CURF	RENT ACTION		1

1)	Warminster Waiting restriction review batch 002 (min 8 sites required)	17-23-13 Warminster Pampas Road WR 17-23-27 Warminster Emwell Street Waiting restrictions	Discussion and actions CUT OFF DATE FOR NEW SITES 1 st SEPTEMBER 2024.	
2)	17-23-20 Corsley A362 speed limit assessment	Speed limit assessment requested on A362 from Picket Post R/A to White Hart at Lanes end. Currently 5 different speed limits along length. Requests 40mph along whole length. LHFIG agreed to add to schemes list to be looked at, SD to investigate. With Cabinet Member for discussion Investigations by WC into Speed Limit from Picket Post to Lanes End – Exploring options in co-ordination with consultants.		SD
3)	17-23-24 Horningsham RoW works	£3274 LHFIG agreed to add to schemes list-	Discussion and actions With Paul Millard RoW	РМ
4)	17-23-30 Warminster Area RoW works	. £3000 required. LHFIG agreed to contribution and added to list With RoW Paul Millard for progression-keep SD updated.	Discussion and actions With Paul Millard RoW	РМ
5)	17-22-24 Bishopstrow Main Street-Parking issues	Residents parking on both sides of road leaving narrow gaps for people to squeeze through, drivers sometimes mounting pavements. No easy solution – PC to discuss option to install bollards along one side, similar to whats already there further down road, this will remove parking from that side of the road as c/way not wide enough for double parking and traffic to flow. Plan to be sent to PC for consultation with residents.	Discussion and actions Total cost for scheme £1500. LHFIG 75% £1125, PC 25% £375, Can be ordered.	SD
-	Scheme's list – WATCHING B			

1)	17-23-19 Upton Scudamore HGV issues	schemes list to be looked at when officer time allows . SD to meet PC to investigate issue and possible solutions.	Discussion and actions Design and costs provided to Parish Council, PC decided to delay until next year due to finances.	
2)	17-23-21 Corsley Signing	signs installed at 5 different lanes. LHFIG agreed to add to schemes list to be looked at when officer time allows . Group agreed to commit £1500 towards signing.	Discussion and actions Works passed to Mark Stansbys team to be looked at and produce proposals	
3)	17-23-25 Warminster West Street/Vicarage Street speeding	showing speed limit (SID) LHFIG agreed to add to schemes list to be looked at when officer time allows. WTC considering town centre 20mph speed limit. WTC to discuss how they want to proceed, what areas need assessing and send plan to SD for investigation.	WTC/Members to agree extents of 20mph survey and advise SD. Simple plan and highlighted areas suffice. Cost of 20mph £3100. LHFIG 75%	WTC/TD WTC/TD
4)	117-23-34 Wallinsler Sampourie	road. Location incorrect should be Fore Street, 1 end has sign	Discussion and actions To be looked at before next meeting. SD to meet TJ on site.	SD/TJ

G.	New Issues			
1)	17-24-01 A350 Longbridge Deverill Village Gates	The speed limit reduces from NSL to 40mph into the village, PC looking at ideas of highlighting the speed limit to help reduce current speeds. Village gates were suggested.	Discussion and actions Group agreed to add to agenda. Total cost of scheme £3600, LHFIG 75% £2700, LDPC 25% £900 (TBC)	
2)	17-24-02 A350 Longbridge Deverill roundels	Speeding an issue through the village, suggested red HFS surfacing to highlight roundels/Speed Limit.	Discussion and actions Group agreed to add to agenda. To be looked at before next meeting.	SD
3)	17-24-03 Horningsham Speed limit	Look at extending the current 30mph further out the village. Look at repeater signs throughout village.		SD
4)	17-24-04 Warminster Smallbrook Road Toads	Road closure requested for toads during 14 th Feb-13 th March each year. WTC to fully fund scheme costs (est.£5000)	Group agreed to add to agenda.	MS
5)	17-24-05 Warminster The Close loading bays	Existing parking bays usually full so difficult for people to drop off to the food bank which only takes a few minutes. Cost to be considered.	Discussion and actions Group agreed not to add to agenda. WTC to go back to report issuer and update.	SD
6)	17-24-06 Warminster Smallbrook Lane speeding issues	Smallbrook lane used by many walkers/cyclist/riders/children etc, vehicles drive too fast, little room for vehicle and pedestrians. Requests quiet lane status and reduce the speed limit.	Discussion and actions Group agreed not to add to agenda. WTC to go back to report issuer and update.	SD
7)	17-24-07 Warminster Foreminster Court Signing	Request for additional street nameplate. WTC agreed to send to LHFIG but at the request that residents pay for the sign themselves.	Discussion and actions Group agreed not to add to agenda.SD to double check road names.	SD

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F.	AOB	
1)		REMINDER – New issue forms to be sent to the LHFIG email
		address <u>Ihfigrequests@wiltshire.gov.uk</u>
		Town and Parish Councils must have discussed and agreed to
		progress the issue reported, before the form is sent in, blank
		forms with no recorded support from Town/Parish will not be
		progressed. Please also make sure the contacts box is filled
		in with Town/Parish contact name or it will not be
		progressed.
2)		David Ball asked why all narrow lanes can't be 30mph, a lot of
		Lanes around Corsley are NSL.
		The overall speed limit framework, including the setting of national
		limits for different road types, and which exceptions to these
		general limits can be applied, is the responsibility of the
		government. The 3 national speed limits in England are:
		 the 30mph speed limit on roads with street lighting
		(sometimes referred to as restricted roads)
		 the national speed limit of 60mph on single carriageway
		roads
		the national speed limit of 70mph on dual carriageways
		and motorways
		Speed limits should, therefore, be evidence-led and self-
		explaining, and seek to reinforce people's assessment of what is
		a safe speed to travel and encourage self-compliance. They
		should be seen by drivers as the maximum speed rather than as a
		target speed at which to drive irrespective of conditions. It is often
		not appropriate or safe to drive at the maximum speed limit.
		Most sensible/rational drivers know and expect that if driving
		down narrow lanes they will come into conflict with, vehicles in the
		middle of the road, pedestrians and horses/animals in the road
		and drive accordingly to their surroundings.

	RIORITY SCHEMES LISTED BELOW (SCHEMES HIGHLIGHTED IN YELLOW REQUIRE FUNDING APPROVAL FROM THE AREA BOARD): 17-22-2 A362 Corsley SID sockets - £876 (LHFIG - £657, Corsley PC - £219)
	17-22- WR Review Batch 001 for Warminster LHFIG area - £7,000 (£1,750 contribution distribution TBC)
	17-22-22 Warminster Ash Walk Lane HGV Sign - £600 (LHFIG £450, WTC £150)
4.	17-22-2 Horningsham Nameplates - £2000 (LHFIG £1500, HPC £500)
5.	17-21-16 Sutton Veny SID posts - £1,150 (LHFIG £862.50, SVPC £287.50)
6.	17-22-5 Upper Deverills signing improvements - £3,300 (LHFIG £2475, UDPC £825)
7.	17-23-12 Warminster WRR Batch 002 £7,000 (LHFIG £5250, WTC £1750)
8.	17-22-7 Warminster High Street Bollards and Lining £1500 (LHFIG £1125, WTC £375)
9.	17-23-5 Corsley A362 pedestrian improvements £1500 (LHFIG £1125, CPC £375)
10	. 17-23-24 Horningsham RoW works £3274
	. 17-23-30 Warminster wide RoW works £3000
<mark>12</mark>	. 17-23-14/15 Heytesbury Gateways £5470 (LHFIG £4103, HPC £1367) AMENDED £3195 (LHFIG £2396.25,HPC £798.75)
13	. 17-23-17 Chapmanslade Village Hall lining £1420 (LHFIG £1065, CPC £355)
14	. 17-23-35 Maiden Bradley gateways/SID post/TC removal LHFIG £5000 PC TBA
15	. 17-23-32 Bishopstrow bus stop markings £1270 (LHFIG £958, BPC £312)
16	5. 17-23-29 Chitterne Horse/Ped signing LHFIG £600 PC TBA
17	. 17-23-22 Corsley Signing LHFIG £1500 PC TBA
18	. 17-23-22 Upton Scudamore Dropped kerbs £2500 (LHFIG £1874, USPC £625)
19	. 17-23-31 B3095 Brixton Deverill 20mph assessment £2900 (LHFIG 2175, UDPC £725)
20	. 17-23-33 Longbridge Church NTR sign £250 (LHFIG £187.50, LDPC £62.50
	. 17-20-16 Warminster Factory Lane HGV issues £7000 (LHFIG £5250, WTC £1750)
	. 17-22-23 Boyton Bollards £1375 (LHFIG £1031.25,BPC £343.75)
	<mark>. 17-23-18 B3095 Hill Devreill roundels £1650 (LHFIG £1238,LDPC £412)</mark>
	. 17-22-24 Bishopstrow bollards £1500 (LHFIG £1125, BPC £375)
	. 17-23-25 Warminster 20mph assessment £3100, (LHFIG £2325, WTC £775)
<mark>26</mark>	. 17-24-01 Longbridge Deverill village Gates £3600 (LHFIG £2700, LLDPC £900)

H. Date of Next Meeting

4th September 2024

10am Teams



Warminster Local Highway Footway Improvement Group

Highways Officer – Sarah Dearden

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Warminster Area Board.
- 2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Warminster Area Board will have a remaining Highways funding balance of New 24/25 budget of £30,452-minuted contributions/amendments = £18,489.75

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding Implications

6.1 There are no safeguarding implications.

7. Recommendations

Warminster Area Board are asked to approve recommendations.