

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

	Item	Update	Actions and recommendations	Who
	<b>Date of Meeting</b>	<b>23<sup>rd</sup> April 2024</b>		
<b>1.</b>	<b>Attendees and apologies</b>			
	Present:	Cllr Rich Rogers – Wiltshire Council (RR) – Chair Cllr Richard Britton – Wiltshire Council (RB) Cllr Ian McLennan – Wiltshire Council (IM) Rhiann Surgenor – Wiltshire Council (RS) Graham Axtell – Wiltshire Council (GA) Simon Brown – Firsdown Parish Council (SB) Catherine Purves – Various Parish Councils (CU) Mary Davies – Landford Parish Councils (MD) Estelle Sherry – Landford Parish Councils (MD) Steven Cocking – Idmiston Parish Council (SC) Elaine Hartford – Alderbury Parish Council (EH) Tom Martin – Newton Toney Parish Council™ Charles Penn – Winterbourne Parish Council (CP) Joe Elder – Laverstock & Ford Parish Council (JE) Clarissa Cramer – Redlynch Parish Council (CC)		
	Apologies	Cllr Zoe Clewer – Wiltshire Council (ZC) Cllr Andrew Oliver – Wiltshire Council (AO) Trudi Deane – Laverstock & Ford Parish Council (JE) Susan Barnhurst-Davies – Downton Parish Council (SBD)		

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2.	<b>Notes of last meeting</b>			
		<p>The minutes of the previous meeting were agreed at the Southern Wiltshire Area Board meeting on the 22<sup>nd</sup> February 2024.</p> <p>The Southern Wiltshire Area Board minutes can be found at:</p> <p><a href="https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=170&amp;MId=15008&amp;Ver=4">https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=170&amp;MId=15008&amp;Ver=4</a></p>		
3.	<b>Financial Position</b>			
		<p>There is currently £42,270.61 still unallocated. This includes the LHFIFG allocation for 2024/25 of £32,344 plus the remaining unallocated from 2023/24 of £9,926.61.</p>		

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4.	New Issues / Issues Requiring A Decision			
a)	<p>Issue No: <a href="#">13-23-13</a></p> <p>Winterslow PC Reduction of Speed Limit, Weston Lane</p>	<p>The issue is speeding cars, in and around the village. The speed limits are inconsistent, whereby one road starts at 30mph and then progresses to 60mph, along the same stretch of road. This road is in constant use. The speed limits are 60mph in two access points of the village that are built up areas with several dwellings. The vehicles then do not slow down when they reach the 30mph signs. There are several 'pinch points' in the road whereby only one vehicle can pass at a time - 'Narrow Road' signs are needed in these areas. Bus stops with no pavements, children walking on roads at night.</p> <p>On this occasion we can consider a 40mph speed, given the outcome of the prior three traffic surveys alongside the speed limit assessment completed last year at this location. This confirmed that the 85<sup>th</sup> percentile speed at this location was 33.5mph showing that the overwhelming traffic was already travelling well below the national limit. Installation of the new limit will be in the region of £10,000 and the group should consider the cost to benefit ratio. If supported by the group a formal cost estimate can be prepared in advance of the next meeting.</p> <p>The group discussed this issue in detail and noted that the existing physical layout of the road was largely controlling the speed of vehicles.</p> <p>The group asked RS to prepare cost estimates based on potential signing and lining improvements that could be introduced in Weston Lane and bring them back to the next meeting of the group for discussion.</p>	<p>Area Board agreed the contribution of £4125</p> <p>Parish are still to agree the contribution of £1375</p>	WPC

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		<p>For additional enhanced slow markings, countdown markings, pedestrian in road warning signs and bend warning signs the estimate for this location would be £5500 with £4125 expected from the LHFIG and £1375 contribution for the PC. RS will prepare a design as soon as possible however this would be subject to landowner permission to place the signs as there is no highway verge along this stretch. Group to discuss and agree potential funding</p>		
b)	<p>Issue No: <a href="#">13-23-14</a></p> <p>Winterslow PC Reduction of speed, Livery Road, Tytherley Road - East Winterslow</p>	<p>The issue is speeding cars, in and around the village. The speed limits are inconsistent, whereby one road starts at 30mph and then progresses to 60mph, along the same stretch of road. This road is in constant use. The speed limits are 60mph in two access points of the village that are built up areas with several dwellings. The vehicles then do not slow down when they reach the 30mph signs. There are several 'pinch points' in the road whereby only one vehicle can pass at a time - 'Narrow Road' signs are needed in these areas. Bus stops with no pavements, children walking on roads at night.</p> <p>PC to confirm extents of survey required, a price for a speed assessment will be provided considering the two locations and if they can be combined under one survey (cost per survey is £2900). A signage review can also be considered if the group agree to support both matters for funding. Costs will be prepared in advance of the next meeting.</p> <p>The group discussed this issue and were, in principle, prepared to support a speed limit assessment being undertaken. However, before committing to funding an assessment the group asked that the PC confirm the extents of the roads they want to be surveyed to enable officers to</p>	<p>WPC requests that the full Assessments of Livery Road and Tytherley road can be halted until further investigations have taken place – to stay on the agenda</p>	<p>WPC</p>

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		<p>determine if a speed limit assessment can be undertaken for the standard cost of £2,900.</p> <p>WPC to provide the extents to determine what can be covered under one survey</p>		
c)	<p>Issue No: <a href="#">13-23-15</a></p> <p>Redlynch PC Grove Lane SID infrastructure request</p>	<p>A section of Grove Lane has a designated speed limit of 30mph, and residents have raised concerns regarding the speed of traffic in the vicinity. A traffic survey was carried out last year to obtain statistical evidence of the traffic speed in the area and to check if the area qualified for speed watch and to also check if the speeds are excessive enough to consider having a SID in the area. The results of the traffic survey confirmed the area qualified for speed watch and due to the results, the Council would like to have a NAL socket installed to deploy the SID.</p> <p>Exact location to be provided by PC. Group to agree funding, around £700 total cost LHFIFG = 75% (£525), PC = 25% (£175).</p> <p>The Area Board approves the allocation of £525 to allow this work to be undertaken.</p> <p>Awaiting confirmation that the PC approves the allocation of £525 to allow this work to be undertaken.</p> <p>RPC confirmed their contribution of £175</p>	<p>This scheme has been allocated to the traffic engineering signs team, submission of the works pack is due April 2024</p>	RS
d)	<p>Issue No: <a href="#">13-23-16</a></p> <p>Redlynch PC</p>	<ol style="list-style-type: none"> <li>1. Access speed issues with traffic coming from Hamptworth as well as coming down from Bowers Hill.</li> <li>2. Significant narrowing in two areas of Grove Lane resulting in blind spots.</li> </ol>	<p>Area Board agreed contribution of £1463 from the LHFIFG</p> <p>RPC confirmed £488 contribution</p>	RS

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	<p>Grove Lane pedestrian hazards</p>	<p>3. Danger for pedestrians walking along the road. Specifically, the areas from Hackamore House to the Cemetery at the eastern end of Grove Lane with similar dangerous conditions by the blind bend between post box and Lambourne at the western end of Grove Lane.</p> <p>4. Light restrictions due to large overhanging trees and bushes.</p> <p>5. No street lighting at the eastern end of Grove Lane.</p> <p>6. No safe route along the road to enable pedestrians and cyclist to avoid oncoming traffic</p> <p>Site visit was conducted with Redlynch PC, and the outcomes of the meeting are listed below. Group to agree support:</p> <ul style="list-style-type: none"> <li>• If agreed at PC level and at the LHFIG a lining review may be appropriate with a view to installing countdown markings at the 30mph terminal point, additional speed limit roundels and enhanced slow markings.</li> <li>• A signage review can also be conducted.</li> <li>• Existing junction marking at junction of Bowers Hill/The Row has been referred to maintenance.</li> <li>• The Parish Council will keep the cutting of vegetation around signs to ensure they are visible as a regular item for the Parish Steward, the PC can contact any landowners originally and are supported by maintenance to write legal letters.</li> <li>• The police are working alongside the CSW group to provide training and assist with handheld.</li> <li>• It does not meet the criteria for an extension of the Virtual Footway due to forward visibility and width of the carriageway, nor did we consider a speed limit review or any traffic calming viable options at this time.</li> </ul>	<p>This scheme has been allocated to the traffic engineering signs team, submission of the works pack is due April 2024</p>	
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		<ul style="list-style-type: none"> <li>• It was felt that additional streetlighting was not required at this time due to the cost/benefit ratio. Areas of 30mph which have a presence of streetlighting should also not have additional repeaters and therefore this could be counterproductive.</li> <li>• The current policy is unlikely to support a drop in speed to 20mph, this can be reviewed by the PC in future.</li> </ul> <p>If agreed by the group a cost estimate will be prepared prior to the next meeting.</p> <p>The group asked RS to prepare cost estimates based on potential signing and lining improvements that could be introduced in Grove Lane and bring them back to the next meeting of the group for discussion.</p> <p>Estimate of £1950 for countdown markings, enhanced slow markings, 2 x pedestrian warning signs, additional roundels and give way refresh - £1463 from the LHFIG and £488 contribution from Redlynch PC. Group to discuss and agree potential funding. Design to be submitted to PC once completed.</p>		
e)	<p>Issue No: <a href="#">13-23-18</a></p> <p>Laverstock &amp; Ford PC Broken Cross safety improvements</p>	<p>Continued minor collisions including numerous collisions to boundary wall. Over the last 41 years we have seen many accidents around the bridge and many collisions with our boundary, more so since the road layout was changed, and the flashing arrow sign was removed. We have tried to improve things by putting our own flashing lights, reflectors, and barrier. We would like a meeting again to discuss changes to signage to alleviate this situation.</p>	<p>Area Board agreed £679 from the LHFIG</p> <p>LFPC PC confirmed £227 contribution</p> <p>This scheme has been allocated to the traffic engineering signs</p>	RS

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		<p>A site visit was conducted with the resident and the PC, the outcome of which is below. Group to agree if they support:</p> <ul style="list-style-type: none"> <li>• PC have submitted a traffic survey request.</li> <li>• It is suggested to undertake a sign and line review to enhance the existing slow markings.</li> <li>• The matter of vegetation has been referred to colleagues in the maintenance team.</li> <li>• PC to confirm if they want to proceed with the installation of Trief Kerbs to the front of the property access way.</li> </ul> <p>If agreed by the group a cost estimate will be prepared prior to the next meeting.</p> <p>The group asked GA to ensure that vegetation was removed as necessary to ensure that the existing signs in the vicinity of the roundabout were visible.</p> <p>The group asked RS to prepare cost estimates based on potential signing and lining improvements that could be introduced at this location and bring them back to the next meeting of the group for discussion.</p> <p>Estimate of £905 for 4 x enhanced slow markings, - £679 from the LHFIG and £227 contribution from LFPC PC. Group to discuss and agree potential funding. There has been an issue regarding traffic management for the metrocount data which is part of a wider discussion – RS to update the group. Investigations are still ongoing in reference to the trief kerbs work. GA to chase reference the maintenance work i.e hedge</p>	<p>team, submission of the works pack is due April 2024</p>	
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		<p>cutting. Design for lines to be submitted to PC as soon as possible.</p> <p>Group agreed to support the additional lining. RS to send the design to LFPC</p>		
f)	<p>Issue No: <a href="#">13-23-19</a></p> <p>Laverstock &amp; Ford PC Dangerous at the junction of Queen Manor Road and Riverbourne Road</p>	<p>Dangerous turning into Riverbourne Road from Queen Manor Road. Car's park on the corner and force cars entering to change lane.</p> <p>Two site visits have been conducted to the provided location, on neither occasion were cars parked at this junction. Unless Laverstock PC can provide any evidence of inappropriate parking, the issue will be closed.</p> <p>TD advised that the originator of the request had been asked to supply photographic evidence of the issue. TD suggested that if no evidence was provided by the time of the next meeting of the group the issue should be closed.</p> <p>No photographs have been provided; therefore, the issue will be closed unless the PC have evidence to present.</p>	<p>Agreed in prior meeting to consider waiting restrictions at the junction, RS to prepare a plan for LFPC</p>	RS
g)	<p>Issue No: <a href="#">13-23-20</a></p> <p>Laverstock &amp; Ford PC Parking restrictions review St Thomas' Way and Pilgrims Way Bishopdown Farm</p>	<p>Change the time restrictions to reflect actual usage to improve safety around the school gate entrance and reduce nuisance parking on residential properties: New times: 07:30 to 09:30, 11:45 to 12:15 and 14:00 to 18:00. Also, the yellow line is very worn from staff and parent parking so can this be refreshed. Parish Councillor Lesley Waller and Wiltshire Council member Ian McLennan on 11 Sep 2023 who suggested submitting this LHFIF application.</p>	<p>Awaiting further information from school travel plan.</p>	RS

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		<p>A change of timings would require a new TRO order. This can be potentially considered however evidence would need to be provided by Laverstock PC. This will only be considered should the school make a change to the Active Travel Plan.</p> <p>The group discussed this issue and agreed that it would be beneficial to engage with the nursery (and school) about updating their school travel plan and come forward with a package of measures to address the concerns raised.</p> <p>Nursery (and school) to be contacted. - This is currently with the school travel advisor. RS to update PC further once discussions are concluded.</p>		
h)	<p>Issue no: <a href="#">13-23-21</a></p> <p>Laverstock &amp; Ford PC Bollard request near nursery St. Thomas' Way</p>	<p>Resident highlighted lack of bollards near nursery. Parents/Children in danger.</p> <p>Further information is required as to if this is used as a vehicular access, as per above request this will only be considered should the school make a change to the Active Travel Plan. Potential for school keep clear markings which could be included in TRO amendments.</p> <p>The group discussed this issue and agreed that it would be beneficial to engage with the nursery (and school) about updating their school travel plan and come forward with a package of measures to address the concerns raised.</p> <p>Nursery (and school) to be contacted. This is currently with the school travel advisor. RS to update PC further once discussions are concluded.</p>	<p>School Keep Clear markings will be included with the ones at Britford &amp; Newton Toney, awaiting a consultation date.</p>	RS

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i)	<p>Issue No: <a href="#">13-23-22</a></p> <p>Laverstock &amp; Ford PC Parking issues Sycamore Drive/St. Clements Way local centre</p>	<p>Illegal and inconsiderate parking of vehicles using the local centre, including customers and delivery vehicles. Instead of using the car park provided, vehicles are 'bumping up' and parking on grass verges in the vicinity, hampering traffic, obstructing the view at the junction and causing considerable damage to the grass verges. Deep ruts have been caused, leaving exposed bare soil which turns to mud when it rains.</p> <p>Prior discussion with Laverstock PC considered that there are areas such to the side of the surgery, and to the curved section of Ash Crescent where we could look at bollards or further waiting restrictions. Site visits are required to investigate into this matter. PC have been asked to provide evidence such as photos/proof of areas which are a problem are required. Group to discuss this matter and how it moves forward.</p> <p>RS is due to undertake site visits, following this a design will be prepared and submitted to PC..</p>	<p>Site visit was undertaken, bollards have been agreed with LFPC to the side and front of shop to prevent parking within the verges, RS to provide a design</p>	RS
j)	<p>Issue No: <a href="#">13-23-23</a></p> <p>Britford PC Parking issues Longford Primary School</p>	<p>The school does not have any bollards or writing on the road to stop careless, inconsiderate parking where buses need to park or across the tiny pathway. To get to and from the school. As I am sure you are aware, Downton Road is a busy and fast road, I know the cars should be doing 20mph they do not it is more like double or triple that.</p> <p>The group should consider provision of School Keep Clear (SKC) markings outside of the school. There are three versions of this marking that could be provided – advisory (unenforceable), mandatory - enforceable by the Police or mandatory - enforceable by both the Police and Wiltshire Council.</p>	<p>This has been allocated to the Traffic Team and is awaiting consultation dates</p>	RS

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		<p>The estimated cost of the advisory variant of the SKC marking is £1286.30 (LHFIG contribution £964.73 / PC contribution £321.58). The estimated cost of the mandatory variant of the SKC marking enforceable by the Police is £1,805.79 (LHFIG contribution £964.73 / PC contribution £451.45). The estimated cost of the mandatory variant of the SKC marking enforceable by both the Police and the Council is £2,585.79 (LHFIG contribution £1,939.94 / PC contribution £646.45).</p> <p>The group discussed this issue and were happy to commit funding to proceed with the variant that allowed enforcement by both the Police and Wiltshire Council.</p> <p>The Area Board approves the allocation of £1939.94 to allow this work to be undertaken.</p> <p>BPC confirmed contribution of £646.45</p>		
k)	<p>Issue No: <a href="#">13-22-18</a></p> <p>Newton Toney PC Footway and dropped kerb accessibility improvements in The Croft</p>	<p>Unfortunately, the preliminary design work has not yet been completed on this project. It has been possible to bring in some additional design resource from the wider team in Trowbridge. Draft proposals to be circulated to the PC in December 2023 and matter brought to the next meeting of the group for a funding decision.</p> <p>Cost estimate and design provided to PC. Total Cost = £6,285. LHFIG = £5,118.75 / PC £1706.25. Awaiting PC decision on whether they wish to carry out trial holes initially.</p>	<p>Trial holes have been submitted to the contractor, which is awaiting a date. The full scheme will be considered again following the outcome of the findings</p>	RS

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		<p>The group confirmed they wish to proceed with trial holes initially and then reconsider based upon findings. This was included within the total cost estimate at a value of £1000</p> <p>NTPC confirmed its contribution of £1706</p> <p>Area Board agreed the LHFIFG contribution of £5118.75 towards this scheme (subject to change)</p>		
l)	<p>Issue No: <a href="#">13-24-01</a></p> <p>Grimstead PC</p> <p>Signage &amp; road marking review</p>	<p>The Parish Council feels that enhancing the speed limit signs when entering the 30mph limit will alert drivers and reinforce the fact they have entered a built-up environment, and the “Pedestrians in Roads” sign will indicate that the road is shared space with walking residents and visitors.</p> <p>If agreed by the group RS will prepare a cost estimate and design for additional roundels, countdown markings and pedestrian warning signs</p> <p>Group agreed to support a cost and design</p> <p>RS to prepare and bring back to GPC &amp; the group</p>	<p>Design was sent to Grimstead PC prior to the meeting for consideration, once agreed this will be considered by group</p>	<p>GPC</p>
m)	<p>Issue No: <a href="#">13-24-02</a></p> <p>Whiteparish PC</p> <p>Disabled bay opposite the Whiteparish All Saints CE Primary School</p>	<p>Request allocation of a safe disabled bay close to the entrance but far enough away from the crossing that it doesn't block the view of children trying to cross</p>	<p>Group agreed to support in principle should WPC agree estimated cost of £1500</p> <p>WPC to agreed 25% contribution of £375</p> <p>Area Board to agreed 75% of cost at £1125</p>	<p>WPC</p> <p>Area Board</p>

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n)	Issue No: <a href="#">13-24-03</a> Winterbourne PC Bus shelter installation	Local residents have requested a bus shelter fitted at the Bus Stop in Winterbourne Earls outside the Nursery going south towards Salisbury.	WPC to provide RS with chosen design, group agreed they would need more information and were unlikely to support the funding of through the LHFIG. PC can choose to fund entire cost.	WPC
o)	Issue No: <a href="#">13-24-04</a> Firsdown PC Amendments to BOAT (right of way)	The Parish Council would like to explore the options (and costs) of downgrading the current status of the Right of Way FIRS5 from a Byway Open to All Traffic to a restricted Byway, or even a Bridleway, allowing just pedestrians/dog walkers and horse riders. This will also prevent the potential misuse of the new Right of Way to be created across Roundbarrow Farm	RS to set meetings with ROW team to discuss and provide FPC with a cost/timeframe for the application.	RS
p)	Issue No: <a href="#">13-24-05</a> Allington with Boscombe PC SID infrastructure	2 poles to carry the SID to be erected on the A338 in the villages of Allington and Boscombe. i.e. 1 x pole to be erected in the village of Boscombe as one of the poles supporting the Boscombe village sign at the end of the bus stop, opposite Bourne View on the left side of the A338 travelling south. 1 x pole to be erected approx 100yds south of the bus stop at Northside on the left side of the A338 travelling south.	Group agree in principle, likely full cost of £2000  Allington with Boscombe to agree 25% of this cost - £500  Area Board to agree 75% of this cost - £1500	ABPC  Area Board
q)	Issue No: <a href="#">13-24-06</a> Landford PC Sign and lining review	The Council has received 6 Highways Improvement Request Forms from residents of Hamptworth which raise several concerns in respect of Hamptworth Road, Lyburn Road and Black Lane. The Council is therefore considering including within a submission to LHFIG comments which would best address, whilst securing value for money for both WC and the Parish Council, traffic calming measures which could include new or improved signage – bend in the road, pedestrians in the road, village entry signage and road markings – slow markings, road narrowing lines, rumble strips	RS has carried out a site visit with LPC who have agreed to carry out a signage and lining review for the area to include the measures as within the request. RS to provide the group and LPC a design and cost estimate.	RS

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r)	Issue No: <a href="#">13-24-07</a> Landford PC Kissing gates	It is proposed to replace the stile with a kissing gate which will be installed and maintained by the Landford Area Footpath Volunteer Group, with help from the County Rights of Way Officer. The gate will be made of metal and sourced from WC stocks as opposed to directly from the manufacturer. eg. <a href="https://centrewire.com/products/woodstock-medium-mobility">https://centrewire.com/products/woodstock-medium-mobility</a> . The cost of a full kissing gate with metal hoops is c.£400. The Landford Parish Community Partnership have offered to provide a grant of £100 to support this application.	The group agreed to support this cost, LPC already confirmed contribution of £100  Area board to confirm contribution of 75% of this cost - £300	Area board
s)	Issue No: <a href="#">13-24-08</a> Landford PC Drainage improvements	There is a recurring drainage issue on Glebe Lane, Landford. Many attempts to resolve the issue have not resulted in a successful outcome. Throughout the year constant pools of rain water inevitably cause road surface damage, verges become eroded and tree roots are exposed. Over the last ten years Wiltshire Council have paid for remediation works. However, it is obvious the root cause has not been addressed. My major concern is the large pool of standing water on the intersection of Lyndhurst Road/Pound Hill/Glebe Lane. The run-off is creating a potential ROAD SAFETY ISSUES	Group agreed to support further investigation to enquire on the scope of any potential work. RS to set meeting with ZC, LPC and internal drainage and maintenance teams at Wiltshire to discuss and prepare findings for next meeting.	RS

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<b>5.</b>	<b>Other Issues</b>			
a)	Issue No: <a href="#">13-20-16</a>  Laverstock & Ford PC London Road, Salisbury Request for Crossing Point	As the group have previously been informed the Major Maintenance Team have advised that, due to budget constraints, the proposed resurfacing scheme at St. Thomas' Roundabout will not be taken forward during the 2023/2024 financial year and is provisionally in the programme for the 2024/2025 financial year. Dropped kerbs to aid crossing movements will still form part of the works.	Update noted	RS
b)	Issue No: <a href="#">13-21-13</a>  Idmiston PC East Gomeldon Road Railway Arch Signing Improvements	Unfortunately, this work has not yet taken place as Network Rail (NR) refused the Council's previous application and have requested that a specific Works Package Plan (WPP) is produced by Milestone prior to them consenting to the works. Milestone are currently producing this document with a view to resubmitting the application in November 2023.  Milestone are working on the approval from Network Rail which has not yet been obtained. RS/PS will chase for an update.	Resource commitment between Milestone & Traffic Engineering Team was stretched towards the end of the financial year, this has been escalated and prioritised for the new financial year	PS
c)	Issue No: <a href="#">13-21-4</a>  Laverstock & Ford PC Request for additional waiting restrictions in Church Road to help address school run parking problems.	Report addressing the comments submitted in response to the TRO consultation submitted for internal officer approval before going to the Cabinet Member for Highways for a decision. Internal officer comments have required elements of the reports to be redrafted. Report in the process of being redrafted with the aim of the report being resubmitted for approval in April 2024.	Draft submitted to Director/Cabinet member for final review/sign off.	PS
d)	Issue No: <a href="#">13-21-19</a>  Idmiston PC Request for double white lining system in the vicinity of the	The PC have indicated that they support the proposals. Works pack issued to Milestone. Milestone works provisionally programmed to take place during week beginning 11/12/2023. Letter to be sent to homeowners in November notifying them that overhanging foliage will be removed. Foliage removal	Tree clearance work and bollard replacement has been completed. Lining work is outstanding.	PS



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	junction of Church Road and the A338 Tidworth Road	works to be undertaken by Wessex Tree Care in December 2023 (date TBC).  There was a delay in the completion due to the contractor being pulled for emergency winter work, awaiting reprogramming, RS/PS to chase		
e)	Issue No: <a href="#">13-21-14</a>  Idmiston PC Idmiston Road, Porton Village Concealed Entrance Warning Signs and Village Hall Directional Signs	Works pack issued to Milestone. Works programmed to be undertaken, PS has chased and will update the PC asap with expected dates	PS confirmed works order has been delayed – to be prioritised by the contractor in the new financial year	PS
f)	Issue No: <a href="#">13-22-03</a>  Idmiston PC Request to extend the existing 30mph speed limit on Gomeldon Road (Porton end)	Works pack issued to Milestone. Works programmed to be undertaken, PS has chased and will update the PC asap with expected dates	PS confirmed works order has been delayed – to be prioritised by the contractor in the new financial year	PS
g)	Issue No: <a href="#">13-22-05</a>  Firsdow PC / Winterslow PC/Pitton and Farley PC Safety improvements at Dunstable Crossroads	Site meeting took place in November 2023 to discuss potential further safety improvements at this location. It was agreed that the first step would be to undertake a review of the signing and lining on the approaches to the crossroad to look at potential enhancements that could be made. A quote for a topographical survey is also to be obtained to help enable the respective PC's and LHFIG's to determine if they wish to progress with the design of more extensive improvements.  Winterslow have confirmed support for a topo survey, a quote has been requested which will be put to the group to discuss once received	Potential options discussed, the consensus of the group was to proceed with the higher quote which includes the invert drainage levels.  PFPC, FPC & WPC to discuss and confirm contributions (suggested at £852.50)  Area Board to confirm potential funding of 75% at £5192.50	PFPC, FPC, WPC  Area Board

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

		<p>The quotations for the 2 options are as follows:</p> <p>Topo survey (without survey of invert drainage levels) quotation is £6,800 + VAT</p> <p>Topo survey (with survey of invert drainage levels) quotation is £7,750 + VAT</p>		
h)	<p>Issue No: <a href="#">13-22-08</a></p> <p>Idmiston PC Improved footway and dropped kerb provision in Gomeldon</p>	<p>The lead highways tree officer at Atkins has advised that the trees in question have been removed. Officers to check that this work has been completed. Subject to the works being having been completed the PC are to advise the next location they wish to be considered.</p> <p>Despite advice that the trees have been removed, site visits have confirmed this is not the case and the discussions with the contractor are ongoing at this stage. PS to update PC when there is further information.</p>	PS is chasing with the contractor	PS
i)	<p>Issue No: <a href="#">13-22-13</a></p> <p>Laverstock &amp; Ford PC Introduction of waiting restrictions in Sherbourne Drive</p>	<p>Works pack issued to Milestone. Works provisionally programmed to be undertaken during week commencing 11/12/2023. Exact date of works to be supplied to the PC once known. – This section has now been completed.</p> <p>Unfortunately work on drafting the proposals for the wider restrictions in Sherbourne Drives has not yet been completed. Draft proposals to be issued to the PC and local member for comment in April 2024.</p>	PS to send to LPC April 2024	PS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

j)	Issue No: <a href="#">13-22-14</a> Alderbury PC Introduction of waiting restrictions at various locations	Revised proposals agreed with the PC. Draft TRO paperwork provided to the Legal Team for processing in October 2023. It is anticipated that the TRO advert will commence in December 2023.  TRO consultation advert is live – 8th February 2024, end of objection – 4th March 2024	Report being drafted by Apprentice Engineer, due to be submitted to the Cabinet Member May 2024	RS
k)	Issue No: <a href="#">13-22-15</a> Firsdown PC Installation of dropped kerb in Firs Road.	Legal Services are continuing to investigate the status of this land to determine whether this land may previously have been dedicated as public highway. If Legal Services are unable to confirm this by February meeting of the group consideration should be given to commencing the process to claim this land as public highway would be under Section 31 of the Highways Act.  We are awaiting formal confirmation this can be adopted as highway/maintained as such. RS/PS to chase.	Awaiting confirmation from legal services – this has been allocated to the traffic engineering team to progress once confirmation have been received.	RS
l)	Issue No: <a href="#">13-22-25</a> Laverstock & Ford PC Request to upgrade existing informal crossing point on Riverside Road	The Council's surfacing contractors Tarmac have advised that a carriageway patch its required before the coloured surfacing can be re-laid. Graham Axtell has engaged the Major Maintenance to order this work. Date of works to be provided to the PC once known.  Following a second opinion it was deemed they would be able to carry out this work without a carriageway patch, therefore the cost was reduced, and the second site was included nearer to	The coloured surfacing near the junction of Whitebridge Road has been completed. Patch and surfacing at the second location (Manor Farm Road) has been ordered with the contractor, awaiting dates.	PS
m)	Issue No: <a href="#">13-22-28</a> Newton Toney PC	The PC have requested a minor change to the length of the proposed school keep clear markings. Revised plan to be issued to the PC in November 2023. Subject to the PC	This scheme has been allocated to the traffic engineering signs team, awaiting consultation dates	RS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

	Request for School Keep Clear Markings outside of school	supporting the proposals a works order will be prepared and issued to Milestone. Following a meeting on site with the school, NTPC, RS and PS a new length was agreed, and PS has prepared this for Milestone to programme.		
n)	Issue No: <a href="#">13-22-33</a>  Laverstock & Ford PC Request for Pedestrians Crossing Warning Signs	Works order issued to Milestone in November 2023. Awaiting programming of works. Date of works to be supplied to the PC once known.  Milestone confirmed that they are awaiting delivery of signs, once these have been delivered, they will move to implementation and PS will chase up.	PS confirmed works order has been delayed – to be prioritised by the contractor in the new financial year .	PS
o)	Issue No: <a href="#">13-22-34</a>  Grimstead PC Request for traffic calming measures in East Grimstead	The PC have received requests from several residents for the introduction of traffic calming features in East Grimstead to address perceived speeding problems. The PC requested two traffic survey in response to these requests. The surveys were undertaken at <a href="#">Location 1</a> and <a href="#">Location 2</a> .  The result of the traffic survey at Location 1 returned an 85 <sup>th</sup> percentile speed of 25.7mph, this is below the Council's threshold where the provision of additional measures is considered necessary. However, minor signing and lining improvements (provision of yellow backed repeater signs and painted speed limit roundels) if the PC and group wished to pursue this matter.  The traffic survey equipment at Location 2 failed so a repeat survey has been ordered.  A decision on how to proceed to be made once the results of the traffic survey at Location 2 are known.	The survey has been progressed – the results imminent and will be sent to Grimstead PC once received from the Traffic Orders Team.	GPC

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

p)	Issue No: <a href="#">13-23-04</a>  Pitton & Farley PC Request for measures to address speeding concerns in the villages of Pitton and Farley	The PC have confirmed their contribution towards the provision of two village gateways. The PC are currently determining which two gateways they would like to proceed with. Design work to commence once the PC have confirmed which gateways they would like to proceed with.  RB advised the site that PC wished to pursue are Lucewood Lane and Whiteway. Design is in progress and will be provided as soon as possible.	RS is still working on the design, due to be submitted to the contractor in May 2024.	RS
q)	Issue No: <a href="#">13-23-05</a>  Laverstock & Ford PC Request for disabled access improvements in the vicinity of the Old Sarum Garden Centre on The Portway	Results of the traffic survey have been received to enable pedestrian crossing warning signs to be sited an appropriate distance in advance of the recently installed dropped kerbs. Scheme allocated to the Traffic Signing Team. Currently awaiting allocation of engineer to deliver the project.  This has now been allocated and the engineer is preparing the design/works pack.	This scheme has been allocated to the traffic engineering signs team	RS
r)	Issue No: <a href="#">13-23-06</a>  Grimstead PC HGV's using Windwhistle Lane as a cut through from the A36 to the Grimsteads & West Dean.	The PC have advised that they wish to pursue the option of improved warning signage on the A36.  There was a delay due to resource, this has now been allocated to the traffic signs team who are preparing the design. The discussions have been opened with National Highways to progress the advanced warning sign design on the A36.	RS is still working on the design, due to be submitted to the contractor in May 2024. PS has chased National Highways.	RS
s)	Issue No: <a href="#">13-23-09</a>  Odstock PC	As a first step the PC are looking to provide an informal sign advising motorists not to park at this location. If this approach does not work the PC will seek to pursue other options, potentially including revisiting the request for waiting	Update is noted	OPC

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

	Request for the provision of double yellow lines in the vicinity of Jubilee Gardens	restrictions. No further action at this stage but issue to remain open until the impact of the sign is known.		
t)	Issue No: <a href="#">13-23-12</a>  Redlynch PC Request for signage improvements in Primrose Lane, Wiltshire	Scheme allocated to the Traffic Signing Team. Currently awaiting allocation of engineer to deliver the project.  This has been allocated and the design has been provided to Redlynch PC. They have chosen location 1 and 3 and are undertaking a letter drop with a resident at location 3 to cut a section of hedge prior to the works being undertaken.	The apprentice engineer is still working on the design, due to be submitted to the contractor in April 2024.	RS
u)	Issue No: <a href="#">13-22-04</a>  Idmiston PC Improved footway and dropped kerb provision in Porton	Meeting undertaken with the PC to be arranged to determine the extent of the works to be undertaken. The PC advised that they wished to see four dopped kerbs, new lengths of footway and the relocation of a lighting column to provide improved access to the Bourne Cemetery.  The cost estimate for this work is £23,605 (LHFIG contribution £17,703.75 / PC contribution £5,901.25). [Note: This figure includes a 25% contingency].  The group discussed this issue and noted that the proposed cost of the works was more than currently available in the groups budget and asked whether the improvements could be delivered in phases. SC commented that the provision of one pair of dropped kerbs in the vicinity of the footway leading to Malvern Way would be a good initial way of improving access to Bourne Cemetery. PS advised that this element of the works would cost £3,200. The group support the provision of one pair of dropped kerbs.	Area highway office have been commissioned to carry out work, order to be raised in April 2024	RS/GA

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

		<p>That the Area Board approves the allocation of £2,400 to allow this work to be undertaken.</p> <p>The PC approves the allocation of £800 to allow this work to be undertaken. This has been allocated to an engineer and the works pack is in progress.</p>		
v)	<p>Issue No: <a href="#">13-22-06</a></p> <p>Winterbourne PC Request for improved pedestrian access to the bus stops and post box on the A338 in the vicinity of Hurdcott Lane.</p>	<p>Following the discussion about this issue at the last meeting a revised cost estimate has been produced based on the following:</p> <ul style="list-style-type: none"> <li>• Removal of a part of the existing grass verge to allow pedestrians from Hurdcott Lane to access the existing lay-by without stepping into the A338.</li> <li>• The provision of edge of carriageway markings to define the lay-by to motorists.</li> </ul> <p>The cost estimate for this work is £3,975 (LHFIG contribution £2,981.25 / PC contribution £993.75). [Note: This figure includes a 25% contingency].</p> <p>The Area Board approves the allocation of £2,981.25 to allow this work to be undertaken.</p> <p>The PC approves the allocation of £993.75 to allow this work to be undertaken.</p> <p>This has been issued to Wessex Tree Care, awaiting confirmation of when works will be undertaken.</p>	<p>Partially completed, awaiting completion of edge of carriageway marking. RS to chase.</p>	RS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

w)	<p>Issue No: <a href="#">13-22-19</a></p> <p>Grimstead PC Provision of Wild Fowl &amp; Small Wildlife Warning Signs</p>	<p>The PC have not yet provided any evidence around ducks being habitually found in the road in the vicinity of the pond, it is suggested that this aspect of the request is closed.</p> <p>Please refer to <b>Issue 4d</b> for the update on the provision of small wildlife warning signs.</p> <p>No evidence has been provided concerning ducks being habitually found in the road in the vicinity of the pond and as such the group to close the aspect of the request.</p> <p>In light of the discussion concerning <b>Issue 4b</b> the PC to look to gather evidence of hedgehogs (or other small wildlife) being run over in support of a potential future application to the DfT pending the outcome of the application to the DfT outlined in <b>Issued 4b</b>.</p> <p>Following the above, there has been a change in policy at DfT level, which is noted. Wiltshire are in the process of preparing a policy for the parameters in which signs can be installed/what evidence is required and this will be fed back to the group as soon as it is available.</p> <p>No further update on policy update, this is still in draft.</p>	Update is noted	RS
x)	<p>Issue No: <a href="#">13-22-24</a></p> <p>Laverstock &amp; Ford PC Provision of Small Wildlife Warning Signs</p>	<p>A formal complaint about the lack of response was submitted to the DfT in August 2023. A response to the complaint was received in November 2023. It provided extremely limited guidance on the criteria that had to be met for them to authorise the use of small wildlife warning signs. The have indicated that any applications to them would need to include "data showing that the locations are accident and wildlife hotspots."</p>	Update is noted	RS



## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

		<p>The DfT have provided no guidance on what they would define a wildlife hotspot to be. Additionally, whilst the PC have been able to supply information that a number of hedgehogs of have been run over by vehicles in Church Road there is no recorded collision (accident) problem in the area requested. In consideration of this it is unlikely that an application would be successful.</p> <p>The group to discuss how they wish to proceed with this matter.</p> <p>The group discussed this issue in detail and asked that officers submit an application to the DfT seeking approval to use these signs in Laverstock using the evidence previously supplied by the PC.</p> <p>Following the above, there has been a change in policy at DfT level, which is noted. Wiltshire are in the process of preparing a policy for the parameters in which signs can be installed/what evidence is required and this will be fed back to the group as soon as it is available.</p> <p>No further update on policy update, this is still in draft.</p>		
y)	<p>Issue No: <a href="#">13-22-30</a></p> <p>Laverstock &amp; Ford PC Request for additional traffic calming measures in Roman Road, Ford</p>	<p>As previously agreed, the group agreed to wait for the outcome of any bid to Active Travel England before considering pursuing additional physical traffic calming features.</p> <p>It would be possible to provide the <a href="#">standard gateway countdown markings</a> on all three entrances to the 30mph speed limit in Ford.</p>	<p>This scheme has been allocated to the traffic engineering signs team, submission of the works pack is due April 2024.</p>	RS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

		<p>The cost estimate for this work is £1,437.50 (LHFIG contribution £1,078.12 / PC contribution £359.38). [Note: This figure includes a 25% contingency].</p> <p>That Area Board approves the allocation of £1,078.12 to allow this work to be undertaken.</p> <p>The PC approves the allocation of £359.38 to allow this work to be undertaken.</p> <p>This scheme design is in progress and will be submitted to the PC as soon as possible</p>		
z)	<p>Issue No: <a href="#">13-23-08</a></p> <p>Odstock PC Request for the installation of kissing gates</p>	<p>The Rights of Way Team have advised that the cost of a kissing gate is £450, with installation costs of £250 (unless volunteers undertake the installation). Therefore, the estimated cost of providing kissing gates at four locations the PC have identified is £3,500.00 (LHFIG contribution £2,625.00 / PC contribution £875.00). [Note: This figure includes a 25% contingency].</p> <p>The group discussed this issue details and agreed to support providing the funding for the supply of two kissing gates during the current financial year and committed to funding the provision of the other two gates in the 2024/2025 financial year. The group agreed that the installation of the kissing gates should be undertaken by the Rights of Way volunteers.</p> <p>The Area Board approves the allocation of £675 to allow this work to be undertaken.</p>	That the update is noted	RS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

		<p>That the PC approves the allocation of £225 to allow this work to be undertaken.</p> <p>Parish have chosen locations Stile 1          ///regularly.aquatics.spoon,          out to the A338 dual carriage way. Stile 2 ///fits.loaf.dragon by the hospital. Awaiting update from the rights of way team as to a timeframe. The work will be undertaken with the ROW volunteers and as such no date is currently given.</p>		
<b>6.</b>	<b>Closed Issues</b>			
a)	<p>Issue No: <a href="#">13-23-10</a></p> <p>Winterbourne PC          Request for measures to address speeding concerning in the parish.</p>	<p>Works order issued to Milestone in October 2023. Awaiting programming of works. Date of works to be supplied to the PC once known.</p> <p>1 site completed, feedback given to the contractor on issues at the 2<sup>nd</sup> site and once this has been resolved the other sites will also be completed</p>	Completed	RS
b)	<p>Issue No: <a href="#">13-22-21</a></p> <p>Firsdow PC          Request for speed limit assessment on the length of the A30 in Firsdow</p>	<p>Atkins have completed the site survey work and are currently preparing the assessment report for issue. It is anticipated that the report will be issued in early December.</p> <p>This report was issued in late December. The assessment does recommend a reduction in speed limit to 50mph in the vicinity of the Firs Road junction but recommends no other changes in speed limit in the area assessed. Firsdow have confirmed they wish to proceed and confirmed they have allocated money for the contribution. Should the group wish to support this, RS will prepare a cost estimate and design.</p>	<p>The group discussed this matter, and considering a cost to benefit ratio was high and therefore it was not supported at the vote. This item will be removed from the LHFIFG agenda. RS to discuss further options with the PC directly</p>	RS

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

c)	Issue No: <a href="#">13-23-26</a> Winterslow PC Shriple Lane resurfacing	Continual deterioration of the B.O.A.T. known as Shriple Lane, impeding the accessibility of all vehicles, (including emergency vehicles, deliveries, waste disposal trucks, apart from residents' vehicles) pedestrians, horses, cyclists, marathon runners etc.  This resurfacing relates to Shriple Lane B.O.A.T, current LHFIF guidance states that LHFIF can only fund Council Maintainable footpaths and therefore this issue will be removed and I have referred this to the rights of way team.	Removed from agenda as per notes	RS
<b>7.</b>	<b>Other Items</b>			
a)	Highway Maintenance Update	Graham Axtell from the Area Highway Office to provide an update on the latest programmed dates for planned carriageway and footway resurfacing works during the 2024/2025 financial year		GA
<b>8.</b>	<b>Date of Next Meeting:</b>	6 <sup>th</sup> August 2024		

## SOUTHERN WILTSHIRE LOCAL HIGHWAYS & FOOTWAYS IMPROVEMENT GROUP ACTION NOTES

### **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 Southern Wiltshire Area Board.

2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Southern Wiltshire Area Board will have a remaining highways funding balance of £42,270.61 in the LHFIG allocation available for the 2024/2025 financial year.

### **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**

There are no specific safeguarding implications related to this report.