

AGENDA

Meeting: Warminster Area Board
Place: Arn Room, Warminster Civic Centre, Sambourne Rd, Warminster, BA12 8LB
Date: Tuesday 23 January 2024
Time: 6.30 pm

Including the Parishes of: Bishopstrow, Boyton, Chapmanslade, Chitterne, Codford, Corsley, Heytesbury, Imber & Knook, Horningsham, Longbridge Deverill and Crockerton, Maiden Bradley with Yarnfield. Norton Bavant, Sherrington, Stockton, Sutton Veny, Upper Deverills, Upton Lovell, Upton Scudamore, and Warminster.

The Area Board welcomes and invites contributions from members of the public. The Chairman will try to ensure that everyone who wishes to speak will have the opportunity to do so.

If you have any requirements that would make your attendance at the meeting easier, please contact your Democratic Services Officer.

Networking opportunity from 6:30pm.

Please direct any enquiries on this Agenda to Ben Fielding - Senior Democratic Services Officer, direct line 01225 718656 or email Benjamin.fielding@wiltshire.gov.uk

All the papers connected with this meeting are available on the Council's website at www.wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225) 713114 / 713115.

Wiltshire Councillors

Cllr Pip Ridout, Warminster West (Chairman)
Cllr Christopher Newbury, Wylve Valley (Vice-Chairman)
Cllr Tony Jackson, Warminster Broadway
Cllr Bill Parks, Warminster North & Rural
Cllr Andrew Davis, Warminster East

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Public Participation

Please see the agenda list on following pages for details of the items for discussion. The Area Boards welcome public participation and the Chairman will try to ensure that everyone has the opportunity to participate where possible. To discuss matters not on the agenda, please contact the officer named on the front page, ahead of the meeting.

For extended details on meeting procedure, submission and scope of questions and other matters, please consult [Part 4 of the council's constitution](#).

The full constitution can be found at [this link](#).

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For assistance on these and other matters please contact the officer named above for details

Area Board Officers

Strategic Engagement & Partnerships Manager (SEPM) – Liam.Cripps@wiltshire.gov.uk

Area Board Delivery Officer – Caroline.Leguesne@wiltshire.gov.uk

Democratic Services Officer – Benjamin.fielding@wiltshire.gov.uk

Items to be considered	Time	
<u>Highways Matters</u>		
1. Informal Networking An opportunity to meet the Cabinet Member, Director and Highways Officers.	6.30pm	
2. Welcome and Overview The Area Board Chairman will welcome those in attendance and provide an overview of the meeting.	7.00pm	
3. Highways and Transport Presentations To receive presentations that will cover topics such as the strategic business plan priorities, maintenance, LTP, congestion, public transport, and air quality.	7.05pm	
4. Q&A Session Those in attendance will have the opportunity to partake in a Q&A session coordinated by the Area Board Chairman.	7.25pm	
5. Session Summary and Next Steps For the Area Board Chairman to summarise the session and outline next steps.	8.20pm	
<u>Urgent Area Board Business</u>		
6. Apologies To receive any apologies for absence.	8.30pm	
7. Minutes (<i>Pages 7 - 16</i>) To approve the minutes of the meeting held on 11 October 2023.		
8. Declarations of Interest To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.		
9. Area Board Funding (<i>Pages 17 - 22</i>) To note the remaining budgets and to consider any applications for funding, as detailed in the attached report and summarised below:		
Remaining Budgets:		
Community Area Grant	Older & Vulnerable	Young People

£6,355.65	£2,202.22	£12,233.50
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Area Board Initiatives:

Ref/Link	Grant Details	Amount Requested
ABG1479	Warminster Area Board - Environment And Sustainability Exhibition	£500

Community Area Grants:

Ref/Link	Grant Details	Amount Requested
ABG1289	St Lawrence Chapel Warminster - St Lawrence Chapel Front Pillar	£2000.00
ABG1413	Selwood Housing - Westleigh Community CCTV Project	£5000.00
ABG1470	Heytesbury and Sutton Veny Cricket Club - Sutton Veny Cricket Pitch Ground Equipment and Rain Covers	£4531.07
ABG1509	Heytesbury and Codford Football club - Football goal nets and Aerator	£486.00
ABG1513	Warminster Athenaeum Trust - Building access control and security	£4000.00

Older & Vulnerable Grants:

Ref/Link	Grant Details	Amount Requested
ABG1517	Alzheimers Support - Old Silk Works dementia day club supporting local people living with dementia	£1260.00

Young People Grants:

Ref/Link	Grant Details	Amount Requested
ABG1506	Warminster Town Council - Warminster Town Councils Youth Activities Programme	£5000.00
ABG1536	Horningsham Parish Council - Horningsham Youth Winter Play Provision	£150.00

Further information on the Area Board Grant system can be found [here](#).

10. **Local Highways and Footpath Improvement Group (LHFIG)**
(Pages 23 - 36)

To note the minutes and consider any recommendations arising from the last LHFIG meeting held on 25 October 2023, as set out in the attached report.

Further information on the LHFIG process can be found [here](#).

11. **Urgent items**

Any other items of business which the Chairman agrees to consider as a matter of urgency.

12. **Close**

The next meeting of the Warminster Area Board will take place on 21 March 2024.

9.00pm

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MINUTES

Meeting: Warminster Area Board
Place: Warminster Library, Three Horseshoes Walk, BA12 9BT
Date: 11 October 2023
Start Time: 7.00 pm
Finish Time: 9.05 pm

Please direct any enquiries on these minutes to: Ben Fielding - Senior Democratic Services Officer 01225 718656, benjamin.fielding@wiltshire.gov.uk, (Tel): 01225 718656 or (e-mail) Benjamin.fielding@wiltshire.gov.uk

Papers available on the Council's website at www.wiltshire.gov.uk

In Attendance:

Wiltshire Councillors

Cllr Tony Jackson, Warminster Broadway, Cllr Bill Parks, Warminster North & Rural, Cllr Andrew Davis, Warminster East, Cllr Christopher Newbury (Vice-Chairman), Wylde Valley, Cllr Pip Ridout (Chairman), Warminster West

Wiltshire Council Officers

Caroline LeQuesne, Area Board Delivery Officer
Dominic Argar, Assistant Multimedia Officer
Ben Fielding, Senior Democratic Services Officer
Lizzie Watkin, Director Finance

Town and Parish Councils

Warminster Town Council, Corsley Parish Council, Upton Scudamore Parish Council, Longbridge Deverill Parish Council, Sutton Veny Parish Council, Maiden Bradley Parish Council, Chapmanslade Parish Council

Partners

Dave Reeves, Warminster Health and Wellbeing Forum
Inspector Kevin Harmsworth, Wiltshire Police
Mark Hillier, Station Manager Dorset & Wiltshire Fire and Rescue Service

Total in attendance: 35

<u>Minute No..</u>	<u>Summary of Issues Discussed and Decision</u>
1.	<p><u>Apologies</u></p> <p>Apologies for absence were received from Heather Parks, Clerk of Sutton Veny Parish Council.</p>
2.	<p><u>Minutes</u></p> <p>The minutes of the meeting held on 13 July 2023 were presented for consideration and it was;</p> <p><u>Resolved:</u></p> <p>To approve and sign as a true and correct record of the minutes of the meeting held on 13 July 2023.</p>
3.	<p><u>Declarations of Interest</u></p> <p>In relation to Item 11, Community Area Grants – Cllr Pip Ridout declared an Other Registerable Interest (ORI) in relation to being the Treasurer for Grovelands Countryside and Wildlife Volunteers. As set out in the Code of Conduct, she did not take part in the vote or discussion on the item.</p> <p>In relation to Item 11, Community Area Grants – Cllr Tony Jackson declared an Other Registerable Interest (ORI) in relation to being a Trustee of the Warminster Health and Wellbeing Forum. He chose to remain in the room but did not take part in the vote or discussion on the item.</p>
4.	<p><u>Chairman's Announcements</u></p> <p>The Chairman of the Area Board made the following announcements:</p> <ul style="list-style-type: none"> • The next meeting of the Area Board on 23 January 2024 would be a Highways themed meeting, with only urgent business to be considered. • The meeting set to take place on 21 March 2024 would be a standard business meeting with grant applications to be heard at the start of the meeting.
5.	<p><u>Information Items</u></p> <p>The Chairman of the Area Board drew attention to the following information items, which were contained in the agenda pack:</p> <ul style="list-style-type: none"> • Community First • Healthwatch Wiltshire • Update from BSW Together (Integrated Care System) • Wiltshire Local Plan Review – A session was set to take place at

	<p>Warminster Sports Centre on 18 October for discussions.</p> <ul style="list-style-type: none"> • Wiltshire Life Awards 2024
6.	<p><u>Partner and Community Updates</u></p> <p>Updates were received from the following partners:</p> <ul style="list-style-type: none"> • Wiltshire Police <p>The Area Board noted a written updates attached to the agenda and supplement. In addition, Inspector Kevin Harmsworth provided a verbal update which covered the following points:</p> <ul style="list-style-type: none"> • An overview of the Local Priorities and updates was provided, including the following areas which had been included within the agenda pack: Antisocial behaviour in the town centre, Rural Crime, Road Safety and Community Engagement. • Residents were encouraged to report any forms of anti-social behaviour. • It was noted that most crime types had remained low however there had been a spike in missing young people, with it detailed that for each missing person a dedicated investigation was set up followed by a safeguarding wraparound for the family involved. <p>After the verbal update, there was time for the following questions and points to be made:</p> <ul style="list-style-type: none"> • Clarity was provided that the mobile police vans would be similar size to a mobile library and would have a toilet as well as facilities to make hot drinks. • A discussion took place regarding the sharing of police content on social media, with it noted that the force was looking to recruit to provide data for specific postcodes. It was additionally agreed that the Police would check the ability for residents to share posts. • A resident wished to get in touch with the local equality and diversity officer, to which it was suggested that they contact the following email address: WarminsterAreaCPT@wiltshire.police.uk • Clarity was provided regarding speeding that civilian enforcement officers take speed guns out with the evidence captured able to be used towards prosecutions. • It was noted that Inspector Harmsworth had 46 officers and staff across his neighbourhood and response teams, with a view to achieving further numbers through recruitment. The PCC also noted that the Police had 162 more officers than they did two years ago and were currently running at 95% attendance. • It was stated that wrap around outreach support was offered for youth vandalism crimes, involving health services, schools and any organisations the police might feel are appropriate. <ul style="list-style-type: none"> • Warminster Community Police Task Group (CPTG) <p>The Area Board noted a written update attached to the agenda supplement.</p>

	<ul style="list-style-type: none"> • Warminster Health and Wellbeing Forum The Area Board noted a written update attached to the agenda. • Dorset & Wiltshire Fire and Rescue Service Station Manager Mark Hillier, provided a verbal update which covered the following points: <ul style="list-style-type: none"> • The service had tried to reduce risk and harm in communities by targeting those who might be vulnerable and do not have smoke detectors, with Safe and Well visits able to be booked by request online. • Work had taken place with local businesses to protect them from fire, with visits also able to be booked online. • Warminster was a very well recruited station, with it noted that the Station Watch Manager was set to retire after 42 years of service. • There had been no spike in incidents or incidents of interest. <p>After the verbal update, there was time for the following questions and points to be made:</p> <ul style="list-style-type: none"> • It was clarified that if someone wanted to book a Safe and Well visit the best place to do so would be the Service website: <u>Dorset & Wiltshire Fire Service (dwfire.org.uk)</u> • Town and Parish Council Nominated Representative The Area Board received a verbal update from Nikki Spreadbury-Clews on behalf of Upton Scudamore Parish Council. Cllr Bill Parks was thanked for his work and for being responsive and proactive. Thanks, were also given to the LHFIG for providing bus shelters which were keeping people dry in adverse weather.
7.	<p><u>Wiltshire Police and Crime Commissioner</u></p> <p><i>Cllr Christopher Newbury took Chair of the meeting at this point.</i></p> <p>The Area Board received an update from Wiltshire Police and Crime Commissioner (PCC), Philip Wilkinson. The update covered the following matters:</p> <ul style="list-style-type: none"> • An overview of the role of the PCC was provided, with it noted that his job was to hold the Chief Constable and Police force to account for the delivery of an effective policing service. • When the PCC arrived in his post, radical reform was needed, and this was highlighted when Wiltshire Police was placed into special measures “engage” in summer 2022. • The PCC listened to residents of Swindon and Wiltshire to produce a police and crime plan. • The Police operational model had been improved with more officers now on the frontline to improve outreach as well as that two mobile Police stations had been funded. • It was highlighted that an area for improvement was the response times to 101 calls in the call centre, however the Chief Constable had put

radical reforms in place with increased staffing, new technology and better shift systems. The PCC now also received a daily report on response times and huge improvement has been made.

- Regarding drugs and County Lines, collaborative work (Operation Scorpion) had taken place with all five Police forces across the Southwest, with all five of the forces now within the top ten performing forces nationally for County line disruption. Currently Wiltshire is the top performing force in this area.
- It was highlighted that for high harm violence crimes, Wiltshire had previously been one of the lowest performing forces with a 2% success rate, however this had now risen to 12/13% with the Chief Constable focused on driving performance.
- More work was being conducted towards victim support, with the force looking to better engage with victims as well as preventative and early engagement action.
- The rural crime team had now been expanded as well as having new equipment, with an aim of targeting organised crime groups in the county and a piece of collaborative work with the other Southwest forces set to follow.
- It was outlined that in 2021 Wiltshire Police had issued 192 speeding tickets, compared to this year where over 6,000 tickets had already been issued.

After the verbal update, there was time for the following questions and points to be made:

- Gratitude was placed towards the work conducted by the PCC.
- Praise was placed for the SID data programme, which had been very encouraging in areas such as Chapmanslade.
- Concern was raised from representatives of Corsley, Chapmanslade and Maiden Bradley, who reported that they had experienced issues with lorry weight limit enforcement in their areas; with examples cited of HGVs climbing pavements and often speeding with heavy freight. The PCC noted these concerns and stated that he would speak with colleagues to produce a comprehensive solution to the problem, with more money promised to assist such concerns. It was also noted that in the Devizes Police Headquarters, data and resources were available on a 24-hour basis.
- Further concern was raised regarding lorries speeding, to which the PCC noted this could be addressed through the local team or by a specialist team. Project Zero cited as a particular operation which could be used to help.
- Clarity was provided regarding the number of officers recruited by Wiltshire Police, with it cited that 162 officers had been recruited over the past two years and that retention levels had levelled with better leadership now provided by the new Chief Constable.
- It was stated that though Wiltshire had the second lowest crime rate per capita in the country, residents should report crime as it was likely that

	there was a lot of instances that the Police were not aware of.
8.	<p><u>Warminster Garrison</u></p> <p>The Area Board received an update from Colonel Roy Jones on behalf of the Warminster Garrison. The update included the following points:</p> <ul style="list-style-type: none"> • It was outlined that the Councillors were key links between the Garrison and the community of Warminster. • Currently there was 1,100 soldiers and families who live in the Warminster Community. • The culture and purpose of Garrison was outlined, including an overview of the workforce dynamic and site map. • It was noted that the Garrison was set to increase in size in August 2024 with a new unit of 250 soldiers and families set to join as an Experimentation Battalion with a need to use local services such as schools and health care. • A working group had recently taken place with local groups regarding environment and conservation. • The Garrison offered NATO support to Ukraine by training over 30,000 Ukrainian frontline soldiers who had spent 8 weeks at Knook Camp before moving to the frontline. • Events which had taken place at the Garrison Community Centre were outlined. • Following the success of the event held in 2022, the Garrison was set to host a Health and Wellbeing Fair on 31 July 2024, which would be free to attend. <p>After the verbal update, there was time for the following questions and points to be made:</p> <ul style="list-style-type: none"> • It was clarified that the Garrison had its own medical centre, however the families had a choice whether they use this or not. Additionally, the new battalion would be bringing their own doctor to supplement the medical centre. • Regarding veterans, it was noted that Project Obelisk was set to take place involving the creation of an obelisks to represent soldiers. The obelisk would be carved by veterans and would be detailed with the Kings Cipher, with the hope of a royal visit to mark the obelisk as complete. • It was agreed that the Garrison would provide a quarterly update of local activity to the Area Board.
9.	<p><u>Scottish & Southern Electricity Priority Service</u></p> <p>The Area Board received a presentation from Melanie Grace on Scottish & Southern Electricity's Priority Service. The presentation covered the following matters:</p>

	<ul style="list-style-type: none"> • It was outlined that the Priority Service Register was available for everyone regardless of who they pay their bills to and was for people who might need extra support during power cuts with the register assisting SSE to know who might need support. • The area covered by SSE in the southwest was outlined. • The eligibility criteria for the register were outlined and included within the agenda pack. • The service aimed to provide emergency power supplies, be proactive in contacting those registered, provide tailored safety advice to individual needs and offer a password protected service. • Information was provided relating to Home Emergency plans, with it noted that they hold key details, checklists, and contact information in one safe place. <p>After the presentation there was time for the following questions and points to be made:</p> <ul style="list-style-type: none"> • It was clarified that Warminster was within the “Ridgeway” region, with the nearest SSE depot being Melksham. • Should an incident take place on the boarder of another region, different colleagues and depots would work together. • The best way to get onto the register would be to complete a freepost leaflet, or by using the careline: 0800 622 838 or website: Priority Services Register - SSE Energy Services • It was noted that many local villages did not have strong phone signal or WIFI connectivity, to which it was stated that the service was aware of this. • It was stated that local Community Emergency Teams established within parishes and villages should be aware of who is on the register. • Praise was provided for the service from a member who had been provided with updates from the service during a power cut last year.
10.	<p><u>Area Board Local Priorities</u></p> <p>A discussion took place regarding the Area Board Local Priorities.</p> <p>After which, it was:</p> <p><u>Decision:</u></p> <p>Agreed that the following Local Priorities be adopted by Warminster Area Board for the year 2023/2024:</p> <ol style="list-style-type: none"> 1. Improving outcomes and positive activities for Young people 2. Health and Wellbeing 3. Environment, Biodiversity, and sustainability 4. Community Safety

	<p>5. Transport and Access</p> <p>Agreed that the following Councillors would take the lead on the following Local Priority areas:</p> <ol style="list-style-type: none"> 1. Improving outcomes and positive activities for Young people – Cllr Andrew Davis 2. Health and Wellbeing – No councillor was appointed with the Area Board set to discuss this at a later date. 3. Environment, Biodiversity, and sustainability – Cllr Tony Jackson 4. Community Safety – Cllr Pip Ridout 5. Transport and Access – Cllr Bill Parks
11.	<p><u>Area Board Funding</u></p> <p>The Area Board considered the following applications for funding:</p> <p><u>Community Area Grants:</u></p> <p>Grovelands Countryside and Wildlife Volunteers - £2,500 towards Grovelands Countryside and Wildlife Site Mowing Project.</p> <p><i>Cllr Pip Ridout vacated the room during the discussion regarding the application as well the vote.</i></p> <p><u>Decision:</u></p> <p>Grovelands Countryside and Wildlife Volunteers was awarded £2,500 towards Grovelands Countryside and Wildlife Site Mowing Project.</p> <p>Moved – Cllr Bill Parks Seconded – Cllr Andrew Davis</p> <p><u>Reason</u> – <i>The application met the Community Area Grants Criteria 2023/24.</i></p> <p>Warminster Action Group – £ 4,997.78 towards Warminster Community Shed.</p> <p><u>Decision:</u></p> <p>Warminster Action Group was awarded £4,997.78 towards Warminster Community Shed. This was split between the Community Area Grants Budget (£2,500) and the Older & Vulnerable Grants Budget (£2,497.78) subject to approval by the Strategic Engagement Partnerships Officer.</p> <p>Moved – Cllr Pip Ridout Seconded – Cllr Andrew Davis</p> <p><u>Reason</u> – <i>The application met the Community Area Grants Criteria 2023/24.</i></p>

Older & Vulnerable Grants:

Wiltshire Music Centre – £1,500 towards Celebrating Age Wiltshire.

Decision:

Wiltshire Music Centre was awarded £1,500 towards Celebrating Age Wiltshire.

Moved – Cllr Andrew Davis

Seconded – Cllr Christopher Newbury

Reason – The application met the Community Area Grants Criteria 2023/24.

Warminster Area Health and Wellbeing Forum - £500 towards Digital inclusion in the Warminster Area.

Cllr Tony Jackson remained in the room during the discussion and abstained from the vote.

Decision:

Warminster Area Health and Wellbeing Forum was awarded £500 towards Digital inclusion in the Warminster Area.

Moved – Cllr Pip Ridout

Seconded – Cllr Andrew Davis

Reason – The application met the Community Area Grants Criteria 2023/24.

Longbridge Deverill Parish Council – £1,000 towards Defibrillator.

Decision:

Longbridge Deverill Parish Council was awarded £1,000 towards Defibrillator.

Moved – Cllr Christopher Newbury

Seconded – Cllr Bill Parks

Reason – The application met the Community Area Grants Criteria 2023/24.

Youth Grants:

Warminster youth club – £4,093.50 towards Warminster youth club core costs.

Decision:

	<p>Warminster Youth Club was awarded £4,093.50 towards Warminster youth club core costs.</p> <p>Moved – Cllr Andrew Davis Seconded – Cllr Pip Ridout</p> <p><i>Reason – The application met the Community Area Grants Criteria 2023/24.</i></p> <p>2238 Warminster Squadron Air Cadets - £850 towards Warminster Air Cadets MTA Kits.</p> <p><u>Decision:</u></p> <p>2238 Warminster Squadron Air Cadets was awarded £850 towards Warminster Air Cadets MTA Kits.</p> <p>Moved – Cllr Andrew Davis Seconded – Cllr Bill Parks</p> <p><i>Reason – The application met the Community Area Grants Criteria 2023/24.</i></p>
12.	<p><u>Local Highways and Footpath Improvement Group (LHFIG)</u></p> <p>Cllr Bill Parks introduced the minutes and recommendations from the LHFIG meeting held on 17 July 2023.</p> <p>After which, it was;</p> <p>Resolved:</p> <p>The minutes of the Local Highways and Footway Improvement Group meeting held on 17 July 2023 were agreed as a correct record and the spending recommendations within were approved.</p>
13.	<p><u>Close and Future Dates</u></p> <p>The date of the next meeting is 23 January 2023, which would be a Highways themed meeting.</p>

Warminster Area Grant Report

Purpose of the Report

1. To provide details of the grant applications made to the Warminster Area Board. These could include:
 - community area grants
 - youth grants
 - older and vulnerable people grants
 - area board initiatives
2. To document any recommendations provided through sub groups.

Area Board Current Financial Position

	Community Area Grants	Youth Grants	Older and Vulnerable People Grants
Opening Balance For 2023/24	£ 21,559.00	£ 19,457.00	£ 7,700.00
Awarded To Date	£ 15,203.35	£ 7,233.50	£ 5,497.78
Current Balance	£ 6,355.65	£ 12,233.50	£ 2,202.22
Balance if all grants are agreed based on recommendations	£ -9661.42	£ 6583.50	£ 942.22

Grant Funding Application Summary

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG1479	Area Board Initiative	Warminster Area Board	Environment And Sustainability Exhibition	£500.00	£500.00
Project Summary: Public exhibition for all Area Board residents. Exhibitors to include statutory bodies and local volunteer organisations					
ABG1289	Community Area Grant	St Lawrence Chapel Warminster	St Lawrence Chapel Front Pillar	£4150.00	£2000.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p>Project Summary: St Lawrence Chapel has been owned by the Town since 1575. We are a community owned space run by volunteers. Whilst the chapel is in generally good repair, we need to re-build the front pillar. The pillar is leaning and it needs to be taken down and rebuilt to ensure it safely remains upright. The pillar is part of the garden area which is used by many organisations that use the space for fundraising events and we would like to see this repaired to ensure full safety of all users. Listing building approval is not required but we do need to submit a summary of work to the conservation officer. The total cost of the work is £4150 and the Chapel is requesting 50% of the cost at £2075.</p>					
ABG1413	Community Area Grant	Selwood Housing	Westleigh Community CCTV Project	£20000.00	£5000.00
<p>Project Summary: Since 2018, Selwood Housing have introduced a series of initiatives to improve the safety, environment and aesthetic appearance of the Westleigh estate. Anti-Social Behaviour has been a central issue and concern on the estate for a number of years. Drug use and supply, threats and intimidation, speeding and unroadworthy vehicles are among the main priorities that residents face and would like to see reduced and resolved. It is clear that the behaviour puts a strain on the resources of Selwood Housing and partner agencies such as the Police and local authority. We are proposing the installation of CCTV to cover the highways, pavements, garage and parking forecourts, entrances and egress so that the area can be monitored and evidence of ASB gathered. This will help provide an effective response to incidents quickly. This will have a positive effect and increase the wellbeing and safety of residents; not only Selwood Housing customers, but also private home owners and tenants who make up a large proportion of residents on the Westleigh estate. Access to Princecroft Primary School, including The Hive Nursery is located on the estate. They receive a number of complaints from parents witnessing ASB when taking their children to and from the school.</p>					
ABG1470	Community Area Grant	Heytesbury and Sutton Veny Cricket Club	Sutton Veny Cricket Pitch Ground Equipment and Rain Covers	£9062.14	£4531.07
<p>Project Summary: Heytesbury & Sutton Veny Cricket Club need to urgently replace the pitch covers which protect the ground against rain prior to or during a match. The existing covers have passed their life expectancy (now 7 years old with a life expectancy of 5 years).The frames are rusty and the fabric has been compromised (UV degradation mainly). Funds will also be used to purchase a new Scarifier- essential for pitch preparation. A generator will provide additional power to service the lights etc (the club house is off grid). The continued expansion of the Club's membership into the community; in the last four years we have added Women's softball cricket, boys and girls cricket at Under 13 and Under 11, and a newly formed Under 15 team for 2024. Although this growth is widely received by the community of the Upper Wyleye Valley and Warminster area, it has put considerable additional burden on our grounds facilities and ability to deliver this much sport. This new equipment will help in this.</p>					
ABG1509	Community Area Grant	Heytesbury and Codford Football club	Football goal nets and Aerator	£486.00	£486.00
<p>Project Summary: To buy a pair of goal nets for Heytesbury & Codford Football club. Would be used by both the adult football team playing in the Trowbridge & District League and the Under 18's Team playing in the Mid Wilts Youth & Minor League. To purchase an Aerator to improve drainage and increase grass growth and general maintenance of the pitch.</p>					

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
ABG1513	Community Area Grant	Warminster Athenaeum Trust	Building access control and security	£8000.00	£4000.00
Project Summary: New keypad/fob security system for entry/exit control and CCTV for monitoring community spaces.					
ABG1517	Older and Vulnerable Adults Funding	Alzheimers Support	Old Silk Works dementia day club supporting local people living with dementia	£3080.00	£1260.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p>Project Summary:</p> <p>Engaging with people with dementia and their carers in the most humane loving way possible is Alzheimer's Support's core methodology, treating the people we support and their carers as distinct individuals with their own life stories - not just service users. One of our most popular services are our four award-winning day clubs that follow our trademark formula of small group activities, a relaxed informal atmosphere and high staff ratios allowing everyone to follow their own preferences. A full day out in a supportive, stimulating environment is hugely beneficial to people living with dementia and provides a real break for family carers. Our clubs are run by specialist staff and trained volunteers who focus on the person rather than the dementia. Boosting confidence, building relationships and creating opportunities for social engagement are at the heart of their ethos. A perfect example of this ethos in action is provided by our day club based on the site of the former silk works on Beech Avenue, BA12 8LX. Old Silk Works day club opened in May 2018 after an extraordinary collaboration between the local Warminster community and Alzheimer's Support. After a two-year search for the right building, we remodelled and renovated the Victorian mill in a nine-month project. We were supported by local fundraisers and an amazing team of volunteers who helped with everything from project management and painting and decorating to equipping the new club. The club has space for 13 members each day and follows our trademark formula of small group activities, a relaxed informal atmosphere and high staff ratios allowing everyone to follow their own preferences. The first thing you'll notice as you enter the Old Silk Works is the light and sheer size of the club. The space is thoughtfully laid out with a large main activity area, an open plan kitchen and members' art on the walls. An indoor garden area (complete with water feature) allows members to experience more natural surroundings. There is also a quiet lounge area with retro furniture and fittings. In 2019, the club won Best Dementia Design at the National Dementia Care awards. No two days are the same at Old Silk Works, with activities tailored very much to members' own interests. General activities include art therapy, cookery, board games, reminiscence, dance, poetry readings, photography and much more, alongside plenty of chat and laughter. The club is keen to forge close links with the local community with visiting speakers and entertainers welcomed. Lunch is prepared from fresh ingredients each day in the club's open plan kitchen, with members getting involved with preparations if they wish to. Members are joined twice a week by therapy whippets Higby and Dottie and by other local volunteer dogs on other days of the week. A full day out in a supportive, stimulating environment is hugely beneficial to people living with dementia and also provides a real break for family carers. They often tell us that the clubs, and the respite they provide, is the one thing that allows them to continue caring for longer in their own homes: "Dad loved his time at Old Silk Works. It was always the highlight of his week." "Dad's days with you all truly were "the best days of the week" and he absolutely loved coming to the club. He felt relaxed with you all, loved the fun and craziness, and also enjoyed the banter!" "It is such an amazing place filled with mischief, joy and love," "When I came to the club I was treated with such understanding and kindness. I saw others who were much further along and they were treated the same. I realised then there wasn't anything to be frightened of as I would be treated like that too. I have never felt so comfortable in my life as when I'm in the club and couldn't be happier when I'm here. It has changed how I feel about dementia and it has changed my life." Our Old Silk Works day club has clear benefits for those living with dementia, not least by encouraging them to get out of their homes and become more socially active. As a dementia carer myself, I can attest to the real risk of becoming incrementally more isolated as your loved one becomes increasingly unwilling to get out of the house. Having a regular event to look forward to, especially one that gets you both out of the house where you know that your loved one will be in a safe and fun environment becomes one, if not THE highlight of your week. We charge members £52 per person, per day towards running costs but this is subsidised and we need to find £36 per person, per day to meet the full £88 costs. We are now asking the Board to consider supporting this shortfall for up to 35 day's-worth of visits with a grant of up to £1,260, thus enabling us to continue this vital programme, although we would of course be very appreciative of any level of support. The Board's support would not only help our day club members but also their carers, for whom these six hours may be the only break they get all week – that's 210 hours of respite for £1,260.</p>					
ABG1506	Youth Grant	Warminster Town Council	Warminster Town Councils Youth Activities Programme	£10000.00	£5000.00

Application Reference	Grant Type	Applicant	Project	Total Cost	Requested
<p>Project Summary: We have arranged with Wiltshire Outdoor Learning Team (WOLT) for them to run free Canoe and Kayaking sessions on the town park lake. We have also arranged with a local tennis coach for them to provide free tennis coaching to youths in the town park. These free sessions will give the children the opportunity to get outside and for many try an activity they would not otherwise have been able to try. We will be providing youth outreach work, using mobile teams and a youth engagement bus.</p>					
ABG1536	Youth Grant	Horningsham Parish Council	Horningsham Youth Winter Play Provision	£4170.00	£150.00
<p>Project Summary: Two basketball hoops will be sited within the hard surface tennis court area to give the children/teenagers an all year-round activity area and enable the Primary School to access this facility as part of their PE provision.</p>					

Background

3. Area Boards have authority to approve funding under powers delegated to them. Under the Scheme of Delegation Area Boards must adhere to the Area Board Funding and Grants Criteria. This document is available on the council's website.
4. Three funding streams are available to the Area Board, each with an annually awarded amount. These funding streams are as follows:
 - Community Area Grants (capital)
 - Youth Grants (revenue)
 - Older and Vulnerable People Grants (revenue)
5. The Area Board will be advised of the funding available prior to their first meeting of each financial year.

Main Considerations

6. Councillors need to be satisfied that the applications meet the requirements as set out in the Area Board Funding and Grants Criteria and that the health and wellbeing and young persons funding guidelines have been adhered to.
7. Councillors must ensure that the distribution of funding is in accordance with the Scheme of Delegation to Area Boards.
8. Councillors need to consider any recommendations made by sub groups of the Area Boards.

Safeguarding Implications

9. The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

Public Health Implications

10. The Area Board has ensured that the necessary policies and procedures are in place to safeguard children, young people and vulnerable adults.

Environmental & Climate Change Implications

11. Grant funding will contribute to the continuance and/or improvement of cultural, social and community activity and wellbeing in the community area, the extent of which will be dependent upon the individual project.

Financial Implications

12. Councillors must ensure that the Area Board has sufficient funding available to cover the grants awarded.

Legal Implications

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

Workforce Implications

14. There are no specific human resources implications related to this report.

Equalities Implications

15. Community Area Boards must fully consider the equality impacts of their decisions in order to meet the Council's Public Sector Equality Duty.
16. Community Area Grants will give local community and voluntary groups, Town and Parish Councils equal opportunity to receive funding towards community based projects and schemes where they meet the funding criteria.

Proposals

17. To consider and determine the applications for grant funding.

Report Author

- Liam Cripps, Strategic Engagement and Partnership Manager, Liam.Cripps@wiltshire.gov.uk

No unpublished documents have been relied upon in the preparation of this report.

25th October 2023 Meeting (Microsoft Teams) – MINUTES

	Item	Update from previous meeting	Actions & Recommendations	Who
	1. Attendees, Apologies & Introductions			
Page 23	Present	Bill Parks (Chair/WC), Sarah Dearden (WC) Denise Nott (WC) Lee Haine (WC) TonyJackson (WTC/WC) Malcolm Pryor (USPC) Philip Holihead (ChapPC) Sarah Jefferies (HorPC) Jane Bell (ChitPC) Julia Hendrickse (ChitPC) Anthony Potter (BPC) Jamie Fagan (UDPC) Tom Dommatt (WTC) Simon Wager (MBPC) Alan Russell (SVPC) Jill Adams (B/SPC) David Ball (CorPC) Nick Barton (SVPC) Vanessa Sturmeay (HeyPC) Kate Plastow (LDPC)		
	Apologies	Andrew Cummings (ULPC) Karungi Grant (CodPC)		
	2. Notes of the last meeting			
		The minutes of the previous meeting held on the 17 th July 2023 were accepted and agreed.	Noted and agreed.	

	Item	Update from previous meeting	Actions & Recommendations	Who
3.	Finance			
		<p>Refer to finance sheet for details:</p> <p>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</p> <ul style="list-style-type: none"> - Julys agreed contributions - Total remaining budget (subject to Area Board approval) = £26,248.63 	Noted and agreed.	
Page 24	Scheme List			
4.1	<p>17-21-14 (16/8/21) Upton Scudamore, A350 – Bus shelters</p> <p>17-22-8 Upton Scudamore – A350 Bus Shelter</p>	<p>The two bus shelters on the A350 at Upton Scudamore towards Warminster and Westbury, have no sides and passengers waiting are open to all the elements on a fast and busy road. It has become more apparent as School children now have to get the bus as opposed to a taxi pick them up.</p> <p>Update: Order placed. Costs confirmed as £8,464 LHFIG (75%) = £6,348 USPC (25%) = £2,116 Installation date due 5-7th July 2023 Invoice to be paid when complete.</p> <p>17-22-8 site to be checked ref end panel.</p>	<p>Discussion and action Works all completed on site. Invoicing to be completed when oracle up and running. Can be removed from next agenda.</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
4.2	17-21-16 (26/9/21) Sutton Veny - SIDs	<p>Update: New survey locations agreed with SVPC and requested with Traffic Survey Team.</p> <p>UPDATE: Results of metrocounts = 2x sites NFA, 2x sites meet criteria for SID/CSW, 1x Site for Police enforcement.</p> <p>Cost up NAL socket/posts for 2 x SID sites (SD)</p> <p>Refer Police Enforcement site to Wiltshire Police (community safety Partnership)(SVPC)</p> <p>Cost estimate for 2x sid posts £1,150</p> <p>PC 25% contribution £287.50</p> <p>LHFIG contribution 75% £862.50</p> <p>All contributions agreed – to be ordered</p> <p>Denise to meet/liaise with PC on locations.</p>	<p>Discussion and action</p> <p>Denise sent location plans to SD.</p> <p>Area board agreed funding, order to be placed.</p>	SD
4.3	17-22-2 (14/01/22) Corsley A362 SID posts	<p>Request for SID sockets at sites that met criteria</p> <p>Update: Metrocount results show 1x site meets criteria for SID/CSW 1x site NFA</p> <p>Cost estimate for 1x sid posts £876</p> <p>PC 25% contribution £219</p> <p>LHFIG contribution 75% £657</p> <p>All contributions agreed – to be ordered</p> <p>Denise to meet/liaise with PC on locations.</p>	<p>Discussion and action</p> <p>Denise sent location plans to SD.</p> <p>Area board agreed funding, order to be placed.</p>	SD
4.4	17-22-3 (19/01/22) Corsley A362 horse warning signs	<p>Request for horse warning signs A362 Corsley. Site meeting held June 2022. Please see attached proposal plan for discussion. Cost estimate to supply & install two warning signs is in the region of £1,200 (LHFIG = £900, 25% contribution = £300). Agreed by all.</p>	<p>Discussion and action</p> <p>Problems with signing deliveries, BP and SD chased. Sd to keep chasing.</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		Update: Works order placed with contractor. Carried over to Milestone new order issued. CHASE.		
4.5	17-22-5 (08/06/22) 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) Can be ordered	Discussion and action Area board agreed funding, works order to be placed.	SD
4.6	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, Site visit undertaken during September 2022. Draft signing and road marking proposal attached to agenda for discussion. Cost estimate £1,000 (LHFIG £750, WTC £250). NB: Any extension to waiting restrictions on West Parade would be advertised within WR review batch as mentioned in 5.13 above. Update: KD explained recent correspondence with property owner and damage reported. DN confirmed the illegal wall has been in situ for many years and	Discussion and action Works completed. Arrange invoice. TJ states further issues with HGV's. SD recommends firmer physical solution required. Site visit to be arrange TJ/SD.	SD TJ/SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>without it the property would be likely to gain further damage. Cllr Parks, Cllr Davis and WTC supports revised proposal.</p> <p>Group support proposal and allocated funding to proceed.</p> <p>Extension to WR on West Parade to be included in WR batch as stated in 5.13 above.</p> <p>Works ordered: Signing complete, DYL extension on WRR list, Lining outstanding.</p> <p>New issue with other side of road, site visit required TJ to arrange.</p>		
4.7	17-22-9 A350 Longbridge Deverill - pedestrian safety	<p>Pedestrians are finding it increasingly challenging to cross the A350 safely at the busy junction of the George Inn/Petrol station/Sand St junction. The volume of traffic measured by SID from 19/7 to 26/7 heading south averages 8437 per day and from 26/7 to 8/8 heading north averages 8166 per day. As this is a major trunk road there is a high volume of HGVs. This section of the A350 has a speed limit of 40mph. Arrange site visit with WC engineer to discuss proposals.</p> <p><i>Plans issued to PC, New cost estimate £1,710 PC 25% contribution £428 LHFIG 75% Contribution £1283 All agreed - Can be ordered.</i></p> <p>SD/KP to talk ref: SLOW markings</p>	<p>Discussion and action</p> <p>Funding agreed by area board, works order to be placed.</p>	SD
4.8	17-22-11 A3098 Chapmanslade Primary School	<p>CPC in talks with Martin Rose regarding the possibility of creating a lower risk space in village centre near the primary school. MR advised 2 possible solutions on the A road:</p> <p>A) Small abutment of the footway into the road to calm traffic.</p>	<p>Discussion and action</p> <p>Works complete and passed to TAOSJ team.</p> <p>Work to be invoiced. Remove from agenda</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>B) Area of the High St adjacent to the school for a 20mph speed limit during school times.</p> <p>UPDATE: Scheme would require Topographical Survey at an estimated cost of £2000. LHFIG agree contribution of £1500 (75%) ChapPC agree £500 (£25%) 20mph at school times refer to TAOSJ Topo quote £3050 PC 25% contribution £762.50 LHFIG 75% contribution £2287.50 All agreed topo ordered and be passed to TAOSJ team for progression.</p>		
Page 28	4.9 Waiting restriction review 23/24 Batch 001	<p>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 With TRO team for advert.</p>	Discussion and action TRO on advert November.	
4.10	17-22-22 Warminster Ash Walk Lane-HGV Issues	<p>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.</p>	Discussion and action WTC agreed their 25% contribution of £115, LHFIG agreed their 75% contribution of £345. Order to be placed.	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
4.11	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. Site to be looked at when officer time allows No representative from Boyton/Sherrington at LHFIG. Denise to contact Cllr Newbury regarding issue.	Discussion and action Jill Adams explains problems with HGVs, Jill to send SD more info/location plan of area to be looked at.	JA
4.12	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. Site to be looked at when officer time allows Initial site visit undertaken	Discussion and action SD completed site visit and doesn't think there is an easy solution if any, site will be looked at in more detail when officer time allows.	SD
Page 29 4.13	17-22-25 Codford Salisbury Road- Speeding issues	Apparent speeding vehicles along Salisbury Road, especially between 4-10pm. Site to be looked at when officer time allows No representation from Codford PC to progress issue.	Discussion and action Group agreed to remove issue from agenda due to no Codford representation at LHFIG for 1+ years	
4.14	17-22-26 Codford Salisbury Road-Street Lighting	No lighting on footway near residents' home, street light request. Site to be looked at when officer time allows No representation from Codford PC to progress issue.	Discussion and action Group agreed to remove issue from agenda due to no Codford representation at LHFIG for 1+ years	
4.15	17-22-29 Warminster Bradley Road- speeding issues	Request for a 30mph speed limit WTC(TD) to order Metrocount WTC to send metrocount results to SD Tom Dommett states metrocount results not received as yet, will forward to SD when ready	Discussion and action No action at present, TD to send metrocount data when received .	TD
4.16	17-23-1 Corsley A362 to A36 Picket Post R/A-HGV Signing	More HGV signing required due to non-compliance of 18T weight Limit. To be look at when officer time allows. Incorrect 17T sign needs replacing and	Discussion and action SD to chase PR for update on new sign being installed as part of the A362 signing route study.	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		relocated potentially. LHFIG agree contribution of £1000. SD/BP to speak to Dave T- New 18t sign to be ordered in new location.	Denise agree to get vegetation cut back.	DN
4.17	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.	Discussion and action Location plan received cost estimate to be produced. Can be ordered.	SD
4.18	17-23-4 Sutton Veny High Street – Footway improvements	Grassed area in front of notice board to be converted to a hard standing and provide a dropped kerb. Land ownership to be double checked Site visit, design and costs for next meeting. Cost estimate £4,000 PC 25% contribution £1,000 LHFIG 75% contribution £3,000 All agreed can be ordered.	Discussion and action Works ordered, no programmed date as yet.	
4.19	17-23-6 Warminster Foreminster Court/Fore St – Railing removal	Railings along Foreminster Court to be removed to enable residents to park on road easier. Railings originally put in for safety reasons. Site to be looked at when officer time allows. Initial site visit undertaken, design and costs for next meeting.	Discussion and action Cost estimate and design completed, WTC to have further communications to decide how to proceed. Update for next LHFIG meeting.	TD
4.20	17-22-7 Warminster High Street – Blocked access/Bollards	People parking on DYL and KEEP CLEAR road markings, causing access problems. Bollards requested.	Discussion and action WTC agreed their 25% contribution of £375 and LHFIG agreed their 75% contribution of	

	Item	Update from previous meeting	Actions & Recommendations	Who
		Site to be looked at when officer time allows. Possible bollards/Hatching Initial site visit undertaken, design and costs for next meeting.	£1125. Works to be ordered.	SD
4.21	17-23-5 Corsley A362 – Pedestrian crossing	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 Site to be looked at when officer time allows. Site visit to be arranged to look at crossing area.	Discussion and action Corsley PC agreed their 25% contribution of £375 and LHFIFG agree their 75% contribution of £1125. Works to be ordered.	SD
4.22	17-23-11 Bishopstrow Village SID	New Sid post meets guidance at Southern end of village, request for new post/location. – Agreed to add to agenda to be look at when officer time allows.	Discussion and action BPC agree their 25% contribution of £87.50 and LHFIFG agree their 75% contribution of £262.50. Works to be ordered.	SD
4.23	17-23-12 Warminster Norridge View Waiting restrictions	Request for DYL at junction of Grovelands/Norridge View consistent parking up to junction reducing visibility. Agreed to add to agenda to be look at when officer time allows. Will form part of Batch 002, Group agreed to contribute £7000 for Batch 002.	Discussion and action Added to batch 002	
4.24	17-23-13 Warminster Pampas Road WR	Request for DYL in front of properties as causing access issues. Agreed to add to agenda to be look at when officer time allows. Group agreed to contribute £7000 for Batch 002.	Discussion and action Added to batch 002	
4.25	17-23-14 Heytesbury Parsonage Farm Road Marking	Request for SLOW marking approaching Parsonage Farm in attempt to slow vehicles down as poor visibility out of junction. Agreed to add to agenda to be look at when officer time allows.	Discussion and action Site visit to look at area concerned. Costs estimate and design required for next meeting.	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
4.26	17-23-15 Heytesbury Cotley Hill Road markings and village gates	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. Agreed to add to agenda to be look at when officer time allows.-Combine with 17-23-14	Discussion and action Site visit to look at area concerned. Costs estimate and design required for next meeting.	
4.27	17-23-17 Chapmanslade Village Hall Lining	Request for lining in improve visibility from lane leading out of sports hall/village hall. Agreed to add to agenda to be look at when officer time allows.	Discussion and action Site visit, plan and costs for next meeting.	SD
5. NEW ISSUES				
Page 32	5.1	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.		
	5.2	17-23-19 Upton Scudamore HGV issues – HGVs use village as cut through when A36/A350 closed (planned or RTC) Village is narrow, tight corners, no footways, HGVs become stuck and need to reverse. LHFIG agreed to add to schemes list to be looked at when officer time allows.		
	5.3	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.		
	5.4	17-23-21 Corsley Signing – Request for Horse warning signs and “No access to Longleat” signs installed at 5 different lanes. LHFIG agreed to add to schemes list to be looked at when officer time allows.		
	5.5	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 to be looked at when officer time allows.		
	5.6	17-23-23 Heytesbury Greenlands and school – Request for Yellow bus stop markings and waiting restrictions. To be removed TAOSJ scheme		
	5.7	17-23-24 Horningsham RoW works - request for RoW equipment 11xOne way ped gates and delivery £3274 LHFIG agreed to add to schemes list-SD to liaise with Paul Millard.		
	5.8	17-23-25 Warminster West Street/Vicarage Street speeding issues – resident wants a 20mph speed limit or alternatively signing showing speed limit (SID) LHFIG agreed to add to schemes list to be looked at when officer time allows. TD to order metrocounts in first instance.		

	Item	Update from previous meeting	Actions & Recommendations	Who
5.9	17-23-26 Warminster Roman Way Parking issues – vehicles parking opposite entrances on Crusader Park Ind. Est. Parked vehicles causing an obstruction- After discussion it is not advised to implement waiting restrictions at this location, it will simply push the problem up the road and same situation will occur. TD agrees, WTC to contact Motorhome company and politely inform them of the ongoing problems for other businesses. Can be removed from agenda.			
5.10	17-23-27 Warminster Emwell Street Waiting restrictions – request for extension of WR. Added to Batch 002			
5.11	17-23-28 Warminster Upper Marsh Road Waiting restrictions – request for WR and No through road sign WR Added to Batch 002, sign not approved.			
5.12	17-23-29 Chitterne B390 Improvements – Parish Council advised Points A and B on issue form is not a LHFIG issue and advised alternative route. 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. SD to let PC know of previous communications regarding issue.			
5.13	17-23-31 17-Maiden Bradley- 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.			
5.14	17-23-30 Warminster Area RoW works. £3000 required. LHFIG agreed to contribution and added to list			
6.	AOB			
6.1	Wiltshire Council are changing their finance systems so no invoicing will be done until late November at the latest.			
6.2	Next agenda will be a different layout breaking down schemes into different sections for example, live schemes (order issued awaiting or site work started)/ design and costed schemes/ investigation schemes/watching briefs (to be looked at when officer time allows)			
6.3	Please make sure Councils use the correct Highway Issue forms, available from the link on the Wiltshire Council Website. Also make sure that forms have had their issues discussed and agreed at your own council prior to be taken forward to LHFIG. Please also check that the issue hasn't been raised previously and/or already on the agenda, if it is go back to the requester to say the issue has already been raised and do not send the form in to be added to the agenda.			
6.4	Kate had previously sent out meeting dates and request for the whole financial year, I did the same in March for 2023/24, this seems to cause a lot of issues being booked so far in advance so I will send meeting dates out individually for each meeting but the dates for the remaining meetings are: 24th January 2024 10am on Teams. When you receive a request please accept or decline the meeting request so it goes into your diary and you can join the link from there.			

	Item	Update from previous meeting	Actions & Recommendations	Who
6.5	<p>A reminder of the LHFIG process</p> <p>*Member of the public/Town or Parish Council want to report an issue, the Highway Improvement request form is filled out</p> <p>*That form then goes to the relevant Town/Parish Council to be discussed at their next Town/Parish meeting, if councillors agree there is an issue they send the form into lhfigrequests@wiltshire.gov.uk</p> <p>*The form will be recorded/listed and given an issue number e.g. 17-22-1 and sent back to Town/Parish with date of meeting it will be added to the bottom of the agenda (too close to the meeting date and it will be added to the following meeting date)</p> <p>*WC highway engineer (SD) will add issue to agenda</p> <p>*In meeting Town/Parish will inform LHFIG of the recorded issue and decide if it stays on the agenda to be progressed or removed.</p> <p>*Issue will be looked at when officer time allows.</p>			
7.	<p>Agreement of Priority schemes Note: Issues which are 'Greyed out' indicate schemes where orders have been issued but are awaiting implementation.</p> <p>Issues highlighted in Yellow are awaiting approval from the Area board</p> <ol style="list-style-type: none"> 1. 17-21-14 A350 Upton Scudamore bus shelter replacement (Warminster bound shelter)- £8464 (LHFIG - £6348, USPC - £2116) 2. 17-22-2 A362 Corsley SID sockets - £876 (LHFIG - £657, Corsley PC - £219) 3. 17-22-3 A362 Corsley horse warning signs - £1,200 (LHFIG - £900, Corsley PC - £300) 4. 17-22- WR Review Batch 001 for Warminster LHFIG area - £7,000 (£1,750 contribution distribution TBC) 5. 17-20-16 Warminster Factory Lane/West Parade HGV signing & road markings - £1,000 (LHFIG £750, WTC £250). 6. 17-22-8 A350 Upton Scudamore bus shelter replacement (Westbury bound shelter) - £8464 (LHFIG - £6348, USPC - £2116)Add £2475 7. 17-22-9 A350 Longbridge Deverill Pedestrian safety, signs and lines - £1710 (LHFIG £1283, LDPC £428) 8. 17-22-22 Warminster Ash Walk Lane HGV Sign - £600 (LHFIG £450, WTC £150) 9. 17-23-1 Corsley A362 to A36 Picket Post HGV signing - £1000 (LHFIG £750, CPC £250) 10. 17-22-2 Horningsham Nameplates - £2000 (LHFIG £1500, HPC £500) 11. 17-22-11 Chapmanslade Topographical Survey - £3050 (LHFIG £2287.50, CPC £762.50) 12. 17-23-4 Sutton Veny Footway - £4000 (LHFIG £3000, SVPC £1000) 13. 17-21-16 Sutton Veny SID posts - £1,150 (LHFIG £862.50, SVPC £287.50) 14. 17-22-5 Upper Deverills signing improvements - £3,300 (LHFIG £2475, UDPC £825) 15. 17-23-12 Warminster WRR Batch 002 £7,000 (LHFIG £5250, WTC £1750) 16. 17-22-7 Warminster High Street Bollards and Lining £1500 (LHFIG £1125, WTC £375) 17. 17-23-5 Corsley A362 pedestrian improvements £1500 (LHFIG £1125, CPC £375) 18. 17-23-11 Bishopstrow SID £350 (LHFIG £262.50, BPC £87.50) 19. 17-23-24 Horningsham RoW works £3274 20. 17-23-30 Warminster wide RoW works £3000 			

	Item	Update from previous meeting	Actions & Recommendations	Who
8.	Date of Next Meeting 24 th January 2024 10am via MS Teams			

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 Highways funding balance of **£26,248.63**

Legal Implications

There are no specific legal implications related to this report.

HR Implications

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** – none.

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