

## LOCAL HIGHWAY AND FOOTWAY GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	<b>Date of meeting: 19<sup>th</sup> October 2023</b>			
1.	<b>Attendees and apologies</b>			
	<b>Apologies</b>	Gordon King (Chair - Wiltshire Councillor) Suzanne Wickham (Wiltshire Councillor) Carole King (Wiltshire Councillor) Matthew Dean (Wiltshire Councillor) Michael Sutton (Westbury Town Council) John Pollard (Edington Parish Council) John Masson (Heywood Parish Council) Sarah Harris (Westbury Town Council officer) Kirsty Rose (Wiltshire Council) Kate Davey (Wiltshire Council)  Jenny Jones (Dilton Marsh Parish Council) Keith Rayward (Bratton Parish Council) Denise Nott (Wiltshire Council) Richard Culverhouse (Heywood Parish Council)		
2.	<b>Notes of last meeting</b>			
		The notes of the last meeting were agreed at the area board on 3 <sup>rd</sup> October 2023.		
3.	<b>Financial Position</b>			
		2023-24 allocation £20,908.00 The available budget at the start of the meeting is <b>£11,300.78</b>		

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		<p>The contribution level for Parish/Town Councils is set at 30%.</p> <p><b>Allocations made at meeting:</b></p> <ul style="list-style-type: none"> <li>No allocations made at this meeting.</li> </ul> <p><b>Remaining budget:     £11,300.78</b></p>		
<b>4.</b>	<b>New Issues / Requests</b>			
a)	<p><b>18-23-12</b> High Street, Dilton Marsh</p>	<p>Parking along the High Street between the Memorial Hall and Fairfield College, the PC has noted that there is a significant increase in parking at this location. Cars are often parked nose to tail along this stretch leading up to the first speed hump (heading towards Westbury) and this is causing severe congestion with cars often backed up as far as the roundabout at St Mary's Lane and the bottom of the Hollow. There are often no pull in spaces between the parked vehicles which makes it even harder for the traffic to maintain a normal flow. The PC would like investigation into suitable options to mitigate this problem such as waiting restrictions.</p>	<p><b>19/10/23</b>            No Dilton Marsh PC representative at meeting.            Group discussion regarding parking and displacement if waiting restrictions are introduced.            Group agreed for site visit to be undertaken at peak time to observe extent of parking issues.            Cllr Wickham to inform KD when an event is planned at Memorial Hall.</p>	<p>KD/SW</p>

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b)	<b>18-23-13</b> Clivey, Dilton Marsh	<p>Parking opposite The Weavers pub is now at significant levels and can run from the corner before the Stormore turning up to the entrance to Shepherds Mead. Cars are often parked nose to tail with no pull in places. This is causing congestion travelling through the village. It is also raising significant highway safety concerns due to a) the speed of vehicles entering the village from the link road to the A36, which means drivers are often upon the line of parked cars with little or not time to stop safely and b) the fact that cars travelling through the village to Westbury are having to pull out and attempt to pass the long line of parked vehicles with little sight of vehicles coming towards them. The PC would like investigation into suitable options to mitigate this problem such as waiting restrictions.</p>	<p><b>19/10/23</b>            No Dilton Marsh PC representative at meeting.            Group discussion regarding parking and displacement if waiting restrictions are introduced.            Group agreed for site visit to be undertaken at peak time to observe extent of parking issues.</p>	KD
c)	<b>18-23-14</b> Slag Lane/Frogmore Road, Westbury	<p>Concerns raised by residents of Slag Lane relating speeding vehicles with children playing near and on the road, lack of footways on corner of Frogmore Road with Slag Lane, concerns over local wildlife from the lake with animals getting onto the road and being put at risk on the Frogmore Road/Slag Lane corner, concerns over lack of signing to highlight the hazard on Slag Lane and Frogmore Road such as wildlife, horse riders and children playing/crossing.</p> <p>Requested solutions include speed humps, signing, road markings, footways, reduction in speed limit and speed cameras.</p>	<p><b>19/10/23</b>            Group discussion on various issues raised for this location and decided to merge this with existing issue for Frogmore Road/Slag Lane which incorporates the substantive bid application.            Group agreed a traffic survey would be beneficial, WTC to order survey. Full survey results to be issued once complete.</p>	WTC

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d)	<b>18-23-15</b> A350 Wellhead Drove/Old Dilton junction, Westbury	<p>Substandard A350 Wellhead / Old Dilton Junction with overfast traffic (and especially HGVs). The HGV limit has been raised from 40mph to 56mph nationally.</p> <p>Request for 40mph speed limit from immediately south of Madbrook Farm/Wellhead Farm.</p>	<p><b>19/10/23</b> KR explained this request would require a speed limit assessment costing £2,900. The last review was completed in 2009 and no changes were recommended, we are unaware of any substantial changes to the surrounding environment since this time, therefore potential for review to have the same outcome. Group discussion on costs vs benefits and decided no further action at this time. WTC to inform requester.</p>	WTC
e)	<b>18-23-16</b> Wellhead Lane, Westbury	<p>Wellhead Lane has no pavement, has speed humps, is restricted to single file traffic in places and yet its speed limit is 30 mph. The lane is used by walkers, children on bikes etc. contending with courier drivers, Sports Centre traffic, teenagers on motorcycle trail bikes, tractors, and residents' vehicles.</p> <p>Exiting from Leighton Green and Acacia Drive into Wellhead Lane is increasingly difficult with poor visibility and traffic travelling down the Lane at speed. Request for reduction in speed limit to 20mph.</p>	<p><b>19/10/23</b> KR explained this request would require a 20mph speed limit assessment costing £2,500. Group discussion on costs vs benefits and decided no further action</p>	WTC

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	Item	Update	Actions and recommendations	Who
			at this time. WTC to inform requester.	
f)	<b>18-23-17</b> All Saints Crescent, Westbury	Concerns regarding parking on the footways blocking the bin storage and restricting access to properties. Request for waiting restrictions.	<b>19/10/23</b> Group discussion regarding parking and displacement if waiting restrictions are introduced. No known complaints relating to refuse vehicles struggling to collect as they park on the verge. Group decided no further action at this time. WTC to inform requester.	WTC
g)	<b>18-23-18</b> Paxmans Road estate, Westbury	The estate is laid out in a very irregular way, all parts of which are in Paxmans Road. Consequently, there is no discernible pattern in the layout of house numbers making the location of any particular property very difficult for visitors, services, and trades people. Request for the installation of signs at various junctions in the estate indicating the direction for particular house numbers.	<b>19/10/23</b> WTC agree in principle and support, but if boundary changes mean location moves to Heywood PC, then they should fund project. Group discussion, all agreed this is not an LHFIFG issue, should be fully funded by PC, therefore no further action. CK committed to informing requester.	CK/WTC

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	Item	Update	Actions and recommendations	Who
<b>5.</b>	Top 5 Priority Schemes			
a)	<p><b>18-19-8, 18-20-26</b> Frogmore Road (From Rosefield Way to Slag Lane).</p> <p><b>18-21-7</b> Slag Lane, Westbury</p>	<p>The substantive bid was not submitted due to concerns by WTC.</p> <p>KR gave a presentation to HP&amp;D outlining the options for this scheme.</p> <p>WTC have confirmed they now wish to proceed with a bid in the next round.</p>	<p><b>19/10/23</b> Contributions have been confirmed, WTC agree £7,000 contribution. KD to submit application form.</p>	KD
b)	<p><b>18-20-4</b> Parking Oldfield Park Westbury (nr 103) – Request for additional parking</p> <p><b>18-20-5</b> Oldfield Park, Westbury - Parking (nr 71)</p> <p><b>18-20-28</b> Westbury Infant School</p>	<p>TRO consultation to take place from 10<sup>th</sup> February until 13<sup>th</sup> March.</p> <p>Concerns around standing water and drainage were discussed. Drainage concerns should be reported via the MyWilts App in the first instance.</p> <p><b>20/04/23</b> Objections to TRO advert received therefore cabinet member report required. This is being prepared. Officer recommendation to proceed as advertised.</p> <p><b>20/07/23</b> Funding for implementation agreed (subject to cabinet member decision) at cost of £2500 (£1750 LHFIFG / £750 WTC). Town council contribution to be agreed.</p>	<p><b>19/10/23</b> Cabinet member report currently being processed. Implementation to follow if approved. Email MD &amp; MS once report is in the 'call-in' phase for them to submit support to Cabinet Member. Gully/flooding issues for DN to confirm if any problems have arisen at this site this year.</p>	<p>KD</p> <p>DN</p>

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	Item	Update	Actions and recommendations	Who
6.	Other Priority schemes			
a)	<b>18-21-3</b> Alfred Street, Westbury – 20mph Speed Limit	<p><b>20/04/23</b> Objections to TRO advert received therefore cabinet member report required. This is being prepared. Officer recommendation to proceed as advertised.</p> <p><b>20/07/23</b> Funding was agreed for implementation (subject to cabinet member decision) at cost of £4000.(£2800 LHFIG / £1200 WTC). Westbury Town Council to confirm contribution.</p>	<p><b>19/10/23</b> Cabinet member report currently being processed. Implementation to follow if approved.</p>	To note
b)	<p><b>18-22-2</b> Haynes Road/Station Rd/The Ham, Westbury</p> <p><b>18-22-3</b> Amazon Way/Station Road junction, Westbury</p>	<p><b>20/04/23</b> Briefing note provided with note tracker outlining scope for improvements.</p> <p>It was agreed to move forward with a detailed review of the Eden Vale Rd/Station Rd/Meadow Lane junction and crossings and the crossing outside the Methodist Church.</p> <p><b>20/07/23</b> Proposal and cost estimate to be prepared for Eden Vale Rd/Station Road area.</p>	<p><b>19/10/23</b> Potential to direct this issue via zebra crossing refurbishment and improvement process separately to LHFIG. All agreed on above, but no timescales can be given, will be added to list. Remove from LHFIG.</p>	KD
c)	<b>18-22-5</b> Springfield Road, Westbury	<p><b>20/04/23</b> KR has made contact with HPH, industrial estate owners, to open discussions regarding land dedication to provide footway on Springfield Road.</p> <p><b>20/07/23</b> Site meeting with HPH to take place on 21<sup>st</sup> July.</p>	<p><b>19/10/23</b> HPH are open to designating land, however there is a significant level difference and vegetation removal to be considered as well as the potential for ecological factors.</p>	

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			<p>The next steps would involve a topographical and ecological survey. As this issue is mainly in relation to school movements a TAOSJ application is advised. Ask Travel Plan advisor to approach Matravers to update plan.</p> <p>Request road marking refresh update from DN.</p> <p>Request WR refresh update from parking services.</p>	<p>KD</p> <p>DN</p> <p>KD</p>
d)	<p><b>18-22-12</b> Oldfield Road, Westbury</p>	<p><b>20/04/23</b> Briefing note attached with proposal. It was agreed to defer a decision regarding funding on this item until the next meeting. KR to determine land ownership.</p> <p><b>20/07/23</b> The land is shown as unregistered therefore legal advice is needed before action can be taken. £3000 funding agreed for extension of 20mph speed limit.</p>	<p><b>19/10/23</b> Legal documents for extension to the 20mph speed limit with the traffic order team for processing. Informal crossing at railway crossing– WC can undertake process to claim land and designate as public maintainable highway to implement.</p>	<p>KD</p>



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e)	<b>18-22-13</b> Gibbs Close, Westbury	<p><b>20/04/23</b> The new road is not adopted however waiting restrictions may still be provided with landowner approval. Waiting restrictions were requested by Highways DC alongside the planning approval however were not formally included in the planning process. The developer has not been required to take this forward.</p> <p><b>20/07/23</b> Waiting restrictions to be included in batch advertisement. H-Bar marking agreed for driveway of no63 Alfred Street.</p>	<p><b>19/10/23</b> Legal documents for waiting restrictions are with the traffic order team for processing. Formal consultation imminent.</p>	To note
f)	<b>18-22-19</b> Vivash Park, Westbury	<p><b>20/04/23</b> It was agreed that preparation of a signing strategy through LHFIFG resources is supported, however WTC should fund implementation in its entirety. KR to await info from the town council following the outcome of the Community Governance Review.</p> <p><b>20/07/23</b> KR to arrange initial meeting.</p>	<p><b>19/10/23</b> Action currently with WTC to confirm a suitable date for a site meeting. WTC to chase site meeting date.</p>	SH
g)	<b>18-23-1</b> Frogmore Road, Westbury (jct with Fore Street)	<p><b>20/04/23</b> CK reported that parking is generally an issue in Fore Street. It was also noted that the hairdressers no longer park in this area due to vandalism of their vehicles. 19 households were approached in relation to residents parking and only 1 household was not in favour. It was agreed that the layout of the junction and potential for parking changes/residents parking would be reviewed.</p> <p><b>20/07/23</b> Site meeting to take place 31<sup>st</sup> July.</p>	<p><b>19/10/23</b> Kirsty and Kate to have a site meeting and discuss options available at this site.</p>	To note

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h)	18-23-4 Bratton Road Westbury – between The Lodge and Cemetery	<p><b>20/04/23</b> KR and GK to undertake site visit to review request and extent of proposed restrictions. Proposal to be shared ahead of next meeting. Restrictions to be advertised as part of batch of restriction requests in Westbury.</p> <p><b>20/07/23</b> Site meeting to take place 31<sup>st</sup> July.</p>	<p><b>19/10/23</b> Potential options include verge marker posts or decorative planters along the verge (maintenance for planters would be the responsibility of Westbury TC). Alternatively, there is scope to consider tree planting which in the long term would be more sustainable and less maintenance whilst creating a visual narrowing effect at this site. All agreed on tree planting. WTC happy to fund and look after – take to HP&amp;D.</p>	WTC
i)	18-22-14 Bratton – various roads	<p><b>20/04/23</b> The cost estimate for implementing the remaining parts of the 20mph speed limit is £8,000. This includes the TRO costs. The extent of the proposed limit on Imber Road has been reviewed and the terminal points may be extended to begin the limit close to the property known as 'Thus Far'. LHFIG did not agree to fund this at this stage but will reconsider before end of financial year.</p> <p><b>20/07/23</b></p>	<p><b>19/10/23</b> Consider funding in financial year 2024/25.</p>	To note

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		This item is to be considered for funding next financial year. The parish council have committed their contribution to next year's budget.		
j)	<b>18-23-10</b> Alan Powell Lane, Dilton Marsh	<p>There is an issue with speed through the village, which is well documented and reported. The PC is concerned at the impact of these speeds and the volume of traffic on children accessing the playing field and playground at Alan Powell Lane.</p> <p>The PC would like to see an assessment carried out to determine the feasibility of installing a playground sign and either rumble strips or a crossing area to improve the safety for children and people accessing the recreational facilities.</p> <p><b>20/07/23</b> The parish council are to request a traffic survey to gather information about vehicle speeds. Warning signs may be provided at a cost of approximately £800. Await survey results prior to funding agreement.</p>	<p><b>19/10/23</b> No Dilton Marsh PC representative at meeting. Chase traffic survey results.</p>	KD
k)	<b>18-22-1</b> B3098 Edington – Pedestrian Safety Improvements	<p>KR to arrange site meeting with John Pollard and Suzanne Wickham and prepare proposals during December.</p> <p>Site meeting held to discuss potential options for improvements. KR to provide plans and costings.</p> <p><b>20/04/23</b> <b>The City</b> – Proposal for improved pedestrian and road narrows signing. Cost estimate £1400. Funding was agreed for this with PC contribution. (£980 LHFIFG / £420 PC)</p>	<p><b>19/10/23</b> The City pedestrian signing proposal to be ordered with contractor by end of October.</p> <p>KR &amp; KD site visit for Sandy Lane area arranged for 13/11/23.</p>	KD/KR

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	Item	Update	Actions and recommendations	Who
		<p><b>Sandy Lane area</b> – potential options prepared and discussions with parish council ongoing.</p> <p><b>20/07/23</b> The parish council would like to continue discussions regarding the Sandy Lane area. KR to prepare cost estimate and plan for gateway changes. CSW recorded 14 vehicles exceeding 36mph in a 1hr period.</p>		
l)	Lower Rd Edington	<p>Concerns regarding vehicle speeds at bends near Inmead. A traffic survey has been requested and a site visit made.</p> <p><b>20/07/23</b> Await results of traffic survey.</p>	<p><b>19/10/23</b> Traffic survey results at site between Greater Lane and Inmead: 85%ile = 29.3mph Mean speed = 24.6mph Meets criteria for CSW if suitable/safe location to operate – Edington PC to pursue.</p>	EPC
7.	Items awaiting construction / order issued.			
a)	18-21-15 Alfred Street, Westbury (Lorries)	<p><b>20/04/23</b> Wider signing review underway. Update to be provided once complete.</p> <p>KR is to circulate signing review once complete, ahead of next meeting.</p> <p>DN reported an issue with the installed pole cones having been struck a number of times requiring repair.</p> <p><b>20/07/23</b> Proposed signing circulated with note tracker. Cost estimate of £1700.</p>	<p><b>19/10/23</b> Order issued. Awaiting installation.</p>	To note

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	Item	Update	Actions and recommendations	Who
		Funding agreed subject to TC contribution.		
b)	<b>18-20-18</b> Bratton Road Westbury – narrow section	<p>Substantive bid submitted and awaiting outcome.</p> <p><b>20/04/23</b> Substantive bid successful. Waiting restriction to be advertised. Works pack to be prepared and aiming for construction late 2023.</p> <p><b>20/07/23</b> Works programmed for November 2023. A road closure will be required. Design work is progressing and the legal advert for proposed parking changes will be taken forward.</p>	<p><b>19/10/23</b> Order issued. Awaiting installation. Construction starts 27/11/23.</p>	To note
c)	<b>18-21-11</b> Coach Road Westbury	<p><b>20/04/23</b> The agreed signing is to be installed by new contractor, Milestone. Timescales for install to be confirmed.</p>	<p><b>19/10/23</b> Construction complete. To be invoiced. Remove.</p>	To note
d)	<b>18-22-18</b> Edward Street, Westbury	<p><b>20/04/23</b> The current signing meets the required standards however an additional No Entry sign may be provided at the north side of Edward St and No Entry Road markings provided on both north and south approaches.</p> <p>Estimated cost £1150.</p> <p>Funding was agreed subject to town council contribution. (£805 LHFIG / £345 TC).</p> <p>MD is to ask PCSO to attend this location.</p>	<p><b>19/10/23</b> Order to be raised and await installation.</p>	To note

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		SW suggested an article be prepared for the White Horse News to remind drivers of the one-way system.		
e)	<b>18-21-12</b> Wellhead Drove, Westbury	<p><b>20/04/23</b> Cabinet report in process and due to be published imminently. Officer recommendation is to proceed as advertised.</p> <p><b>20/07/23</b> Cabinet decision made to proceed. Order to be issued and await installation.</p>	<p><b>19/10/23</b> Order issued. Awaiting installation. Anticipated end of November.</p>	To note
f)	<b>18-20-09</b> Dursley Road and Hawkeridge junctions with B3097	<p><b>20/04/23</b> An order has been raised with Telent, the signal contractor, by Atkins. Estimated completion by end July.</p> <p>Signing is to be provided advising of the presence of CCTV at this location.</p> <p><b>20/07/23</b> Awaiting installation</p>	<p><b>19/10/23</b> Construction complete. To be invoiced. Remove.</p> <p>Camera doesn't record but is being viewed by signals team to form basis of planning for refurbishment programme in due course.</p>	To note
g)	<b>18-22-9</b> Court Lane, Bratton	<p><b>20/04/23</b> H bar marking suggested for Bury Lane and Cassways Orchard.</p> <p>Funding for this was agreed at £300 (£210 LHFIG / £90 PC).</p> <p>To progress for implementation</p>	<p><b>19/10/23</b> Order issued. Awaiting installation.</p> <p>Send plan for road marking to SW.</p>	KR

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h)	<b>18-22-15</b> Castle Road, Bratton	It was agreed to fund a SLOW marking at the cost of £400 (£280 LHFIG / £120 PC).	<b>19/10/23</b> Order issued. Awaiting installation.	To note
i)	<b>18-23-2</b> Court Lane, Edington	<b>20/04/23</b> It was reported that this area is well used by non-residents to access the camping and stables. There is no existing junction signing. It was agreed that this area will be reviewed. <b>20/07/23</b> Site visit has taken place. Road markings to show give way at junction may be provided. The estimated cost of this is £600. Funding was agreed. To progress to implementation.	<b>19/10/23</b> Order issued. Awaiting installation.	
j)	<b>18-22-16</b> Holy Trinity Church, Dilton Marsh	<b>20/04/23</b> Lining ordered. Likely install in May/June.	<b>19/10/23</b> Construction complete. To be invoiced. Remove.	To note
<b>8.</b>	<b>Other Items</b>			
<b>9.</b>	<b>Date of Next Meeting: 18<sup>th</sup> January 2024 – 14:15 – The Laverton, Westbury (To be booked by KR/KD)</b>			

## LOCAL HIGHWAY AND FOOTWAY GROUP ACTION / NOTES LOG

### Westbury LHFIG

#### Highways Officer – Kate Davey

#### 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 Westbury 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, Westbury Area Board will have a remaining Highways funding balance of **£11,300.78**.

#### 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



## Westbury LHFIG

### FINANCIAL SUMMARY

#### BUDGET 2023-24

£20,908.00 LHFIG ALLOCATION 2023-24

£17,872.78 2022-23 underspend

Invoiced

#### Contributions

£1,000.00 HPC - CCTV Install  
£120.00 HPC - Coach Road  
£360.00 DMPC - Clivey  
£50.00 DMPC - Holy Trinity  
£750.00 WTC - Oldfield Park  
£1,200.00 WTC - Alfred St 20  
£420.00 EPC - The City  
£90.00 BPC - Castle Rd  
£345.00 WTC - Edward St  
£510.00 WTC - Alfred Street Westbury HGV signing  
£900.00 WTC - Oldfield Rd Westbury 20mph extension  
£45.00 WTC - Alfred St Westbury H Bar marking  
£180.00 EPC - Court Lane Edington Road Markings

#### Total Budget

£44,750.78

#### Commitments carried forward from previous years

Bratton Road Westbury - Narrow Section (contr. To subs. Bid) £5,500.00 Agenda ref 7b  
Frogmore Road Westbury Substantive Bid Contribution £7,000.00 Agenda ref 5a  
Hawkeridge Traffic Signals - CCTV install £3,000.00 Agenda ref 7f  
Wellhead Drove, Westbury - Speed Limit £1,000.00 Agenda ref 7e  
Coach Road Westbruy - Direction sign £400.00 Agenda ref 7c  
Clivey, Dilton Marsh - Signing improvements £1,200.00  
Holy Trinity Church, Dilton Marsh - H Bar £150.00 Agenda ref 7j

#### New Schemes

Oldfield Park/Queens Road, Westbury - Waiting Restriction Implement £2,500.00 Agenda ref 5b  
Alfred Street Westbury 20mph Implementation £4,000.00 Agenda ref 6a  
The City. Edington - Signing Improvements £1,400.00 Agenda ref 6k  
Court Lane, Bratton - H Bar Markings £300.00 Agenda ref 7g  
Castle Road Bratton - SLOW marking £400.00 Agenda ref 7h  
Edward Street Westbury - Signs and Road Markings £1,150.00 Agenda ref 7d  
Alfred Street Westbury HGV signing £1,700.00 Agenda ref 7a  
Oldfield Rd Westbury 20mph extension £3,000.00 Agenda ref 6d  
Alfred St Westbury H Bar marking £150.00  
Court Lane Edington Road Markings £600.00 Agenda ref 7i

Total commitment £33,450.00

Left to Spend £11,300.78

WTC Frogmore Rd Westbury Substantive bid contribution £7,000