

+	Item	Update	Actions and recommendations	Who
	Date of Meeting	15 th August 2023		
1.	Attendees and apologies			
	Apologies:	Cllr Richard Britton – Wiltshire Council (RB) Cllr lan McLennan – Wiltshire Council (IM) Cllr Andrew Oliver – Wiltshire Council (AO) Elaine Hartford – Alderbury Parish Council (EH) Catherine Purves – Various Parish Councils (CU) Geoff Hewson – Landford Parish Council (GH) Joe Elder – Lavertsock & Ford Parish Council (JE) Tom Martin – Newton Toney Parish Council (TM) Ed Riley – Odstock Parish Council (ER) lain Camley – Whiteparish Parish Council (IC) Charles Penn – Winterbourne Parish Council (CP) Graham Axtell – Wiltshire Council (GA) Rhiann Surgenor – Wiltshire Council (RS) Paul Shaddock – Wiltshire Council (PS) Cllr Richard Clewer – Wiltshire Council (RC) Cllr Zoe Clewer – Wiltshire Council (ZC) Jay McGowan – Coombe Bissett Parish Council (JM) Myra Orr – Cholderton Parish Meeting (MO) Chris Hall – Downton Parish Council (CH)	PS informed the group as result of a staffing reorganisation that from October 2023 RS would become the lead highways officer for the group. That the update is noted.	Area Board
	Apologies:	Cllr Zoe Clewer – Wiltshire Council (ZC) Jay McGowan – Coombe Bissett Parish Council (JM) Myra Orr – Cholderton Parish Meeting (MO)		



2.	Notes of last meeting			
		The minutes of the previous meeting were agreed at the Southern Wiltshire Area Board meeting on the 25 th May 2023. The Southern Wiltshire Area Board minutes can be found at: https://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cld=170&M Id=15006&Ver=4	That the update is noted.	Area Board
3.	Financial Position	There is currently £28,725.88 still unallocated.	That the update is noted.	Area Board



4.	New Issues / Issues Requiring	A Decision		
a)	Issue No: 13-20-16 Laverstock & Ford PC London Road, Salisbury Request for Crossing Point	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 that the earliest that this work will now be undertaken is during the 2024/2025 financial year. Dropped kerbs to aid crossing movements will still form part of the works. The group is to discuss whether it wishes to take forward the installation of the dropped kerbs separate from any future maintenance scheme at this location	The group discussed this issue in detail and reaffirmed their acknowledgement of the need for the provision of dropped kerbs at this location but felt that the potential costs involved in taking forward their provision as a standalone project could not be justified. The group agreed to wait for the installation of dropped kerbs at this location to be taken forward as part of the planned maintenance scheme.	Area Board
b)	Issue No: 13-22-05 Firsdown PC / Winterslow PC Safety improvements at Dunstable Crossroads	Mirror installed in July 2023. However, following the installation of the mirror a further collision has occurred at the crossroads. RR has asked that the group discusses possible further safety options at this junction. The group are to discuss this matter.	That the update is noted The group discussed the recent collision and potential options for improving safety at this location. Options included, hedge maintenance, additional road markings, traffic signals and realignment of the junction. RR proposed that a site meeting be arranged between the various parishes and officers to discuss the options and agree a way forward. Meeting to be arranged with PC's.	PS



c) Issue No: <u>13-22-06</u>

Winterbourne PC
Request for improved pedestrian access to the bus stops and post box on the A338 in the vicinity of Hurdcott Lane.

Design work is underway on the proposed improvements requested. The proposed works include the following aspects:

- Removal of parts of the existing grass verges to allow pedestrians from Hurdcott Lane to access the existing layby without stepping into the A338 and stay out of the main road until they can access the bus stop without having to cross the road diagonally.
- Resurfacing of the whole of the elongated lay-by area.
- Tidying up of the footway in front of the bus shelter.
- Signing amendments to increase the height of the Hurdcott directional signs (required to avoid pedestrians hitting their head on them)
- The provision of edge of carriageway markings to define the elongated lay-by to motorists.

The provisional cost estimate for this work is £29,160 (LHFIG contribution £21,870 / PC contribution £7,920). [Note: This figure includes a 20% contingency].

It should be noted that this is a provisional cost estimate on the basis that SSE have indicated that they wish to undertake a site inspection to determine if the Council's proposals will impact on the telegraph pole located in the lay-by. The costs of addressing any issues identified by SSE during their site inspection, as a result of the Council's proposals, will fall to the group to cover.

The group discussed this issue. RR asked if any information had been obtained concerning usage of the bus stop. PS advised that in the first six months of 2023 a total of 259 people had been recorded using the stop, with the most in any one day being ten.

CP commented that proceeding with the scheme was difficult to justify given the recorded level of use of the bus stop, but he still felt that addressing the issue of residents of Hurdcott Lane having to step into the A338 to reach the layby was needed.

PS advised that an estimate to just remove the section of grass verge adjacent to the Hurdcott Lane could be developed and brought to the next meeting the of the group for a funding decision.

The group supported proceeding on this basis.

PS



Laverstock & Ford PC
Request for additional traffic calming measures in Roman

Issue No: 13-22-30

Road, Ford

d)

Meeting undertaken with the PC to discuss potential options. The PC were informed that the Council are developing options for additional traffic calming features in Roman Road, specifically at its junction with Green Lane in the form of a raised table, as part of wider proposals to provide an improved shared use path along Green Lane. Wiltshire Council are hoping to submit a bid to Active Travel England during the current financial year for funding to deliver these proposals. At this time, it is advised that the group should await the outcome of any bidding process before considering funding significant additional traffic calming facilities in Roman Road.

There are several minor signing and lining improvements that could be developed to further highlight to motorists the need to travel at an appropriate speed along Roman Road. Improvements could include the provision of countdown markings to the speed limit terminal points, the provision of SLOW markings (potentially the enhanced variant) next to existing warning signs and the provision of additional warning signs where appropriate. If the group support this approach, minor signing and lining improvements could be developed with the PC and brought to a future meeting of the group for a funding decision.

The group supported awaiting the outcome of any bid to Active Travel England before considering pursuing additional physical traffic calming features and asked that officers work with the PC to develop signing and lining improvements that could be delivered and bring the proposals back to a future meeting of the group for a funding decision.

PS



e)	Issue No: 13-22-33 Laverstock & Ford PC	The provision of pedestrians crossing warning signs is possible. The estimated cost of providing two pedestrians crossing	The group agreed to proceed with the sign only option.	
	Request for Pedestrians Crossing Warning Signs	warning signs complemented with SLOW road markings, is £1968 (LHFIG contribution £1476 / PC contribution £492). [Note: This figure includes a 25% contingency].	That the Area Board approves the allocation of £958.50 to allow this work to be undertaken.	Area Board
		If the PC wished to just go with the warning signs without the SLOW road markings, then the estimated cost of the works would be £1,278 (LHFIG contribution £958.50 / PC contribution £319.50). [Note: This figure includes a 25% contingency].	That the PC approves the allocation of £319.50 to allow this work to be undertaken.	PC
f)	Issue No: <u>13-23-01</u> Winterbourne PC Request to relocate bus stop	The estimated cost of relocating the bus stop outside of St. Michael and All Angels Church to outside of the nursery school and in doing so providing a bus stop flagpole and clearway marking is £1294 (LHFIG contribution £970.50 / PC contribution	That the Area Board approves the allocation of £970.50 to allow this work to be undertaken.	Area Board
	outside of St. Michael and All Angels Church		That the PC approves the allocation of £323.50 to allow this work to be undertaken.	PC
g)	Pitton & Farley PC Request for measures to address speeding concerns in the villages of Pitton and Farley	Preliminary design work undertaken to provide improved gateways at seven locations in the villages. The PC have indicated that they wish to proceed with enhancements at three locations during the current financial year and fund improvements at other locations in subsequent financial years. The estimated cost of providing three improved village gateways, including improved signage and road markings and village gates, is £13,344 (LHFIG contribution £10,008 / PC contribution £3,336). [Note: This figure includes a 20% contingency].	RB advised the group that the PC were taking forward several measures to address speeding concerns including Community Speed Watch and SIDs and the provision of enhanced gateways was another measure they wished to progress. PS advised that the PC had selected the three entrances to the village where the greatest concerns about speeding vehicles existed.	
			The group discussed this issue but felt that that in the context of the	



			groups remaining budget that funding the installation of three village gateways could not be accommodated and agreed to support the provision of two village gateways.	
			The estimated cost of providing two improved village gateways, including improved signage and road markings and village gates, is £9292.80 (LHFIG contribution £6,969.60 / PC contribution £2,323.20). [Note: This figure includes a 20% contingency].	
			That the Area Board approves the allocation of £6,969.60 to allow	Area
			this work to be undertaken.	Board
			That the PC approves the allocation of £2,323.20 to allow this work to be undertaken.	PS
h)	Issue No: 13-23-08 Odstock PC Request for the installation of kissing gates	The PC have requested the provision of kissing gates at four locations within the parish. If the group support this issue the Rights of Way Team will be asked to work with the PC to prepare a cost estimate for the supply and installation of the kissing gates to bring to the next meeting of the group.	The group supported this issue and asked that the Rights of Way Team work with the PC to develop a cost estimate to provide the gates and bring the proposals back to a future meeting of the group for a funding decision.	PS



i)	Issue No: <u>13-23-09</u>	The PC have requested the provision of double yellow lines in the vicinity of Jubilee Gardens to address road safety concerns	The group discussed this issue in detail and were open to supporting	PC
	Odstock PC	around parked vehicles forcing vehicles onto the wrong side of	the provision of double yellow lines	
	Request for the provision of		but before agreeing to do so asked	
	double yellow lines in the	the roda on a billia bona.	that the PC provided further	
	vicinity of Jubilee Gardens	Whilst the introduction of double yellow lines could be considered at this location, the PC should be aware that if	evidence showing the scale of the problem.	
		restrictions are introduced, they would be subject to extremely	problem.	
		limited levels of enforcement by the Council given their relatively		
		remote location. This would impact on their effectiveness.		
		Two site visits have been undertaken to the area in August 2023		
		during which no vehicles were observed parked at the location		
		in question. Before considering the introduction of restrictions		
		further the PC should be asked to provide further evidence		
		showing the frequency and scale of the parking problem. The		
		group are to discuss this issue.		
j)	Issue No: <u>13-23-10</u>	The PC have requested the provision of various measures to	That the Area Board approves the	Area
		address speeding concerns in the parish. The measure they are	allocation of £2.186.25 to allow	Board
	Winterbourne PC	initially seeking to pursue through the group is the installation of	this work to be undertaken.	
	Request for measures to	NAL sockets to allow a SID to be deployed in three locations	That the DC approves the	PC
	address speeding concerning in the parish.	where traffic surveys have indicated that a speeding problem exists, with an application for a fourth NAL socket pending the	That the PC approves the allocation of £728.75 to allow this	PC
		results of a traffic survey.	work to be undertaken.	
		rodulo of a traine ourvey.	work to be undertaken.	
		The estimated cost of providing three NAL sockets is £2915		
		(LHFIG contribution £2,186.25 / PC contribution £728.75).		
		[Note: This figure includes a 25% contingency].		
		Further measures to address speeding concerns in the village		
		will be developed in partnership with the PC.		



k)	Issue No: <u>13-2n 3-12</u>	The Parish Council have requested improved signage in Primrose Lane to address reported issues with HGVs and large	That the Area Board approves the allocation of £526.50 to allow this	Area Board
	Redlynch PC	vehicles using the road. The PC have requested the provision	work to be undertaken.	Board
	Request for signage improvements in Primrose Lane, Wiltshire	 of three signs, namely: Unsuitable for HGVs Single track road no passing places Pedestrians in road 	That the PC approves the allocation of £175.50 to allow this work to be undertaken.	PC
		The need for three signs to be provided to address the issue that exists is considered excessive and it is proposed that at most two signs should be provided. It is not proposed to use a single track road sign at this location on the basis that there is one place in Primrose Lane where passing can take place (see here). The estimated cost of providing the other two signs at each end of Primrose Lane is £702 (LHFIG contribution £526.50 / PC contribution £175.50). [Note: This figure includes a 25% contingency].		



5.	Other Issues			
a)	Issue No: 13-20-5 Request to address local concerns around an increased use of Milford Mill Road by vehicular traffic and its continued use by HGVs.		That the update is noted.	Area Board
b)	Issue No: 13-21-13 Idmiston PC East Gomeldon Road Railway Arch Signing Improvements	The Basic Asset Protection Agreement (BAPA) application process that is required to be completed to allow the works at this location to be undertaken is ongoing with Network Rail (NR). NR have indicated that the application process will be completed by the end of August 2023. As such the works (including the road closure) have been programmed to take place between 11-15/09/2023.	That the update is noted.	Area Board
c)	Issue No: 13-21-4 Laverstock & Ford PC Request for additional waiting restrictions in Church Road to help address school run parking problems.	restrictions will be marked on the on the ground in September	That the update is noted	Area Board
d)	Issue No: 13-21-19 Idmiston PC Request for double white lining system in the vicinity of the junction of Church Road and the A338 Tidworth Road	29/08/2023 to discuss the vegetation clearance works. This	That the update is noted.	Area Board



e)	Issue No: <u>13-21-14</u>	Works pack issued to Milestone. Works programmed to be undertaken on the 18 th and 19 th September 2023.	That the update is noted.	Area Board
	Idmiston PC	·		
	Idmiston Road, Porton Village			
	Concealed Entrance Warning			
	Signs and Village Hall			
	Directional Signs			
f)	Issue No: <u>13-21-21</u>	No comments were received in response to the TRO	That the update is noted.	Area
		consultation. Works pack issued to Milestone in July 2023.		Board
	Laverstock & Ford PC	20mph speed limit to become operational on the 02/10/2023. All		
	Request for the extension of the	signing and lining works will be completed by that date.		
	existing 20mph speed limit			
	along Milford Mill Road			
g)	Issue No: <u>13-21-25</u>	Signing works completed. Lining works programmed to undertaken on the 29/08/2023.	That the update is noted.	Area Board
	Cholderton PM			
	Request to relocate the 30mph			
	speed limit signs on Grately			
	Road further away from the			
	start of the village.			



h)	Issue No: 13-22-03 Idmiston PC Request to extend the existing 30mph speed limit on Gomeldon Road (Porton end)	Works pack issued to Milestone. Awaiting programming of works.	Chase contractor to undertake works.	PS
i)	Issue No: 13-22-04 Idmiston PC Improved footway and dropped kerb provision in Porton	undertaken following which a detailed design and cost estimate will be produced.	Arrange meeting with PC	PS
j)	Issue No: 13-22-08 Idmiston PC Improved footway and dropped kerb provision in Gomeldon	The lead highways tree officer at Atkins has instructed the Council's arboricultural contractor to remove the two trees identified. Works are provisionally programmed to take place in during week commencing 11/09/2023 once we are outside the bird nesting season.	That the update is noted.	Area Board
k)	Issue No: 13-22-13 Laverstock & Ford PC Introduction of waiting restrictions in Sherbourne Drive	Works pack issued to Milestone. Works provisionally programmed to be undertaken during week commencing 25/09/2023. Exact date of works to be supplied to the PC once known. 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 September 2023.	That the update is noted.	Area Board
l)	Issue No: 13-22-14 Alderbury PC Introduction of waiting restrictions at various locations	Revised proposals agreed with the PC. Draft TRO paperwork currently being prepared and will be provided to the Legal Team for processing in August 2023.	That the update is noted.	Area Board



m)	Issue No: 13-22-15 Firsdown PC Installation of dropped kerb in Firs Road.	Legal Services have been investigating the status of this land and have found some limited evidence of previous work that suggests that this land may previously have been dedicated as public highway. Legal Services are trying to find the file containing the previous work to confirm if this is the case. If the land has not previously been dedicated as public highway, they have suggested that the simplest way to claim this land as public highway would be under Section 31 of the Highways Act where a case would need to be made that the public have had free and uninterrupted use of the land for 20 years or more.	That the update is noted.	Area Board
n)	Issue No: <u>13-22-16</u> Firsdown PC Firs Road Street Nameplates	Works pack issued to Milestone. Works provisionally programmed to be undertaken during week commencing 18/09/2023. Exact date of works to be supplied to the PC once known.	That the update is noted.	Area Board
1)	Issue No: <u>13-22-17</u> Cholderton PM Installation of NAL Sockets	Design work completed and works order issued to Milestone in July 2023. Awaiting programming of works. Date of works to be supplied to the PC once known.	That the update is noted.	Area Board
m)	Issue No: 13-22-18 Newton Toney PC Footway and dropped kerb accessibility improvements in The Croft	, ·	That the update is noted.	Area Board



n)	Issue No: 13-22-19 Grimstead PC Provision of Wild Fowl & Small Wildlife Warning Signs	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 if no evidence is provided by the November 2023 meeting of the group that this aspect of the request is closed. Please refer to Issue 5s for the update on the provision of small wildlife warning signs.	That the update is noted.	Area Board
0)	Issue No: 13-22-21 Firsdown PC Request for speed limit assessment on the length of the A30 in Firsdown	Speed limit assessment ordered with Atkins. Completed assessment report expected in October 2023.	That the updated is noted.	Area Board
p)	Issue No: 13-22-24 Laverstock & Ford PC Provision of Small Wildlife Warning Signs	The DfT were contacted again in May and July and asked to provide an update on when formal advice on the use of hedgehog warning signs will be issued or provide information on what criteria they would accept to approve the erection of hedgehog warning signs. The DfT have acknowledged receipt of the enquiry but have to date not provided a detailed response. The PC have asked John Glen MP to take this matter up in an effort to obtain a response from the DfT. Mr. Glen has indicated he will take this matter up.	That the update is noted.	Area Board
q)	Issue No: 13-22-25 Laverstock & Ford PC Request to upgrade existing informal crossing point on Riverside Road	Awaiting advice from the Council's contractors (Milestone and Tarmac) as to whether a new patch of coloured surfacing will successfully adhere to the existing coloured surfacing or if the existing surface will need to be planed out and a new patch of	That the update is noted.	Area Board



r)	Issue No: 13-22-28 Newton Toney PC Request for School Keep Clear Markings outside of school	Proposals issued to the PC for comment in July 2023. Subject to the PC supporting the proposals a works order will be prepared and issued to Milestone.	That the update is noted.	Area Board
s)	Issue No: 13-22-32 Downton PC Request for Playground Warning Sign incorporating. Post Extension for Deployment of a SID in Moot Lane	Works pack issued to Milestone. Awaiting programming of works.	Chase contractor to undertake works.	PS
t)	Issue No: 13-22-34 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 have been advised that traffic surveys first need to be undertaken in East Grimstead to ascertain if a speeding problem exists. The PC have submitted several traffic survey application forms for surveys to be undertaken at the locations where issues have been reported by residents. No further work to be undertaken on this issue until the results of the traffic surveys are known.	That the update is noted.	Area Board
u)	Redlynch PC Request to replace two missing street nameplates at Bowers Hill	Works pack issued to Milestone. Works provisionally programmed to be undertaken during week commencing 18/09/2023. Exact date of works to be supplied to the PC once	That the update is noted.	Area Board



v)	Issue No: <u>13-23-05</u> Laverstock & Ford PC	Dropped kerbs installed at The Portway to improve access to Alabare and between the bus stops in the vicinity of Alabare in August 2023.	That the update is noted.	Area Board
	Request for disabled access improvements in the vicinity of the Old Sarum Garden Centre on The Portway			
w)	Issue No: <u>13-23-06</u>	Meeting held with members of the PC to discuss options to address HGVs using Windwhistle Lane. The PC have indicated	That the update is noted.	Area Board
	Grimstead PC	that they wish to see improved advanced warning signage on		
	HGV's using Windwhistle Lane			
	as a cut through from the A36	, · · · · · · · · · · · · · · · · · · ·		
	to Alderbury/Whaddon.	replacement of these signs has been raised via MyWilts – App No. 00121645). The matter is going to be discussed at the next		
		PC meeting and if there is support for the above approach, work		
		to on producing the sign designs and a cost estimate will be		
		undertaken.		



6.	Closed Issues			
a)	Issue No: 13-22-20 Firsdown PC Improvements to the access to Right of Way FIRS5	All works completed. Issue has been closed.	That the update is noted.	Area Board
b)	Issue No: 13-22-31 Idmiston PC Request for Pedestrians in Road Warning Signs	The provision of pedestrians in road warning signs is possible. The estimated cost of providing two pedestrians in road warning signs complemented with SLOW road markings, is £1968 (LHFIG contribution £1476 / PC contribution £492). [Note: This figure includes a 25% contingency]. If the PC wished to just go with the warning signs without the SLOW road markings, then the estimated cost of the works would be £1,278 (LHFIG contribution £958.50 / PC contribution £319.50). [Note: This figure includes a 25% contingency].	CP advised that the PC had resolved not to proceed with this issue. Issue is to be closed. That the update is noted.	Area Board
c)	Issue No: 13-23-07 Odstock PC Request for 30mph signs in Bodenham	The PC have requested the provision of 30mph signs at the points where vehicles leave the Bodenham Bypass and enter the village. Unfortunately, none of the locations where 30mph signs have been requested are currently subject to a 30mph speed limit, as such signs cannot be provided at these locations. The speed limit at the locations identified is the national speed limit of 60mph. It would be possible to consider the introduction of a lower speed limit in Bodenham. However, to enable this to happen a formal speed limit assessment would need to be undertaken. The cost of a speed limit assessment is £2,900. (LHFIG contribution £2,175 / PC contribution £725.00).	CP advised that the PC had resolved not to proceed with this issue. Issue is to be closed. That the update is noted.	Area Board



7.	Other Items			
a)	Highway Maintenance Update	GA from the Area Highway Office provided an update on the latest programmed dates for planned carriageway and footway resurfacing works during the 2022/2023 financial year. A copy of the information provided by GA is attached as Appendix 1 .	•	Area Board
8.	Date of Next Meeting:	14 th November 2023		



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 3rd party contributions are confirmed, Southern Wiltshire Area Board will have a remaining highways funding balance of £17,114.53 in the LHFIG allocation available for the 2023/2024 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.