

WARMINSTER COMMUNITY AREA TRANSPORT GROUP

NOTES OF THE WARMINSTER COMMUNITY AREA TRANSPORT GROUP MEETING HELD ON 27 SEPTEMBER 2016 AT WARMINSTER CIVIC CENTRE.

2 Note Tracker

If you have any questions about the attached Note Tracker please contact:

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Minute Item 2

	Item	Update	Actions and recommendations	Who
1.	Attendees and apologies			
	Present:	Cllr Andrew Davis (Chair); Barry Ricketts (Chitterne P.C.); Jacqui Abbott (Wiltshire Council); Denise Nott (Wiltshire Council); Philip Dale (Heytesbury, Imber and Knook P.C.); Ann Perry (Heytesbury, Imber and Knook P.C.); Spencer Drinkwater (Wiltshire Council); Sarah Jeffries (Maiden Bradley & Horningsham P.C.); Len Turner (Warminster & Villages Community Partnership); Cllr Sue Fraser (Warminster Town Council); Simon Jasper (Corsley P.C.); Cll Paul Macdonald (Warminster Town Council)		
	Apologies:	Phil Jefferson (Chapmanslade Parish Council); Mike Lucas (Chitterne Parish Council); Keith Muston. Heather Abernathie (HA)		
2.	Notes of last meeting			
		The minutes of the previous meeting held were agreed at the Warminster Area Board on 30 th June 2016. The Link can be found at: Warminster Area Board Minutes 30th June 2016		

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3.	Financial Position			
		The current balance for the Warminster CATG for 2016-17 up to the 24 th August 2016 is £16,967.53	See sheet attached. Funds include commitments carried forward from last year. Remaining budget is £16,967.53	MR
4.	Update on Top 5 Priority Schemes			
a)	High Street / Portway junction - Bollards / barrier	Funding agreed of £3,900 at AB July 2015. No contribution from WTC. MR - Issue with underground services. To be discussed with Warminster Town Council. MR update 23/5/16 Scheme agreed with WTC. Order issued to Ringway. Awaiting implementation.	(Priority 1) Works to commence on 10 th October for 3 days (restricted working – 3 way lights) Additional costs likely due to complications with underground services. To be removed from Tracker once work is complete.	MR
b)	3954 / 4185 The Close	Agreed as Priority 1 scheme at 09/09/15 meeting. 3954 - Issue relates to accessibility by elderly residents of Kyneston Court who are having difficulty using frames and mobility scooters because of the camber of the pavements. Commercial bins left out for long periods of time and blocking the pavement which is narrow 4185- Issues relates to large delivery vehicles which are offloading opposite Prestbury Sports Bar . Large vehicles squeeze past encroaching over the double yellow lines and coming within centimetres of the corner of property. Concern that damage will occur	(Priority 1) Design options limited given lack of available space. Warminster TC have arranged site meeting for 14 th October with reps from commercial premises operating from The Close to look at issues and agree a way forward. MR spoken to Highways Enforcement and Waste team about domestic bins blocking footway on The Close.	MR

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		<p>MR – Site visit undertaken and outline options under consideration. Topo survey maybe required to enable further design options to be considered.</p> <p>Top Survey agreed. Approx £1300. TBC Town Council to confirm 25%</p> <p>MR update 23/5/16. Topo survey received. Design options to be prepared for consideration of CATG group.</p>	<p>See email dated 15th Sept.</p> <p>MR to look at footway camber along The Close.(2.5% typical cross-fall required)</p> <p>MR to check with Vicky Oates to see if metro count has been carried out</p>	
c)	4071 Victoria Road / Masefield Road	<p>Agreed as Priority 1 scheme at 09/09/15 meeting. Issue relates to roundabout visibility, & safety</p> <p>MR – Site visit undertaken and initial options investigated. Signing & lining improvements & raise roundabout agreed. Approx £5k. Town Council to confirm 25%</p> <p>MR update 23/5/16. Topo survey required due to inaccuracies of OS plan. Additional £1300 required.</p>	<p>(Priority 1)</p> <p>Design complete and issued to WTC for the 19th August for comment. To be presented to members at 3rd October meeting. If ok, will programme for installation.</p>	MR
d)	4214 Geys Hill Passing Bay	<p>Agreed as Priority 1 scheme at 09/09/15 meeting</p> <p>MR - Works remain un programmed due to requirement for road closure on Geys Hill. To be discussed with Longleat Caravan Centre and parish council.</p> <p>Works Likely to take after 1 April. MR to discuss temp road closure issues and timing with Caravan club and Longleat. Simon Jasper to provide contact details to MR.</p> <p>MR update 23/5/16. Construction date not yet agreed with both Ringway. Caravan Club prefer Mid Jan 2017. Likely final quarter of the 2015-16 (Dec - March). Discussions with other</p>	<p>(Priority 1)</p> <p>MR update 15/09/16 - Temp road closure booked for the 8th -17th February 2017. Discussion with Longleat estates have taken place. Discussion with local landowners to be undertaken in due course.</p>	MR

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		parties ongoing.		
e)				
f)	Pound Street / The Maltings	<p>Agreed as Priority 1 scheme at 09/09/15 meeting</p> <p>No wating 8am-6pm Mon - Fri Gone through Waminster town development with contribution £833 agreed. Maltings contribute £833</p> <p>MR – no objections to formal advert. Work order issued and awaiting implementation.</p> <p>MR update 23/5/16 – Intial delay due to lack of lining works by BBLP. Works now programmed for week commencing 23/05/16</p>	<p>Priority 1. Works now complete.</p> <p>To be removed from Tracker document</p>	MR
g)	3146 / 4263 Imber Road	<p>Speeding and crossing concerns raised. Also relates to issues on Woodcock Road. Metrocount 16/10/15. Location to be agreed. To go back to Warminster TC town development committee for consideration. Issues to be consider as part of town transport model.</p> <p>Request metro count in first instance. Location to be agreed.</p> <p>MR update 23/5/16. Awaiting agreed locations for metro-count(s)</p>	<p>Priority 1. Locations for 2 no. metro-counts agreed. Metro counts commencing 26th September for 1 week. Delayed due to school holidays and overall heavy demand.</p>	MR

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h)	4226 Townsend Chitterne	<p>Speeding concerns. MR - Please Note 3 no. Metrocounts undertaken at separate locations along Townsend in December 2014. 85th percentile speeds range 26.6 – 32.2mph. Mean speed 22.2 – 25.4mph.</p> <p>Allocated as a PRIORITY 1 SCHEME – Options to be prepared for discussion at next meeting.</p> <p>MR update 23/5/16. Outline plans issued to Chitterne PC for comments 23/05/16</p>	<p>Priority 1. Scheme currently on hold following concerns raised by Chitterne PC. Further representation received from local residents unhappy with decision and further metro-count undertaken. Result Southbound AV = 26mph 85th % ile = 30.6mph Northbound AV = 29.3mph 85th % ile. 34mph</p>	MR
Other highway Issues under consideration				
a)	<p>4089 Woodcock Road</p> <p>Also see issue 3839</p>	<p>No priority allocated. Previous substantive scheme undertaken.</p> <p>Kingdown will need to update travel plan and progress through Taking Action on School Journeys TAOSJ. Speak to Ruth Durrant. Possible Speed watch site. Metrocount undertaken by St Georges School.</p> <p>Cllr McDonald visited School and reminded them re: their updated Travel Plan. Once submitted they can make a formal request for improvement work under TAOSJ initiative</p>	<p>Issue on hold pending Kingown school travel plan update.</p>	
b)	4031 Chapel Street	<p>Waiting restriction request. JA to issue WR1 form to requester. HA to take issue to Town development committee.</p> <p>WR1 form requested</p>	<p>WR2 form received. Jamie Mundy dealing with request. To be removed from tracker document</p>	

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c)	3949 Hillwood Lane, Warminster (see also issue 4261)	Request for removal of highway verge and construction of parking places. CATG unable to fund. WC will not dedicate verge into private ownership. Issue raised again under 4261 01/10/2015. MR to seek definitive advice from Land team / planning. MR update 23/5/16. Advice received on how best to progress from Alan Creedy and this has been reported back to requester.	Update provided to requester on the 6/6/16. No response to date. To be removed from tracker document	
d)	3753 Chitterne topo survey	Topo survey undertaken in advance of traffic calming options being considered. Currently on hold	Issue on hold. To stay on system.	
e)	3873 Chain Lane / Smallbrook Road	With Town Council	To be considered by town development committee	HA
f)	4384 Copheap Lane	Parking restriction request. Re. layby by a post box in Copheap Lane. Over the last 12 months residents of a nearby estate have been parking in it permanently. Copheap lane is very busy and the layby offers the only opportunity to safely park while using the post box. Suggestion made is that parking in the layby be restricted to 5 mins only. WR1 form requested	No WR2 form received to date from WTC To remain on Tracker.	HA
g)	4324 Bishopstrow	Ongoing speeding concerns. Request for traffic calming measures. Jislon poles to be installed to prevent cars mounting pavement. Approx £1500. Parish meeting to pay 25% Allocated as	Bollard scheme complete. Issue to Leave on tracker system. Discussions ongoing Possible community Speed watch scheme.	

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		<p>PRIORITY 2 scheme.</p> <p>MR update 23/5/16. Scheme brought forward at request of chair.Reduced contribution agreed. Implementation due 31/05/16</p>	<p>Re-surfacing is not currently programmed in current financial year. PC to request 'MyWilts' App to report.</p>	
h)	4270 Grovelands Way	<p>Bus shelter request.</p> <p>Status of 53 bus service along Grovelands to be established before further action is considered. Ownership of land for siting of shelter to be checked. Shelter to be paid for by Town Council.</p> <p>On hold</p>	<p>On hold pending status of no. 53 bus route. Leave on tracker.</p>	MR
i)	4261 Hillwood Lane	<p>See previous issue 3949.</p>	<p>As above</p>	
j)	4020 Codford	<p>New Finger Post Codford.</p> <p>MR to provide latest cost. Parish Council 25%. Allocated as a Priority 2 scheme.</p> <p>MR update 23/5/16. Scheme brought forward at request of chair. Order placed Feb, awaiting delivery and installation.</p>	<p>Scheme complete. To be removed from tracker</p>	MR
k)	3611 Chapmanslade, High Street	<p>Speeding and Highway safety concerns in High Street. Original item submitted 28/09/14. Request to reopen issue by PC</p> <p>CATG suggested "Advisory 20mph" scheme as part of TAOSJ. MR to send policy to Chapmanslade PC</p>	<p>Meeting held with J House in August to discuss options for improvement.</p> <p>Topo survey recommended; Costs of £2,050.00 + vat. To be discussed with PC</p>	

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i)	4584 Newport	Request for White Lines to be extended-junct of Newport Portway. Request by WTC	Priority 1 scheme. Drawing issued to WTC and approved 19/7/16. With MJS for implementation. Issue to be removed from tracker once complete.	
m)	4581 Hillwood Lane	Request for New Sign to limit HGV access.	WTC do not support request. Close issue and remove from tracker	
n)	4539 / 4525 Portway Warminster	Request for residents parking scheme	WTC do not support request. Close issue and remove from tracker	
o)	4538 Boreham Fields	Request for review of parking arrangements outside retail units	MR to email options to Town Council for further discussion on way forward	
p)	4537 West Street	Problems with HGV's mounting pavement, concerns re. speed	Site meeting between WTC / WC and local residents to be arranged.	
6. New issues submitted since previous meeting.				
q)	4838 Portway	Concern relating to speed of vehicles on portway between Gorge St and The Close and larger vehicles mounting the kerb.	Priority 2 issue - Metro count to be undertaken in first instance	

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r)	4829 Heytesbury Tytherington Road	Request to relocate 30mph speed limit terminal on Heytesbury from Tytherington road to coincide with new village boundary. Approx 200 yds	Allocated as Priority 1 scheme. To be implemented at same time as issue 4809. Toal Cost Approx £3500. (25% contribution from PC TBC £875) Area Board 3 November to confirm £2,625
s)	4827 Sturford Lane, Corsley	Request relates to improving visibility and safety for those exiting from Sturford Lane onto the A362	Allocated as Priority 1. Total cost £1380 (25% contribution from PC TBC(£345) Area Board 3 November to confirm £1,035
t)	4812 West St – Luxfield Road	Speeding concerns West St* - Request for metrocount on West street between Luxfield Road and Woodland Road (*please note this is actually Victoria Road)	SDR requested 15/09/16
u)	4809 Park Street / Park lane , Heytesbury .	Request to extend 30mph limit to cover park Lane / Mill Lane due to concerns over speeding traffic.	Allocated as Priority 1 scheme. To be implemented at same time as issue 4829
v)	4806 Woodcock Road	Concerns over speeding vehicles between Imber road and Woodcock Park junction.	Refer to items 4089 / 3939 above. No further action until Kingdown School update travel plan
w)	4694 Bath Road Warminster	Request for new footway link on Bath Road between Warminster School and Coldharbour playing fields.	Meeting to be arranged with Bill Parks, HA & MR to discuss
x)	Warminster ad-hoc lining works	Adhoc lining works in Warminster Area. Sites to be confirmed.	
7.	Confirmation of Priority 1 Schemes		
	a) 3954 / 4185 The Close b) 4071 Victoria Road / Masefield Road c) 4214 Geys Hill Passing Bay d) 3146 / 4263 Imber Road e) 4827 Sturford Lane Corsley – Area Board 3 November f) 4829 / 4809 Hetesbury Speed Limit changes – Area Board 3 November		

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8.	Any Other Business:	Horningsham PC concern over increase in Center Parcs lodges. Ensure Cllrs know about this.
9.	Date of Next Meeting:	Tuesday 6 December 2016 10am until 12 noon; Warminster Civic Centre

Warminster Community Area Transport Group

Highways Officer – Martin Rose

1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the CATG 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 CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Warminster Area Board will have a remaining Highways funding balance of **£13,632.53**

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

Warminster CATG

BUDGET 2016-17	£15,226.00	CATG ALLOCATION 2016-17
	£25,796.52	2015-16 underspend
Contributions	£400.00	Chitterne PC contribution to topo
	£833.33	WTC contributon to Pound St.
	£833.33	Maltings Contribution to Pound St.
	£350.00	Warminster TC the Close topo survey
	£150.00	Bishopstrow JIS poles TBC
	£150.00	Codford finger post TBC
	£1,825.00	Warminster TC for Masefield Road rbt TBC
	£875.00	Heytesbury PC - Speed limit changes
	£345.00	Corsely PC -Sturford Lane
Total Budget 2016-17	£46,784.18	

Commitments carried forward previous years

Portway Lane / High St Junction Bollards / Footway work	£3,900.00	Estimate
Geys Hill - Passing Bay	£4,500.00	Estimate
C274 - 30mph speed Limit Assessment /Legal	£2,500.00	Final
Pound Street WR 8am -6pm Mon Sat (includes Boreham Rd/ Chain Ln)	£2,500.00	Estimate

2016-17 schemes

Bishopstrow JIS poles	£1,716.24	Final
Codford Finger post	£729.23	Final
Speed limit implementation C274 & C275	£1,946.18	Final
Victoria Road Masefield road rbt improvements	£7,300.00	Estimate
The Close Warminster Topo survey	£1,680.00	Final
Portway / Newport road markings at junction.	£1,500.00	
Knook A36/B390 junction road markings	£0.00	
Ad-hoc Lining works Warminster Area	£0.00	
Warminster Boreham Fields parking review by shop.	£0.00	
Stuurford Lane Corsley - Signing & Lining works	£1,380.00	
Heytesbury Speed Limit changes - Park Lane / Tytherington Road	£3,500.00	
Total commitment 2016-17	£33,151.65	

Remaining Budget 2016-17 **£13,632.53**

Complete Schemes

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