

SOUTH WEST WILTSHIRE LOCAL HIGHWAYS AND FOOTWAYS IMPROVEMENT GROUP ACTION NOTES – 31/08/2022

	Item	Update	Actions and recommendations	Who
1.	Attendees and apologies			
	Present:	<p>Cllr Bridget Wayman – Wiltshire Council (BW) – Chair Cllr Nick Errington – Wiltshire Council (NW) Cllr George Jeans – Wiltshire Council (GJ) Tim Martin – Ansty Parish Council (TM) Morag Philpott – Chilmark PC (MP) Dickie Winchester – Compton Chamberlayne Parish Council (DW) Tony Phillips – Fovant Parish Council (TP) Frank Freeman – Hindon Parish Council (FF) Ruth Burrows – Kilmington Parish Council (RB) Graham Cotton – Kilmington Parish Council (GC) Nick Beale – Mere Town Council (NB) Roger Pipe – Mere Town Council (RP) James Craddock – Netherhampton PC (JC) Steve Banas – Swallowcliffe Parish Council (SB) Richard Blamey – Teffont PC (RB) Sandra Harry – Tisbury Parish Council (SH) Alexandra Boyd – Wilton Town Council – (AB) Alan Crossley – Wilton Town Council (AC) Clare Churchill – Wilton Town Council / Burcombe PC – (CC) Paul Shaddock – Wiltshire Council (PS)</p>		
	Apologies:	<p>Cllr Pauline Church – Wiltshire Council (PCH) Cllr Nabil Najjar – Wiltshire Council (NN) Ken Taylor – Quidhampton Parish Council (KT) Steven Black – South Newton & Stoford Parish Council (STB) Jane Childs – Sutton Mandeville Parish Council (JC) Richard Mitchell – Tollard Royal Parish Council (RM) David Button – Wiltshire Council (DB) Alex Howson – Wiltshire Council (AH)</p>		

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2.	Notes of previous meeting			
		<p>The minutes of the previous meeting were agreed at the South West Wiltshire meeting on the 29th June 2022.</p> <p>The South West Wiltshire Area Board minutes can be found at: https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=169&MId=14326&Ver=4</p>	That the update is noted.	Area Board
3.	Financial Position			
		<p>PS advised the group that as result of Ringway's annual contract cost uplift and other inflationary pressures that the overall cost increase in any works undertaken during the current financial year would be 11.25%.</p> <p>There is currently £14,277.75 still unallocated.</p>	That the update is noted.	Area Board

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4.	New Issues / Issues Requiring A Decision			
a)	Issue No: 14-20-8 Teffont PC Junction of EHD Route Signing Improvements	It will not be possible to move forward with the PC's suggested approach of applying an overlay on the sign at the junction of the A303 and Cow Drove. To achieve the required legal size of sign a new sign and sign assembly will be required. As this sign is located on the A303, as would the others sought by the PC, the proposed new signs would need to go through the National Highways Design Check & Approval Process. The estimated cost of these works is £10,000. This figure includes an allowance of £5,000 to complete the National Highways Design Check and Approval Process. Meeting held with PC to discuss this matter. PC to advised how they wish to proceed.	RB advised the PC were intending to approach Fonthill Estate and the EHD about funding the provision of the signing works. PS commented that he would be happy to attend any meeting to discuss if that would be of help. That the update is noted.	Area Board
b)	Issue No: 14-22-12 Fonthill Bishop PC Request for installation of bus stop and shelter on the north side of the B3089.	The PC have requested the installation of a bus stop and shelter on the north side of the B3089 in the vicinity of the shelter on the south side of the road. The land opposite the existing shelter is not recorded as public highway or land owned by Wiltshire Council so the provision of a stop and shelter would only be possible with the consent of the landowner. The PC have indicated that the landowner is prepared to provide land at this location if required. If the group support moving forward with this project the next step would be to meet with the PC and agree a site for the bus stop and shelter and begin discussions with the landowner over the land required.	The group supported this request and asked that work on developing a scheme commence in due course. That the update is noted.	Area Board

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c)	<p>Issue No: 14-22-13</p> <p>Teffont PC Request for measures to address speeding traffic on the B3089.</p>	<p>The PC have requested the provision of measures to deal with excessive speed on the B3089 approaching and leaving the village to both the east and the west of it. They have requested that consideration be given to the possible extension of the 30mph speed limit of the introduction of a 40mph buffer zone before reaching the 30mph speed limit. In addition to this they have requested that consideration be given to the introduction of various physical measure to help control speed.</p> <p>The first step would be to undertake a formal speed limit assessment to see if the 30mph speed limit could be extended or a 40mph buffer zone introduced. The cost of a formal speed limit assessment would be £2,500 (LHFIG contribution £1,875 / PC contribution £625).</p> <p>The introduction of other measures to control speed would only be considered once it has been determined whether a speed limit change is possible.</p>	<p>That the Area Board approves the allocation of £1,875 to allow this work to be undertaken.</p>	<p>Area Board</p>
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d)	<p>Issue No: 14-22-14</p> <p>Wilton TC Request for pedestrian crossing facility in South Street.</p>	<p>The TC have requested the provision of a crossing point in South Street, Wilton to aid people crossing between the car park and the doctor's surgery.</p> <p>If the TC wish to determine whether a formal crossing facility (Zebra or signal controlled) can be considered a formal pedestrian crossing assessment would need to be undertaken. The estimated cost of a pedestrian crossing assessment would be £2,000 (LHFIG contribution £1,500 / PC contribution £500). TC could be asked to undertake some informal assessment work to determine whether there is potentially a need to undertake a formal pedestrian crossing assessment.</p> <p>The provision of an informal crossing facility (advisory crossing point, pedestrian refuge) could be investigated. The provision of a pedestrian refuge is dependent on the width of the road with a road needing to be a minimum of 7.5 metres wide to allow for the provision of such a facility.</p> <p>The TC should be advised that the introduction of any crossing facility will result in the removal of parking to both provide the crossing facility and sufficient forward visibility of it. The amount of forward visibility required is determined by the 85th percentile speed of approaching traffic. As such a traffic survey should be commissioned in South Street to determine the speed of approaching traffic.</p> <p>Group to discuss this matter.</p>	<p>PS to work with the PC to organise a traffic survey in South Street, determine whether they wish to pursue a formal crossing assessment and whether a pedestrian refuge can be accommodated with the road.</p>	PS
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<p>e)</p>	<p>Issue No: 14-22-15</p> <p>Mere TC Improvements to Rights of Way MERE50 and MERE66.</p>	<p>The TC wishes to make improvements to two footpaths (MERE50 and MERE66) to provide better pedestrian access to and from the town centre for residents to the south where currently no safe pedestrian route exists. Mere TC proposals would like any improvements to consider widening and resurfacing the paths and installing lighting.</p> <p>A firm proposal will need to be developed by the TC and the Rights of Way Team (who are responsible for managing the Rights of Way network) and brought back to a future meeting of the group for further discussion.</p>	<p>The group supported this request and asked that work on developing a scheme commence in due course.</p> <p>GJ advised that whilst he was fully supportive of this project and acknowledged that it might be necessary to take it through the substantive bid process that improvements to the first section of MERE66 (Clements Lane end) were required as soon as possible and the TC had set aside some funding to allow improvements to be taken forward in advance of the wide scheme. GJ asked if officers would work with the TC to deliver improvements to this section of the Right of Way as a priority.</p> <p>PS asked that the TC advise him of the level of funding set aside and he and colleagues in the Rights of Way Team would determine what could be done on this section.</p>	<p>GJ</p>
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f)	<p>Issue No: 14-22-16</p> <p>Fovant PC Improvements to Right of Way FOVA5.</p>	<p>The PC have obtained a quote of £1,406 to install to steps on Footpath 5 in Fovant (FOVA5) to improve its safety for users.</p> <p>It is advised that a contingency of 25% is added to the above figure. Therefore, it is suggested that, if the group support this project an allocation of £1,757.50 is made (LHFIG contribution £1318.12 / PC contribution £439.38).</p> <p>If the group agree to allocate funding to the project before that funding is released to the PC it is recommended that an officer from the Rights of Way Team confirms they are happy with the identified contractor, scope of the works and proposed materials as ultimately FOVA16 is something that this team are responsible for managing.</p>	<p>That the Area Board approves the allocation of £1318.12 to allow this work to be undertaken.</p>	<p>Area Board</p>
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5.	Other Issues			
a)	Issue No: 6547 Quidhampton PC Lower Road Traffic Calming	Construction of the footway and traffic calming in Quidhampton has been provisionally programmed to take place between 03/01/23 and 23/01/23. Detailed design work ongoing.	That the update is noted.	Area Board
b)	Issue No: 14-20-1 Stoford & South Newton PC C283 Stoford Weight Limit	Installation of signing commenced on the 22/08/2022. Works to be complete by the end of August 2022.	That the update is noted.	Area Board
c)	Issue No: 14-20-4 Hindon PC Stops Hill Traffic Calming	Detailed design work in progress. Discussion with Streetworks on booking road closure underway. Based on Ringway's future works programme works likely to take place in February 2023. Date of works to be circulated to the PC once known.	That the update is noted.	Area Board
d)	Issue No: 14-20-5 Tisbury PC The Quarry / Weaveland Road Narrow Road	Works order issued to Ringway. Works provisionally programmed to take place during the first week of October 2022.	That the update is noted.	Area Board
e)	Issue No: 14-20-11 Fovant PC A30/High Street Kerb Realignment	PC funded traffic survey to determine level of traffic u-turning at High Street commissioned and to be undertaken on the 14 th September 2022. This is survey will help determine whether or u-turning traffic needs to be accommodated within the design of any proposed scheme. Design work commenced on the possible provision of a footway in front of The Forge. Initial concept design work has been discussed with Tony Phillips who will be discussing the options with the PC. Design work to continue based on which option the PC wish to proceed with.	That the update is noted.	Area Board

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f)	Issue No: 14-21-1 Compton Chamberlayne Sign Decluttering	Works order issued to Ringway. Works provisionally programmed to take place during the first week of October 2022.	That the update is noted.	Area Board
g)	Issue No: 14-21-3 Wilton TC The Avenue, Speeding Traffic	Works to install white gates at existing speed limit terminal signs to be completed by the end of August 2022. Atkins have commenced the speed limit assessment process and hope to provide the results in September 2022. The results of the speed limit assessment will be circulated once known.	That the update is noted.	Area Board
h)	Issue No: 14-21-5 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Glasses Lane	Works order issued to Ringway. Works provisionally programmed to take place during the second week of October 2022. Please refer to item 14-21-6 below for further information.	Chase Ringway to undertake works.	PS
i)	Issue No: 14-21-6 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Sutton Hill	Ringway have bundled together the works orders for this issue and issue 14-21-5 above. Ringway have experienced a delay in receiving the street nameplate to be installed at Sutton Hill and not been in position to the undertake these works. Street nameplates are expected to be delivered during week beginning 03/10/2022. Works provisionally programmed to take place during the second week of October 2022.	Chase Ringway to undertake works.	PS
j)	Issue No: 14-21-7 Swallowcliffe PC Request for Unsuitable for HGVs sign at the junction of the A30 and Barber's Lane	Works order issued to Ringway. Works provisionally programmed to take place during the first week of October 2022.	That the update is noted.	Area Board

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k)	Issue No: 14-21-9 Kilmington PC Request for pedestrians in road warning signs in The Street.	Project allocated to Jason Thorne in the Traffic Signing Team. Design work has commenced. Works order yet to be issued.	Chase Traffic Signing Ringway to Complete design work.	Area Board
l)	Issue No: 14-21-10 Mere TC Request for speed limit assessment along Shaftesbury Road	Atkins have commenced the speed limit assessment process and hope to provide the results in September 2022. The results of the speed limit assessment will be circulated once known.	That the update is noted.	Area Board
m)	Issue No: 14-21-12 Tollard Royal PC Investigations into whether virtual footways could be provided in Tollard Royal	Investigative work yet to commence.	That the update is noted.	Area Board
n)	Issue No: 14-21-12 Ansty PC Request for a 20mph speed limit.	It has been decided that the 20mph speed limit requests will be undertaken internally in the 2022/2023 financial year. Ansty PC have confirmed the extent of the area they would like assessed. Traffic surveys to be ordered in September 2022.	That the update is noted.	Area Board
o)	Issue No: 14-22-01 Barford St. Martin PC Request for installation of NAL sockets at three locations to enable the deployment of a SID.	Works order issued in July 2022. Awaiting programming of works by Ringway.	Chase Ringway to undertake works.	PS

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p)	<p>Issue No: 14-22-02</p> <p>East Knoyle PC Request for the provision of additional Unsuitable for HGV signage at junction of Church Rails and Holloway / Church Road.</p>	<p>The PC have yet to confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme.</p> <p>If the PC confirm that they support the proposed measures, then the estimated cost of the works would be £1,730. (LHFIG contribution £1297.50 / PC contribution £432.50). The quoted figure includes a 25% contingency.</p>	Chase PC for a response.	PS
q)	<p>Issue No: 14-22-03</p> <p>Broad Chalke PC Request for improvements to Low Lane (Footpath 18).</p>	<p>PC are currently awaiting decision of a funding bid to Cranborne Chase AONB for remainder of funding to allow construction works to commence. Decision expected in September 2022.</p> <p>Contractor identified and the scope and extent of works agreed with the Rights of Way Team.</p>	That the update is noted.	Area Board
r)	<p>Issue No: 14-22-04</p> <p>Chilmark PC Request for a 'Blind Summit' warning sign.</p>	<p>The PC have yet to confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme.</p> <p>If the PC confirm that they support the proposed measures, then the estimated cost of providing a 'Blind Summit' warning sign, complemented with a SLOW marking, is £2,178 (LHFIG contribution £1,633.50 / PC Contribution £544.50). The quoted figure includes an allowance for having to undertake some minor verge clearance to enable the siting of the sign at a location other than at the village entry sign and a 25% contingency.</p> <p>The cost estimate has also been produced on the basis of the lining works being undertaken as a standalone job. The estimated costs could be reduced by £500 if the lining works are undertaken alongside other lining works, but doing so would increase the time it takes for the markings to be provided.</p>	<p>The PC confirmed that they supported the proposed measures and would commit to a 25% contribution.</p> <p>That the Area Board approves the allocation of £1633.50 to allow this work to be undertaken.</p>	Area Board

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		<p>If the PC wished to just go with the 'Blind Summit' warning sign without the SLOW road markings, then the estimated cost of the works would be £896 (LHFIG contribution £672 / PC Contribution £224). The quoted figure includes an allowance for having to undertake some minor verge clearance to enable the siting of the sign at a location other than at the village entry sign and a 25% contingency.</p>		
s)	<p>Issue No: 14-22-05</p> <p>Chilmark PC Request for Unsuitable for HGVs signs.</p>	<p>The PC have yet to confirm that they support the proposed measures and are prepared to commit the necessary funding towards the scheme.</p> <p>If the PC confirm that they support the proposed measures, then the estimated cost of providing the Unsuitable for HGV signs is £1,878. (LHFIG contribution £1,408.50 / PC contribution £469.50). The quoted figure includes a 25% contingency.</p>	<p>The PC confirmed that they supported the proposed measures and would commit to a 25% contribution.</p> <p>That the Area Board approves the allocation of £1408.50 to allow this work to be undertaken.</p>	Area Board
t)	<p>Issue No: 14-22-07</p> <p>Tisbury PC Request to covert a limited waiting parking bay in the High Street to a disabled parking bay.</p>	<p>Proposed changes to the waiting restrictions in Tisbury have agreed with the PC. Draft TRO schedule to be finalised and sent to the Legal Team for processing in September. Formal TRO consultation anticipated to take place in early November 2022.</p>	<p>That the update is noted.</p>	Area Board

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<p>u)</p>	<p>Issue No: 14-22-08</p> <p>Hindon PC Request for 'Pedestrians in Road' warning signs.</p>	<p>As requested at the previous meeting the PC would like to keep this issue on the agenda for revisiting in the future.</p> <p>The PC have requested the erection of 'Pedestrians in Road' warning signs on the B3089 at the East Street and School Lane junctions. At East Street there is an existing illuminated sign assembly would need to be replaced as part of the works to ensure that the signpost had a suitable concrete foundation to accommodate the weight of the existing sign and additional wind loading on the signpost.</p> <p>There is already a SLOW marking present at the East Street junction where the 'Pedestrians in Road' warning sign would be erected. If the PC wished to complement the 'Pedestrians in Road' warning sign at the School Lane junction with a SLOW marking, then the estimated cost of providing the signs and the SLOW marking is £3,640 (LHFIG contribution £2,730 / PC Contribution £910). The quoted figure a 25% contingency.</p> <p>The cost estimate has been produced on the basis of the lining works being undertaken as a standalone job. The estimated costs could be reduced by £500 if the lining works are undertaken alongside other lining works, but doing so would increase the time it takes for the markings to be provided.</p> <p>If the PC wished to just go with the 'Pedestrians in Road' warning signs without the additional road marking, then the estimated cost of the works would be £2,218. (LHFIG contribution £1,663.50 / PC contribution £554.50). The quoted figure includes a 25% contingency.</p>	<p>PC to advise how they wish to proceed with this issue in due course.</p>	<p>PC</p>
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v)	Issue No: 14-22-09 Zeals PC Request for dropped kerb.	PC confirmed their contribution to the proposed scheme in July 2022. Quote for works obtained from Ringway. Works order to be issued to Ringway in September 2022.	That the update is noted.	Area Board
w)	Issue No: 14-22-10 Kilmington PC Request for acceleration lane at the junction of the B3092 and Coombe Barn Lane.	As advised the previous meeting the provision of an acceleration lane was not supported and a potential junction realignment scheme at the junction of the B3092 and Coombe Barn Lane would exceed what could be afforded through the LHFIG process. It was agreed that enhanced SLOW markings would be provided to further highlight the presence of the junction. Works ordered and due to be completed by mid-September 2022.	That the update is noted.	Area Board
x)	Issue No: 14-22-11 Fovant PC Improvements to Right of Way FOVA16.	Extent of works agreed with the Rights of Way Team. PC have ordered the works with their selected contractor and are currently awaiting the contractor to confirm the date that the works will be undertaken.	That the update is noted.	Area Board

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y)	Tisbury PC 20mph Speed Limit Extension	20mph speed limit assessment report has been received. The report presented two options for the extension of the existing 20mph speed limit in Tisbury which centre around whether to include Chicksgrove Road and Chilmark Road in any extension. The report has discussed with the local member and Parish Clerk who will be presenting it to the PC in September 2022 to determine which option they wish to pursue. Once that is decision is known draft TRO schedule to be finalised and sent to the Legal Team for processing. It should be noted that funding to allow the TRO work to be undertaken has already been allocated but a decision on the funding required to introduce an extension of the 20mph speed limit in Tisbury will be brought to the next meeting of the group.	That the update is noted.	Area Board
z)	Improvements to Bus Stop in Hindon	Works ordered and due to be completed by mid-September 2022.	That the update is noted.	Area Board

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6.	Closed Issues			
a)	<p>Issue No: 14-22-06</p> <p>Chilmark PC Request for Re-marking of white line.</p>	<p>The PC have yet to confirm that they support the proposed provision of an edge of carriageway marking and are prepared to commit the necessary funding towards the scheme.</p> <p>It was originally proposed that the provision of a marking at this location work would be undertaken by the Local Area Highways Office as part of their programmed maintenance works. However, that work is now completed for the current financial year so is not an option.</p> <p>If the PC confirm that they support the proposed measures, then the estimated cost of providing an edge of carriageway marking at this location is £1,336 (LHFIG contribution £1002 / PC contribution £334).</p> <p>The cost estimate has also been produced on the basis of the lining works being undertaken as a standalone job. The estimated costs could be reduced by £500 if the lining works are undertaken alongside other lining works, but doing so would increase the time it takes for the markings to be provided.</p>	<p>The PC advised that wished to withdraw this application at this time and pursue the re-marking of the faded line through the annual maintenance programme.</p> <p>That that this update is noted.</p>	Area Board
7.	Other Items			
a)	Highway Maintenance Update	PS advised that as DB was unable to attend the meeting no update could be provided, but specific queries could be raised with DB directly who would respond accordingly.	That the update is noted.	Area Board
8.	Date of Next Meeting:	30 th November 2022		

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1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIFG 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 the South West Wiltshire Area Board.

2.2. If funding is allocated in line with LHFIFG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, South West Wiltshire Area Board will have a remaining highways funding balance of £8,042.63 in the LHFIFG allocation available for the 2022/2023 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.