

	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
	Attendees and apologies				
	Present:	.Cllr Andrew Davis; Bill Parks; Cllr Tony Jackson; Len Turner; Simon Jasper, Martin Rose; Jacqui Abbott; Denise Knott; Sue Frasier; Pat White; David Searle; Veronica Mills;			
	Apologies:	Fiona Fox			
•	Notes of last meeting				
		The minutes of the previous meeting held were agreed at the Warminster Area Board on 16 th May 2017.	Noted and agreed		
		The Link can be found at:			
		Warminster Area Board Minutes 16th May 2017			



	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
3.	Financial Position				
		The current balance for the Warminster CATG for 2016-17 up to and including the 17 th March 2017 is £1,862.57 MR update 23/11/16 – Budget Figure includes additional predicted spend at Geys Hill of £2,000 29/03/17 Figure includes underspend of £1980.03 on Geys Hill. 29/03/17 See sheet attached. Funds include commitments carried forward from last year. Remaining budget up to date of meeting is £1,862.57. Allocation of £15,226 confirmed for 2017/18	See sheet attached. Remaining budget up to date of meeting is £12,437.03		MR
4.	Update on Top 5 Priority S	chemes			1
a)	3954 / 4185 The Close	Design options limited given lack of available space. Warminster TC have arranged site meeting for 14th 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. See email dated 15th Sept. MR to look at footway camber along The Close.(2.5% typical cross-fall required)	Meeting remains unarranged with both waste (to discuss commercial bins) and local residents to discuss proposed footway improvements. Need to move this forward as funds are allocated. Martin Litherland / Martin	1.	MR /FF



MR to check with Vicky Oates to see if metro count has been carried out.	Rose / Fiona Fox to attend mtg with residents	
Meeting held on 14 th October with WTC and owner of Prestbury Spots Bar. Outline design for footway improvements required before CATG meeting.		
06/12/16 Outline design for footway improvements presented to group. Cost likely to be in the region of £6k, but this may increase after firm costing prepared. CATG agreed to fund footway improvement work up to £6,000 subject to 25% contribution from WTC and confirmation of cost.		
WTC have undertaken some local consultation with residents and businesses. Businesses generally in support but two residents Mr & Mrs Angus McAfee 16 The Close and Peter Miles and Elaine Holloway 15 The Close have sent details of near misses to their properties with buses, delivery vans and their extreme concern about the widening of pavements.		
29/03/17 The waste issue previously thought to have been resolved appears to be ongoing.		
A future meeting would be beneficial to sort out issues with footway / waste. Kynegston Court to be included Warminster Town Council to arrange.		

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b)	4071 Victoria Road / Masefield Road	Agreed as Priority 1 scheme at 09/09/15 meeting. Issue relates to roundabout visibility, & safety MR – Site visit undertaken and initial options investigated. Signing & lining improvements & raise roundabout agreed. Approx. £5k. Town Council to confirm 25% MR update 23/5/16. Topo survey required due to inaccuracies of OS plan. Additional £1300 required. MR update 15/09/16. Design complete and issued to WTC on the 19th August for comment. To be presented to members at 3rd October meeting. CATG confirm acceptance of design/ 06/12/16 -MR explained detailed design 80% complete. Works order to be issued by end of Jan 17 Dec. Implementation likely during Spring 2017 due to requirement to install coloured surfacing	Programme date 29/09 – to 6/10. Additional cost due to electrics /ducting .Cost increase from £7,300, £10,500 to be agreed. CATG agreed to fund additional costs and Town Council has agreed the additional 25% funding.	1.	MR
c)	3146 / 4263 Imber Road	Speeding and crossing concerns raised. Also relates to issues on Woodcock Road. Metro count 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. Request metro count in first instance. Location to be agreed. MR update 23/5/16. Awaiting agreed locations for metrocount(s) MR update 15/09/16. Locations for MC's agreed. Programmed for wk. commencing 26th September. Delayed due to school holidays and overall heavy demand for MC's.	Awaiting implementation of bar markings. Transport model is available from PFA consulting and would cost approx. £2 - £3k to update. To be discussed at Town Development Committee and this could feed into modelling.	1.	MR



Possible CSW scheme –		
Metro count results: 1. Imber Road (N of East St.) Mean = 22.2mph, 85 th %ile 26.6mph AADT = 2212	All bar markings must go through Wiltshire Council at all times Lining work remains on the list that CATG has agreed.	MR
2. Imber Road (S of Fairfield Rd) Mean = 22.7mph 85 th % ile = 27.1mph AADT = 2210		
3. Fairfield Road Mean = 19.5mph 85 th % ile = 23.3mph AADT - 3944		
06/12/16 Bar markings across private driveways agreed. To be picked up under ad-hoc lining works.		MR
No scheme forthcoming at present time but issue will remain on list for time being. Local community is looking at forming a CSW group and is currently in discussion with Leanne Homewood.		WIIX
MR update 17/03/17 Work to undertake bar markings on Imber Road now unlikely to take place under 'ad-hoc lining works due to budgetary pressure and prioritisation of safety related marking reinstatements. CATG funds required to progress. Other issues highlighted including continued concern expressed by residents re. HGV use.		

		29/03/17 White Bar markings were not scheduled to be included as part of local highways ad hoc works as they were not safety related. £700 could be used for the bar markings. 25% already agreed from the Town Council. There may be a possibility of including with the Portway / Newport works. Town council have requested an estimate for modelling work on Imber Road. MR to speak to Atkins re. Likely cost and report back to group at next meeting.			
d)	4226 / Townsend Chitterne	Speeding concerns. MR - Please Note 3 no. Metro counts undertaken at separate locations along Townsend in December 2014. 85th percentile speeds range 26.6 – 32.2mph. Mean speed 22.2 – 25.4mph. Allocated as a PRIORITY 1 SCHEME – Options to be prepared for discussion at next meeting. MR update 23/5/16. Outline plans issued to Chitterne PC for comments 23/05/16 MR update 15/09/16. 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 Update 23/11/16. Issue on hold pending feedback from Chitterne PC. To be discussed at 7th December meeting.	Advert – 30th June 2017 End of objection – 24th July 2017. If no objections are received, implementation will be late summer Leave on tracker document for now	1.	MR



		Update - 06/12/17 20mph limit agreed with light touch measures to be implemented Estimated cost of £7k to include improvements to Gateway / legal etc. 25% contribution required from PC. Mike Lucas to check with PC ready for next CATG. 29/03/17 Outline plan of proposal issued to PC on 23/02/17. Response received on the 14/03/17 giving support to the proposal. TRO Schedules to be issued to Regulatory Team for processing. Implementation likely late summer.			
e)	4829 Heytesbury	Request to relocate 30mph speed limit terminal on Heytesbury from Tytherington road to coincide with new village boundary. Approx. 200 yds. Outline plan indicating proposals issued to HPC on 4/11/16, now approved. 06/12/16 - MR advised that formal advertisement was likely in Feb 17 with implementation during early spring 17. £3500 allocated by CATG 29/03/17.Formal advert commences 24th March 2017. End of objection – 18th April 2017. The Police have raised some initial concerns re. Mill Lane terminal point. MR to speak to PC before reporting back to PC. Implementation late summer 17	Works order issued to Ringway. Implementation before end of July 17	1.	MR
f)	4537 West Street	Problems with HGV's mounting pavement, concerns re. speed	Additional 5. bollards requested on southern side between #67 - 71.		MR



g)	4538 Boreham Fields	MR update 15/09/16. Site inspection required. 06/12/16 Site meeting arranged with WTC and residents 9/12/16. Depending on outcome outline design / costing to be prepared. 17/03/17 Option and costing to be presented to CATG for discussion at 24/03 meeting. Awaiting allocation to Priority 1 29/03/17 Assigned Priority 1 Agreed allocation of £3500 with 25% contribution required from WTC. FF to take back to Town Development Committee & then back to CATG. Town council to speak to Spencer Drinkwater re. HGV voluntary agreement Request for review of parking arrangements outside retail units MR update 15/09/16. Site inspection required Could tidy the area in terms of resurfacing area & bollards. 29/03/17 Agreed new Priority 1. Agreed to retain parallel parking arrangement, resurface footway and replace damaged kerbs. Estimated cost around £6k (TBC) with 25% contribution from Town Council	Additional cost of approximately £1, 100 to £4,700. TC contribution to be discussed. Town Council has agreed the additional funding for extra bollards CATG has agreed the additional monies and will proceed with project subject to agreement of bollard style with residents. Design work ongoing. Indicative costs £6k 12/7: Town Council has agreed their 25% contribution based on costs of £6k. Project to go forward	1.	MR	
5.	Priority 2 / Other highway Issues under consideration					
a)	4089 Woodcock Road Also see issue 3839	No priority allocated. Previous substantive scheme undertaken.	On hold. No further action at this stage pending update of school travel plan		FF	



		Kingdown will need to update travel plan and progress through Taking Action on School Journeys TAOSJ. Speak to Ruth Durrant. Possible Speed watch site. Metro count undertaken by St Georges School. 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. MR update 15/09/16. Issue on hold pending Kingdown school travel plan update. 29/03/17 Issue still on hold pending requirement for Kingdown School to update travel plan. Issue to remain on hold	Town Council may approach military at Battlesbury Barracks to seek the free dedication of the verge are opposite Kingdown school (north side) to enable improvement work. Town Council to action	
b)	3753 Chitterne topo survey	Topo survey undertaken in advance of traffic calming options being considered. Currently on hold MR update 15/09/16.issue on hold. 29/03/17 Issue to remain on hold.	On hold. No further action at this stage	
c)	3873 Chain Lane / Smallbrook Road	Issue remains with Town Council for consideration. 29/03/17. Issue remains on hold as it is still to be to be considered by town development committee	On hold. No further action at this stage pending decision from TC.	FF
d)	3611 Chapmanslade, High Street	Speeding and Highway safety concerns in High Street. Original item submitted 28/09/14. Request to reopen issue by PC CATG suggested "Advisory 20mph" scheme as part of TAOSJ. MR to send policy to Chapmanslade PC. MR update 15/09/16	On hold. No further action at this stage	



		Meeting held with J House in August to discuss options for improvement. MR update 17/03/17 - Topo survey request made. £2,050.00 + vat. Issue remains on hold pending outcome of Barters Farm development and possible Section 106 monies. 29/03/17 - Issue to remain on hold.		
e)	4812 West St – Luxfield Road	Speeding concerns West St* - Request for metro count on West street between Luxfield Road and Woodland Road (*please note this is actually Victoria Road) MR Update - SDR requested 15/09/16 SDR results. Eastbound - Av 31mph. 85%ile 37mph Westbound - Av 34mph, 85% ile 39mph	12/7 Bill Parks / Jacqui Abbott to raise with NTG Site could be a possible CSW scheme also – speak to Leanne Homewood. TAKE OFF ISSUE SYSTEM FOR NOW.	BP/ JA
f)	4806 Woodcock Road	Concerns over speeding vehicles between Imber road and Woodcock Park junction From Woodcock Park to Imber Road. 06/12/16 Metro-count request issued. Awaiting results MR update 17/03/17 Results issued to WTC 15/12/16. Mean speed = 28.3 mph, 85% ile Speed = 33.1 mph 29/03/17 See issue 4089 above. Issue to remain on hold.	See also issues 4089, 3839. No further action at this time	



g)	4694 Bath Road Warminster	Request for new footway link on Bath Road between Warminster School and Coldharbour playing fields. Site meeting with WTC and Bill Parks remains outstanding. MR to arrange	Meeting between MR / BP to be arranged	MR
h)	4874 Stockton	Speeding concerns - Request Metro count Stockton os The Glebe. 06/12/16 Metro count form sent to requester. 29/03/17 Awaiting metro count result	Mean speed 32mph 85 th percentile: 36mph Possible CSW scheme Inform requester and remove from tracker	
i)	5096 Vicarage Street.	Request for speed monitoring and implementation of physical traffic calming measures with the enforcement of penalties for traffic violations. 29/03/17 Metro count request to be issued. Location -close Emwell Street Junction; Action MR / Vicky Oates	Metro count request issued. Awaiting results	MR
j)	5112 Beechgrove Warminster	Traffic not obeying Access Only restriction speeding a danger to road occupants and playing children. Request for greater Police enforcement. 29/03/17 Issue to be referred to WTC Town Development Committee in first instance	Letter received from MP dated 16/06 £7k already spent on Beechgrove Bill & Jacqui take to NTG Community to discuss with NTG Letter from the Chair to the community and MP:	FF BP/ JA MR/ JA



			'No Entry' from Copheap Lane End could be considered subject to agreement with local residents. Exemption for refuse and emergency services	
k)	5113 Portway Warminster	There is now vehicles parked on both sides of road under the railway bridge at Portway Warminster while this appears to be legal it is extremely dangerous there have been several near head on collisions the road width is extremely limited and is on a main bus route and used by heavy lorries it is only a matter of time before an incident occurs WR1 form to be issued to requester – Action JA	Waiting for return of WR1 form. JA to chase up	JA
I)	5139 Ashley Place Warminster	Road layout re white lines right of way in Ashley Place. Cars which have right of way at junction are traveling too fast making very difficult for residents to exit their driveways. This junction was a marked as a T junction in the past but later got changed giving right of way to incoming traffic on a blind bend and this needs to be looked at before an accident happens. Children play on their bikes and scooters in this area and cannot be seen by traffic coming round the bend. I have also been informed that garden walls opposite the junction have been damaged in the past by cars coming round the bend too fast a T junction Slow sign would help alleviate this problem. when it was a T junction previously we did not have this problem. 29/03/17 Site visit required - Action MR Issue to be referred to WC Town Development Committee – Action FF	MR to revisit location and report back to group.	MR



m)	5151 Bishopstrow	Request for White gates at both ends of the village street	Site visit undertaken.		
		29/03/17 Site visit required to assess siting options – Action - MR	Village gates can be accommodated at southern terminal point. At northern end space on nearside by village nameplate. Cost installed £900 per gate 1.0m wide. £1000 per gate 1.5m Additional cost if signing changes required. Invite rep from PC to next mtg and inform re: likely		
n)	5165 Norton Lane, Sutton Veny	The parking here has become a real problem. Drivers using Norton Road are being forced into the middle of the road due to parking on both sides. Our main concern is the safety of pedestrians also using this stretch of road with no pavement who are also forced into the middle of the road. There is a bus stop on the junction used mostly by school children elderly residents and the route to it is at times very dangerous. The Parish Council have received complaints and are extremely worried that there will be an incident here 29/03/17 Existing hatched not discouraging parking close to the junction. Request for 'No waiting at any time' JA to issue WR1 form to SV PC	Awaiting submission of WR1/WR2 form		
0)	5167 Marsh St.	Request for Raised ridge at Marsh St. / Mount Lane junction. 29/03/17 Action - MR to undertake site visit and report back to CATG.	Go back and ask for more details from requester. Give details to Cllr Andrew Davis		JA
p)	5230 Whitbourne Springs	At the E junction of the A362 with Whitbourne Springs there are 2 one way accesses to the hamlet separated by a small	Cost of required topo survey £1250	1	SJ/ MR



		grass triangle about 5m across. The hamlet end of the grass separating piece has been eroded by vehicles using the E most access and then exiting through the other access by cutting across the grassed area against the one way system back onto the A362. 29/03/17 Priority 2 for all 3 issues raised from Corsley. MR will undertake site visits and report back to CATG when time permits. Action - CPC to liaise with Longleat Estate	New Priority 1 - CATG agreed to fund subject to confirmation of 25% Parish Council contribution		
q)	5231 Whitbourne Springs	Request for 20mph limit through Whitbourne Springs	Unable to achieve absolute min length of 300m required for speed limit. Leave on for now.		
r)	5232 Longhedge Whitbourne Springs	Vehicles approaching Long Hedge from Whitbourne Springs on the wrong side of the road. Longleat traffic at the end of long journeys with full cars come off the A362 into the Whitbourne Springs one ways system and then go into a normal 2 way lane for the remainder of the journey through Long Hedge to the Longleat Knapp's Gate entrance. Just before Long Hedge there is a right hand bend followed by a blind crest before the lane drops into Long Hedge. The bend pushes vehicles onto the RH side of the road probably with drivers subliminally thinking they are on an estate road with a continuing one way system	Priority 1 Minor signing improvement Inc. additional 2 way traffic warning sign Approx. £250.00. Agree to fund subject to agreement of 25% contribution from Parish council	1.	SJ/ MR
s)	5529 C10 Corton / Coombe View junction	Traffic losing control on bend due to excessive speed. Slight adverse camber. Request for warning signs and road markings.	Priority 1 .Site meeting has taken place. Options prepared for consideration of PC. Cost £1,350.00. Agree to fund subject to agreement of 25% contribution from Parish council	1.	

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6.	New issues submitted since previous meeting.				
	Item	Update	Actions / Recommendations	Priority 1= High 2=Low	Who
t)	5286 Speeding Deverill Road Warminster	Speeding traffic in Deverill Road, Traffic using this stretch of road are speeding coming of the bypass and still doing approx. 60mph and from other direction coming up hill from Fore Street speeding up hill and then keeping speed up to the bypass.speeds need to be checked between lamp posts No.50 and No.55	Metro Count to be organised MR	2	MR
u)	5334 SatNav issues directing vehicles through Corsley back roads	Longleat traffic following satnav trying to access Longleat down Fuzzy Hill lane from its junction with the A362. This involves going across the Dertford X roads and then past Wardens Farm back onto the main Geys Hill lane. The lane is single track and very steep the vehicles are often RVs or caravans and the crossroads is unexpected for those coming from outside the area	MR to investigate and report back to group	2	MR
v)	5404 Foreminster Court onto Fore Street exit visibility	Parking issue. As you exit the off-street parking at Foreminster Court onto Fore Street Warminster BA12 8DA there is a significant amount of vehicles parked on the side of the road. This makes it very difficult to exit onto the road safely as you have to edge your car out into the road to be able to see both ways. This has got significantly worse as an old car garage has recently been turned into flats on this road leading to an increase in the amount of vehicles needing to park nearby	JA to send WR1 form to requester. Town Development committee to discuss also	2	JA/ FF
w)	5406 Smallbrook Lane exit onto B4314	Exit from Smallbrook Lane is extremely dangerous. Due to lack of visibility due to parked cars white vans. Speed of cars using the B4314. A calming measure on the B4314 is required, cars are not adhering to the 30mile speed limit and even if they are you are still not visible exiting the lane. Needs traffic reducing to one lane with - narrowing chicanes allowing residents to exit safely. A notice to say that there is a hidden exit.	White hatching has been installed previously MR to view	2	MR



7.	Confi	rmation of Priority 1 Schemes (Max 5# to be progressed)				
	2. 3.	3954/ 4185 The Close Footway improvements 3146 / 4263 Imber Road Bar Markings 4829 Heytesbury / Mill Lane / Park Lane / Tytherington Road speed limit 4537 West Street Bollards				
	NEW SCHEMES FOR 7 SEPTEMBER AREA BOARD					
	6. 7.	4538 Boreham Fields footway / parking improvements 5230 Whitbourne Springs Topo survey 5232 Longhedge / Whitebourne Springs – two way warning signs / markings 5529 Corton / Coombe View Bend Warning signs	£6,000 £1,250 £ 250 £1,350			
	Any C	Any Other Business:				
	I.	I. Metro count Imber Road (upper part near Copheap): Fiona Fox to send details to Martin Rose to organise this.				
	II.	II. 5453 Dropped kerb request Victoria Road; approx. £800 cost. Will need to go to Town Development Committee in first instance.				
	III.	III. Bradley Road Metro count – Cllr Jackson to check location – LOG ON SYSTEM				
8.	IV.	. Knook Camp / Chitterne – grass very long – Cllr Jackson to record on MyWiltshire app as visibility issue				
	V.	Building site St. Andrews Road – Town Council email Joanne Patterson. Contact Phil Tilley, Development Control.				
	VI.	Overhanging trees – Boreham Road, Smallbrook Lane, Lower Marsh Road, South Street, East Street, The Close. Veronica to put onto MyWiltshire app for Pat Whyte to investigate.				
	VII.	. Bowling Club Sign – MR chase up.				
	VIII.	Brown sign on A36 is after the bypass roundabout on the B road. MR to ask Mark Stan	sby.			



- IX. Longbridge Deverill, Sand St data on HGVs. MR to check for David Searle.
- X. Tesco express double parking SF to email Joanne Patterson
- XI. Shearwater lake anglers parking on road NTG
- XII. Heytesbury, Imber and Knook existing dropped accesses. Bar markings. Bill Parks to email Martin Rose. LOG ON SYSTEM
- XIII. Traffic Lights / Weymouth St BP LOG ON SYSTEM
- **9. Date of Next Meeting:** 12th October, 10am Warminster Fire Station

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 £2,174.53 (see finance report dated 12/7/17)

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

6.1 There are no specific safeguarding implications related to this report.

Warminster CATG

12th July 2017

BUDGET 2017-18	£15,226.00	CATG ALLOCATION 2017-18
	£20,473.53	2016-17 underspend
Contributions		
	£375.00	Warminster TC for Portway / Newport
	£2,625.00	Warminster TC Masefield rbt
	£875.00	Heytesbury PC - Speed limit changes
	£300 00	Carelay BC Sturford Lana
	£200.00	Corsley PC -Sturford Lane
	£1,750.00	Chitterne PC for 20mph 1750 17/18
	£1,500.00	Warminster TC for the Close footway
	£1,150.00	Warminster TC for West Street bollards
		Warminster TC for Adhoc lining works
	£137.50	@ Imber Road
	£1,500.00	Warminster TC for Boreham Fields
	£312.50	Corsley PC -Whitbourne Springs topo
	£62.50	Corsley PC -Longhedge Signs / Arrows
Total Budget 2017-18	£46,124.53	

Commitments carried forward previous years

·		
Pound Street WR 8am -6pm Mon Sat (includes Boreham Rd/ Chain Ln)	£2,500.00	Actual
Victoria Road Masefield road rbt improvements	£10,500.00	Programmed Sept 17
Heytesbury Speed Limit changes - Park Lane / Tytherington Road	£3,500.00	Programmed July 17
The Close Warminster footway improvements	£6,000.00	Issue on hold pending meeting.
Townsend Chitterne 20mph	£7,000.00	On advert
New Schemes		
Ad-hoc Lining works Imber Road / Knook camp	£1,000.00	Works to be programmed
Warminster Boreham Fields Footway / parking changes	£6,000.00	
Warminster West street bollards and signs	£4,600.00	
C10 Corton Signs and road markings	£1,350.00	
Whitbourne Springs junction Topo survey	£1,250.00	
Longhedge Whitbourne Springs Two way traffic signs /arrows	£250.00	
Total commitment 2017-18	£43,950.00	
Remaining Budget 2017-18	£2,174.53	