

24th February 2021 Meeting (Microsoft Teams) - Minutes

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
1.	Attendees, Apologies &	Introductions			
	Apologies	Cllr Andrew Davis (Chair), Kate Davey (WC), Martin Rose (WC), Denise Nott (WC), Graeme Morrison (WC), Cllr Fleur de Rhe-Phillipe (WC), Cllr Tony Jackson (WC), Andrew Cumming (ULPC), Simon Wager (MBPC), Phil Holihead (Chapmanslade PC), Sue Fraser (Warminster TC), Gillian Flint (UDPC), Simon Jasper (CHPC), Caroline Sawyer, Kate Plastow (LDPC), Len Turner (Co-op member Warminster Community Partnership), Tom Dommett (Warminster TC), Liz Colvin (HI&KPC) Fiona Fox (Warminster TC), Spencer Drinkwater (WC)			
2.	Notes of the last meetin	g (12 th November 2020)			
		The minutes of the previous meeting held on the 12 th November 2020 were accepted and agreed.	Noted and agreed.		

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3.	Finance				
		Financial position at February 2021 (a) 2020-21 allocation = £15,226.00 (b) 2019-20 underspend = £6,512.84 (c) 2020 -21 3 rd party Contributions £9,162.50 (d) Total Budget for 2020-21 = £30,663.84 (a+b+c) (e) Scheme commitments 2020/21 = £29,643.81 (f) Current Balance = £1,020.03 (d-e) Refer to attached finance sheet.	Noted and agreed.		
4.	Update on top 5 Priority	Schemes			

CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:

- A summary will be retained
 The entry will be "greyed out" to indicate that it is in progress and no further discussion is required at the CATG meeting unless otherwise indicated.
 MR will provide updates in advance of meetings
 The item will be removed once the scheme has been implemented.

4.1	6661 Codford High Street. Signs to Lyons Seafood	 18/06/20 Sign proposals to be submitted to HE for approval and agreement. 12/11/20 Awaiting response from HE. MR to resubmit proposal. 24/02/21 KD chased contact at HE for a response via email 10/2/21, awaiting response. 	ACTION Keep chasing Highways England for a response.	1.	KD
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4.2	17-20-3 (29/01/20) Junction Portway & High Street, Warminster	 18/06/20 Approximately 8 pole cones required. Cost estimate including removal of old bollards, footway reinstatement and traffic management. £3000. TBA 13/08/20 Members agreed to allocate £3,000 for the provision of new pole cones to replace the existing surface mounted bollards. 12/11/20 Trial Pits required due to shallow services. Order placed, awaiting implementation. 24/02/21 Confirmation received on 11/02/21 that this work is now complete. Invoice to be issued. 	ACTION Issue invoice, close and remove from agenda.	1.	KD
4.3	17-20-7 (03/02/20) High Street, Maiden Bradley.	18/06/20 SDR undertaken at two locations on high Street Feb 20. Site 1 West - Mean = 24mph. 85 th percentile – 31mph. Site 2 – East – Mean speed 32mph. 85 th percentile – 39mph. Count at site 2 to be repeated to confirm and rule out device error. Current speed at eastern end would rule out provision of both a 20mph limit and on-carriageway footway. 13/08/20 Repeat SDR to be undertaken in early September when schools return. MR to speak to Simon Wagner to agree way forward once results are known. 12/11/20 Updated SDR count for High Street 17/10/20 - 16/10/20 Site 1 West - Mean = 20mph. 85 th percentile – 24mph.	ACTIONS Split into two separate schemes. B3092 village gates – send different styles of gates to PC. Progress to design phase. 20mph speed limit – traffic surveys to be carried out on Back Lane and Kingston Lane when lockdown restrictions are eased.	1.	KD

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4.4	17-20-9 (21/07/20) A362 Corsley Heath	Site 2 – East - Mean speed 29mph. 85 th percentile – 36mph. Site meeting has taken place with PC Virtual footway no longer supported however a 20mph limit on High St / Back Lane/ Kingston Lane is requested. Consideration of new signs / gates on B3092 (southbound) Estimated cost, Speed Limit -£4000, gates/ signs £3000. Agreed – Allocate £7000, PC 25% of cost. 24/2/21 Site visit undertaken by KD. Traffic survey sites for Back Lane and Kingston Lane located. Assessment to be progressed once lockdown restrictions are eased. Chased update on landowner's hedge removal for B3092 11/02/21. Request by Corsley PC for 40mph speed limit to be re-assessed with a view to implementing a 30mph limit. https://www.google.co.uk/maps 13/08/20 Members agree to move to priority 1 and allocate £2500. 12/11/20 Order to be issued. Speed limit assessment to take place early Jan 21. Delay due to social distancing restrictions. 24/02/21 Further delay due to latest national lockdown for Covid-19. This assessment will be completed once restrictions are eased.	DISCUSSION Simon Jasper commented on new development for Baytree Close resulting in another entrance onto A362. Martin Rose confirmed that Atkins have been made aware of this for inclusion in assessment. ACTION Chase Atkins on timeframe for completion when lockdown restrictions are eased.	1.	KD

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4.5	17-20-10 (16/7/20) Sand Street, Longbridge Deverill	Vehicles are mounting the pavement, damaging the pavements, causing stones to hit windows, vehicles reversing and hitting property number 83. Highways were called to an incident in early June, whereby a van had reversed and hit the corner of property 83, causing damage. 13/08/20 MR to look at bollard options and report back to group. 12/11/20 Discussions taking place with PC. Estimate of 8 no. pole cones. Length to be covered to be agreed. Estimated cost £2500. Agreed - Allocate £2500 in 2021/22 financial year.	DISCUSSION Martin Rose suggested recycling some of the emergency active travel poles which will be removed from other sites in the next few months. PC and Group agreed to this in principle. ACTION Send photos of poles and dimensions to PC for final consideration.	1.	KD
4.6	17-20-17 (03/11/20) High Street Warminster	The owner of S L Corden & Sons requests that the Bollards outside the Café Journal are extended up to the entrance to North Row to prevent delivery vans from driving onto the pavement to park. These vans are not only delivering to S L Corden's shop but to other premises in the area and on three occasions S L Corden's blinds have been hit causing the arms to be bent and damage that on one occasion was so bad that it resulted in having to replace a whole blind. The owner of S L Corden's concludes that it is only a matter of time before that happens again and they also cause damage to the pavement. https://www.google.co.uk/maps/ 12/11/20 Manchester style Bollards currently used on High street. Exisiting spacing between bollards approximately 5.0 – 6.0m. Approximately 2/3 no. bollards required. Estimated cost per bollard £150.00. Traffic	DISCUSSION Cllr Jackson confirmed how important this scheme is due to vehicle damage to footway and gullies in this area. ACTION Order and implement scheme using Manchester rebound bollards.	1.	KD

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		Management (lane closure) = £650.00. Total £950.00. Agreed - Allocate £950.00 (CATG £712.50, WTC £237.50) 24/02/21 Works pack to be issued imminently.			
5.	Priority Two / Pending S	Schemes			
5.1	6146 Woodcock Road	 08/06/20 No update to report. Item to remain on tracker as low priority 2. 13/08/20 No progress to report. Further attempt to be made to encourage submission of updated school. MR to speak to Ruth Durrant (school travel plan advisor. 12/11/20 MR has spoken to Ruth Durrant. Updated travel plans imminent. To be progressed under TAOSJ. 	ACTION Leave on agenda for now and monitor.	2	
5.2	7058 King Street Warminster	 26/09/19 Speeding complaint. Request for Traffic Calming. MR recommends metro-count to establish extent of problem. Issue to be discussed at WTC TDC first Action with Warminster TC. Speed survey request to be submitted. 18/06/20 No receipt of metro count request being received. 13/08/20 WTC have resubmitted metro-count request. 12/11/20 Awaiting metro-count results. MR chased 	ACTIONS Group agreed to close issue and remove from agenda. Inform requester accordingly.	2	KD WTC

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		02/11/20. Note significant waiting time for metro count requests. Count location relocated slightly due to availability of fixing point.			
		24/02/21 Traffic survey results (Dec 2020): Mean = 17.6mph , 85 th percentile = 21.4mph .			
5.3	17-19-2 (23/09/19) A36 / B390 Chitterne	Heytesbury PC request measures to improve safety at the junction of A36 / B390 Knook 18/06/20 MR has liaised with HE re. possible future work programmes and awaiting a response. 12/11/20 No update to report. MR to continue to chase Highways England. Traffic Engineer to look at road markings to examine why vehicles are queuing side by side at junction onto A36.	DISCUSSION Martin Rose confirmed he has previously asked contact at Highways England for information on future schemes in this area with no response. Denise Nott confirmed grass cutting south of junction is partly WC partly HE responsibility. Denise agreed to chase HE at appropriate time to maintain area sufficiently. ACTIONS Chase HE again for a response. Investigate road markings (arrows) to reinforce correct junction layout.	2.	KD KD
5.4	17-20-6 B390 Chitterne	Volume of traffic in general using the B390 as a rat run to avoid the A303/A36, particularly the tour buses/coaches travelling from Stonehenge to Bath and vice a versa. Request for Coach Ban on B390 with exemption for local buses. This is on ongoing issue with residents, in places there are no pavements and the road narrows, therefore making it difficult for resident to safely walk in their own village. 18/06/20 MR to investigate further and report to next CATG. Coach survey on B390 likely to be	ACTION Leave on agenda for now and review post Covid-19.	2.	

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		required to establish numbers. 13/08/20 1-week coach survey estimated cost £1350. Members agreed that a survey was unlikely to achieve meaningful data at present time due to Covid-19 and would be better considered next Spring (2021) Virginia Neal expressed ongoing concerns relating to B390, traffic volumes, speed etc and asked for joined up approach to look at these issues, particularly in light of planned improvements to the A303. 12/11/20 No update to report. Issue remains on hold. To be reviewed post Covid-19.			
5.5	17-20-8 (08/06/20) C10 Sutton Veny High Street	Traffic safety issues in High Street where there is reduced visibility due to parked vehicles and no pavement. Request for 20mph limit. https://www.google.co.uk/maps 13/08/20 Metro counts required to establish speed data through village. MR to arrange and report back to group. 12/11/20 Request for metro-counts placed and 5 no locations agreed. Please note there is currently a backlog of requests 6-9 months. 24/02/21 Traffic surveys pending. They will be commissioned once the Covid-19 national lockdown has been lifted.	ACTION Progress traffic surveys once Covid-19 lockdown restrictions have been eased.	2.	KD
5.6	17-20-11 (24/07/20)	Request to extend the pavement from its end in Victoria Road to Bugley Cottages, Victoria Road. WTC Members debated this issue and understood	DISCUSSION Cllr Jackson commented on the request not only for a footway but also a need for	2	

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	Victoria Road, Warminster	the residents' concerns and felt that this route would only get busier going forward when the Western Urban extension is completed. This would be a very expensive project and its integration with forthcoming development was crucial. https://www.google.co.uk/maps	a cycleway. Recommends this should be included in the Section 106 agreement. ACTION Leave on agenda for now and monitor.		
		13/08/20 Members agreed this issue needs to be considered as part of West Urban Development. MR to speak to Development Control re. possible section 106 monies.			
		12/11/20 The following response received from Kenny Green in Planning:			
		"Applications 15/01800/OUT and 17/01463/FUL are still pending as the legal agreements have been very complex affairs"			
		"Both committee reports set out the developer contributions that the drafted s106 will secure which extends to various off-site highway works. Warminster TC will also receive CIL monies"			
5.7	17-20-15 (03/11/20) Portway Warminster	Several members of the public who use wheelchairs/mobility scooters are experiencing difficulties crossing Portway at the exit of Bartholomew Lane/path at the crossing refuge point. Owing to the parked cars and the low-level visibility from a wheelchair/mobility scooter they are unable to see cars coming from the right. https://www.google.co.uk/maps/	DISCUSSION Cllr Davis expressed concerns over the possible loss of 12 parking spaces along Portway due to development. Martin Rose explained this might be due to the full visibility splay required in the design of the access. Cllr Davis confirmed this application has been called in.	2	
		12/11/20 Visibilty reduced for pedestrian crossing Portway (east to west) using the refuge island due to presence of parked vehicles. Pedestrian count /	ACTION Leave on agenda for now and monitor.		

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		assessment required before formal crossing can be considered. (Count cost £1000) Potential for possible Section 106 funding or substantive bid in 2021/22.			
5.8	17-20-16 (03/11/20) Pound Street Warminster	A resident has requested that something is put in place to stop larger vehicles accessing Pound Street from West Parade. They are happy to have bollards put on corners of the external wall as a deterrent and to protect their wall https://www.google.co.uk/maps/ 12/11/20 Signs erected in 2019 to direct HGV traffic along West Parade but evidence of these being ignored. New larger HGV sign could be provided. Bell bollards cannot be considered to protect wall of No. 87 Pound Street as likely to have been constructed without permission on public highway. Engineer to look at options/cost and report back to group.	DISCUSSION Martin Rose confirmed previous typo and that a bell bollard can be installed at this location. Cllr Jackson considered if the signing and road markings are a success is there a need for the bell bollard. This could be tackled with a staggered approach if agreed. ACTION Compile estimate for all works to be discussed at the next meeting.	2	KD
5.9	17-20-18 (03/11/20) Smallbrook road Warminster	A Temporary Traffic Management Order to close Smallbrook Road for the amphibian breeding migration for 12 weeks from 1st February 2021. A TTMO was made by Richmond Council for this purpose in Spring 2020. Reduce Smallbrook Road speed limit to 20mph between Turnpike Cottage and the junction with Southleigh View. Add speed bumps to the double-blind corner on Smallbrook Road and on the straight section	DISCUSSION Group discussed and agreed previous notes not to support TTMO or speed bumps for reasons outlined at last meeting. Group also discussed whether a 20mph speed limit assessment at the cost of £2500 would be beneficial and add value. Cllr Jackson considers it to be too costly and unenforceable and so does not support it.	2	

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	between Turnpike Cottage and the Calves Mead Sewage station. https://www.google.co.uk/maps/ 12/11/20 1. A TTMO could be considered on Smallbrook Road for the Amphibian breeding season. However signs alone are unlikely to be an effective deterrent and some form of removable barrier or gate would be required. Legal access to the pumping station would still be necessary. 2. A 30mph restriction has been implemented in 2020. A further reduction would require another assessment to be undertaken. 3. The provision of vertical features on the highway are governed by the Road Hump Regulations 1999. The regulations prohibit the provision of road humps where a system of street lighting is not present. The group did not support of the temporary closure request. They were more sympathetic to the request for a 20mph limit and recognised the local importance as walking and cycling route. It will therefore add the site to its 'pending' schemes requiring further investigation and assessment. Possible inclusion in 2021/22 financial year. The CATG did not support the request for road humps for the reasons outlined in point 3. Above.	Sue Fraser added that there is a degree of speeding already but would a 20mph also be ignored. ACTION Request traffic surveys once Covid-19 lockdown restrictions are eased to determine current speeds.		WTC

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6	New Requests submitte	New Requests submitted since last meeting				
6.1	17-20-19 (11/12/20) New Road, Codford	New Road – from the village shop to the junction of Green Lane is a popular pedestrian route. It is also a very busy road with high volumes of traffic but has no footway on either side for pedestrians. Request for white line along one side of the road to give pedestrians safe right of way.	This issue was not discussed as there was no representative from Codford PC in attendance. ACTIONS Defer to next meeting and request Codford PC attend to discuss issue. Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.	2	CPC KD	
6.2	17-21-1 (22/01/21) Spur Road off Cherry Orchard, Codford	Concerns over a footpath being used as a short cut to the primary school which meets the spur road opposite Wylye Coyotes. Vehicles use this cul de sac to turn around at school drop off time, young children also use it to ride their bikes and scooters to school. Drivers do not realise there is a footpath as it is not signposted and masked by fencing from adjacent house. Since the school had automatic gates installed cars can no longer use car park to turn around so this problem is getting worse. Request for warning signs on the verge to emphasise to vehicles that children are using the footpath and crossing this road.	This issue was not discussed as there was no representative from Codford PC in attendance. ACTIONS Defer to next meeting and request Codford PC attend to discuss issue. Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.	2	CPC KD	
6.3	17-21-2 (22/01/21) Junction off High Street to Cherry Orchard, Codford	Ongoing parking issues and traffic into Cherry Orchard because of access to the school and doctor's surgery. Parish Council now allow use of village hall car park for visitors. Request for direction signs on verge at the junction to direct traffic into village hall car park.	This issue was not discussed as there was no representative from Codford PC in attendance. ACTIONS Defer to next meeting and request Codford PC attend to discuss issue.	2	CPC	

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			Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.		KD
6.4	17-21-3 (08/02/21) Park Lane, Heytesbury	There are two 30 mph speed limit signs at either end of Park Lane and the chicane at Riverbank, Mill Farm and Heytesbury Mill experiences a lot of traffic and walkers. The Parish Council would like to establish whether safety signs could be installed to warn car drivers. This area is often used as a diversion when accidents occur on the A36 and many vehicles are not aware of the tight bend or that larger vehicles struggle to get through.	ACTION Site visit to assess most appropriate warning sign for this location.	2	KD
6.5	17-21-4 (12/02/21) Heytesbury village	The village of Heytesbury has many young families using buggies and the elderly population using buggies finding it difficult to navigate hard footpaths to get to local facilities and the school. Some work has been done in dealing with overhanging hedges, but the Parish Council would like to know if there is the possibility of a review in the village generally with advice on what might be possible to make transfer routes easier.	ACTION Arrange site visit with Parish Council once lockdown restrictions are eased to walk through the village and discussed locations for dropped kerb sites.	2	KD
7	AOB				
7.1	Upton Lovell PC - Bus shelter request on A36, previously discussed and not supported by CATG. Alan Cumming attended meeting to raise it again as there is a need for ensuring the safety of elderly members of the village. Informed the group that there might be some village funding which can be contributed in the future.				

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7.2	Longbridge Deverill PC:					
	Speeding issues on A350. Requests for information on metro count timescales. KD will send links to traffic survey forms and any requests made will be commissioned when lockdown restrictions are eased. A350 carriageway repairs – Denise Nott confirmed she is aware of these issues and is escalating them.					
	Solar bollard issue should be raised through the MyWilts App online reporting system for action.					
7.3	Upton Scudamore - Church Lane surfacing – Denise Nott confirmed this location is on the list for surface dressing. Will confirm time scale in due course.					
7.4	Thanks, and Goodbye - Cllr Tony Jackson expressed thanks to Cllr Andrew Davis for his efforts to chair the CATG meetings and to Martin Rose and highway officers for all their help and advice. All in agreement.					
8. Agreement of Priority 1 schemes (Max 5 to be progressed at any one time) Note: Issues which are 'Greyed out' indi orders have been issued but are awaiting implementation.					nere	
	Issues highlighted in Yellow are awaiting approval from the Area board 1. 17-20-7 High Street, Maiden Bradley. 20mph limit and Gateway on B3092					
2. 6661 Codford High Street. HGV Signs to Lyons Seafood (Monies not yet allocated) 3. 17-20-3 Junction of Portway & High Street, Warminster – Pole Cones £3000 (CATG £2250, Warminster TC £750) 4. 17-20-9 A362 Corsley Heath – Speed Limit Review - £2500 (CATG £1875.00, Corsley PC £625.00) 5. 17-20-7 High Street, Maiden Bradley - £7000 (CATG - £5250, Maiden Bradley PC £1750.00)						

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9.	Date of Next Meeting -	твс			

Highways Officer – Kate Davey

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 Highways funding balance of £1,020.03

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 none.

Warminster CATG

£6,512.84 2019-20 underspend

Contributions

Corsley Heath - Ped improvements by bus stop (£5000 20/21) Warminster TC - 30mph limit Smallbrook Rd (£750 20/21)

Warminster TC - Portway pole cones

Corsley PC speed limit assessment

H bar marking - Recharge to requester

Maiden Bradley PC - 20mph limit and gateway

High Street Bollards - Warminster TC

£5,000.00 Invoiced £650.00 Invoiced £750.00 Confirmed £625.00 Confirmed

£150.00

£1,750.00 Confirmed £237.50 Confirmed

Total Budget

£30,663.84

Commitments carried forward previous years

A362 Corsley Heath - Improvements by bus stop

Upper Marsh Road / Lower Marsh Rd/ Smallbrook Road speed Limit

H Bar Marking High street Chapmanslade

£13,443.81 Actual

£2,600.00 Actual

£150.00 Full recharge to requester

New Schemes 2020/21

A36 Codford High Street - Lorry Route Signs

Maiden Bradley - High Street $\,$ / Back Lane 20mph limit. Gateway on B3092 $\,$

 $\label{prop:constraint} \mbox{Junction of Portway and High Street Warminster - Jislon City Pole cones}$

A362 Corsley Heath Speed limit assessment

High Street - 2 no. Manchester Bollards SL Corden to North Row

£0.00 Awaiting HE feedback

£7,000.00 £4000 Speed Limit / £3000 Gateway (Land Owner to cut back hedge)

£3,000.00 Estimate

£2,500.00 Estimate

£950.00 Estimate

Total commitment

£29,643.81

Remaining Budget

£1.020.03