27th October 2021 Meeting (Microsoft Teams) – MINUTES

	ltem	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
1.	Attendees, Apologies &	& Introductions			
	Present	Cllr Andrew Davis (Chair), Cllr Bill Parks (WC), Cllr Tony Jackson (WC), Cllr Pip Ridout (WC), Kate Davey (WC), Denise Nott (WC), Simon Wager (MBPC), Philip Holihead (Chapmanslade PC), Tom Dommett (WTC), Anthony Potter (Bishopstrow), David Ball (Corsley PC), Nikki Spreadbury Clew (LDPC/USPC), Bob Payne (Sutton Veny PC), Ken Windess (Horningsham PC), Spencer Drinkwater (WC), Cllr Sue Fraser (WTC)			
2.	Notes of the last meeting	ng (21 st July 2021)			
		The minutes of the previous meeting held on the 21 st July 2021 were accepted and agreed.	Noted and agreed.		
3.	Finance				

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	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who		
		Financial position at July 2021 (a) 2021-22 allocation = £14,905.00 (previous years £15,226.00) (b) 2020-21 underspend = £11,668.53 (c) 2021 -22 3 rd party Contributions £3,046.67 (d) Total Budget for 2021-22 = £29,620.20 (a+b+c) (e) Scheme commitments 2021/22 = £11,636.68 (f) Current Balance = £17,983.52 (d-e) Refer to attached finance sheet.	Noted and agreed.				
4.	Update on top 5 Priorit	y Schemes					
• A sum • The er • MR wil	 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	17-20-7 (03/02/20) High Street, Maiden Bradley.	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. B3092 village gates – resource allocated.	MBPC have agreed on village gate style. Design and order in progress. Update on hedge cutting provided indicating one side has been completed and the other is imminent. SLA recommendation not yet received. Keep priority 1 for the moment.	1			

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		 MBPC to arrange for hedge removal. KD sent out village gate styles for consideration. 20mph speed limit assessment – surveys currently being carried out and awaiting final report recommendations. 			
4.2	17-20-9 (21/07/20) A362 Corsley Heath	Atkins are now in the process of completing the assessment as Covid restrictions have been lifted fully. I will send on the recommendations as soon as they have been received.	SLA recommendation not yet received. Corsley PC meeting on 4 th December. If recommendation received in time send out for review.	1	
4.3	17-20-17 (03/11/20) High Street Warminster	Works completed and invoice submitted.	Remove and close	1	
4.4	17-20-10 (16/7/20) Sand Street, Longbridge Deverill	Works completed and invoice submitted.	Remove and close. Kate Padstow conveyed residents' thanks.	1	
4.5	17-21-11 (07/07/21) Upton Lovell, Manor Road	Maria Ironside (ULPC) explained the concerns at the triangle on Manor Road as you enter the village. KD commented on a few minor improvements to signing and road markings to increase visibility of the junction. Group agree to fund and implement the suggested improvements. Signing and road marking orders have been placed with anticipated completion before the	Remove and close. Invoice to be issued in due course.	1	

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		end of the calendar year. Cost estimate £500 (CATG £375, PC £125).			
4.6	17-21-9 (11/3/21) Chapmanslade A3098	Concerns regarding existing street lighting between Cleyhill Gardens and Wood Lane junctions. The change in demographic due to recent developments means there will be more children using this footway early in the morning to access public transport to school. Request for additional street lighting be affixed to BT poles numbers 6120818, at the Old Chapel and 6120807 at No 55 High St on the basis of increased footfall along poorly maintained footways which constitute a safety hazard. Request for quote from Street lighting department sent by KD in August 2021. Chased again October 2021. Awaiting response.	Action Send Chapmanslade PC options for review once received.	1	KD
5.	Priority Two / Pending	Schemes			
5.1	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. <u>29/6/21</u> KD chased contact at HE for a response via email, awaiting response. 	Action Response received from HE, send this onto Codford PC with this advice and ask to review.	2	KD
		Codford PC have responded to confirm this is still an issue therefore KD has chased HE again for a response on 12/10/21. Awaiting response.			
5.2	6146 Woodcock Road	21/7/21 Kingdown School do not have an up-to- date travel plan. Cllr Jackson commented on	Group discussed and agreed to remove issue from agenda and close.	2	

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		parking on north side and carriageway breaking up. Cllr Parks confirmed there has never been an arrangement agreed to dedicate the land of the unofficial layby as highway. DN confirmed status of verge is not public highway to maintain so there is not much highways can do to improve the site.			
5.3	17-19-2 (23/09/19) A36 / B390 Chitterne	 24/2/21 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. Attended site meeting with Cllr Parks and have agreed some minor road marking improvements at the junction. Please see attached proposal plan with a cost of approx. £800 (CATG £600, PC £200) for discussion. 	DiscussionComments on plan by Cllr Parks, KatePlastow, Anthony Potter and PhilHolihead regarding issues with thisjunction. Cllr Parks on behalf ofHeytesbury. Agreed to support.ActionCllr Ridout to ask for police enforcementat this junction. Enforcement of DWL atB390/A36 Knook junction.Group agreed to move to priority 1 andimplement.	2	KD
5.4	17-20-6 B390 Chitterne	<u>21/7/21</u> Chitterne PC confirmed they wish to wait a while longer for tourism to increase again before carrying out a coach survey. Discuss again at the next meeting.	Clerk for Chitterne PC commented. Leave on agenda for now. <u>Action</u> Chitterne PC to review before next meeting.	2	Chitterne PC
5.5	17-20-8 (08/06/20) C10 Sutton Veny High Street	After the traffic survey data was review by the Parish Council and the costs for an assessment (£2,500) had been explained KD received email confirmation that the Parish Council do not wish to proceed.	Discussion SVPC commented on SIDs and 20mph. They don't believe the surveys were in the correct places to catch speeding. Noted that Street furniture is required to attach traffic	2	

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			survey equipment.		
			PH said they can request info from Chapmanslade PC who has already completed the process for SID installation. Cllr Parks also commented that he will help where necessary.		
			Leave on agenda but no action for now.		
5.6	17-20-11 (24/07/20) Victoria Road, Warminster	<u>21/7/21</u> Cllr Jackson commented the footway and cycleway should extend out to the bypass rather than just within the extent of the housing development. Cllr Parks confirmed discussions on linking the route which would result in no action being required along Victoria Road.	Discussion Cllr Ridout commented on master plan for western Warminster urban extension. Cyclists asked for circular route round town and that is in the plan. Not relevant to CATG. Remove and close. Group agreed.	2	
5.7	17-20-15 (03/11/20) Portway Warminster	<u>21/7/21</u> Planning application has been submitted. Cllr Macdonald commented on developer contribution towards formal crossing in that area. Cllr Davis concerned about losing parking for Portway residents. Cllr Parks commented the planning permission is seeking full travel plan and requirement for a formal crossing. Group agreed to wait and see outcome of planning.	DiscussionLinked to planning application. CllrParks commented 106 money whereDevelopment control are developingplans for pedestrian crossing at thissite. Issue of formal crossingresulting in reduction in on streetparking. CATG observations taken onboard.Remove and close. Group agreed.	2	
5.8	17-20-18 (03/11/20) Smallbrook road Warminster	<u>21/7/21</u> Cllr Davis commented the recently installed 30mph speed limit is still in its infancy. Cllr Macdonald commented speed limit cannot be enforced as police resources	Discussion 30mph recently installed too early to say needs to be monitored for a longer period of time. Cllr Davis and	2	

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		 limited. Suggests closing road except for access. This is a new option which Warminster Town development committee need to discuss. Cllr Jackson commented there are many residents and businesses a closure would affect and doesn't support this option. Suggested CSW with resources from the nature reserve could help the situation. Cllr Parks supports Cllr Jacksons comments and any proposal of this nature would require extensive pre-consultation. Maiden Bradley and Chapmanslade PC both agree that CSW is effective. Leave on agenda and monitor. 	Cllr Parks suggest this issue be removed and closed. Group agreed. Add to WTC meeting agenda and response to original requesters.		WTC
5.9	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. 21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue. KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response. 	Discussion Codford PC must attend meeting if they want to progress issues and keep issues on agenda. Action Cllr Davis to chase up with PC and Cllr Newbury if issues are still ongoing. Cllr Parks and Denise to meet with clerk and discuss.	2	Cllr Davis/Cllr Parks/DN

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5.10	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. 21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue. KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.	 Discussion Codford PC must attend meeting if they want to progress issues and keep issues on agenda. Action Cllr Davis to chase up with PC and Cllr Newbury if issues are still ongoing. Cllr Parks and Denise to meet with clerk and discuss. 	2	Cllr Davis/Cllr Parks/DN
5.11	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. 21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue. 	DiscussionCodford PC must attend meeting ifthey want to progress issues andkeep issues on agenda.ActionCllr Davis to chase up with PC andCllr Newbury if issues are stillongoing.Cllr Parks and Denise to meet withclerk and discuss.	2	Cllr Davis/Cllr Parks/DN

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		KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.			
5.12	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. Heytesbury Parish Council have confirmed support and funding contribution for these improvements. Cost estimate £1,000 (CATG £750, PC £250) Group to discuss priority/funding at meeting. 	DiscussionGroup discussed proposals and costs. Heytesbury PC have confirmed contribution. Cllr Parks spoke in support and on behalf of Heytesbury PC. Group agreed to support and fund project.Action Move to top priority and implement.	2	KD
5.13	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. Heytesbury Parish Council have confirmed support and funding contribution for these improvements.	DiscussionGroup discussed proposals and costs. Heytesbury PC have confirmed contribution. Cllr Parks spoke in support and on behalf of Heytesbury PC. Group agreed to support and fund project.Action Move to top priority and implement.	2	KD

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		Cost estimate £4,500 (CATG £3,375, PC £1,125) Group to discuss priority/funding at meeting.			
5.14	17-21-5 (12/2/21) Warminster, Chapel Street	A resident has contacted the town council to complain about the large vans, lorries, and even a car transporter, using Chapel Street. Large vehicles find they cannot turn at the bottom of the road and have to get residents to move their vehicles. Chapel Street is a narrow, one-way road with no footpath. KD received confirmation from Parking Services on 18/10/21. The request for these lines to be refreshed has been raised and will be done as soon as possible.	Required action completed. Remove and close.		
5.15	17-21-8 (5/3/21) Warminster, Damask Way	Residents have raised concerns about the lack of give way markings as you enter the main section of Damask Way. Concerns relate to traffic turning right out into oncoming traffic. There is also an issue with a barrier set back from the carriageway as children may be at risk of running into the road.	Discussion Group discussion on location and issue. DN commented on maintenance liability for future and many estate roads have this layout. Group agreed NFA.		
		Cllr Davis to review this request with Warminster town development committee. Keep on agenda for discussion outside meeting.	Remove and close with no action. WTC to confirm NFA with requester.		КD WTC
5.16	17-21-10 (21/6/21) Corsley, Sturford Lane junction with A362	This is a dangerous junction for traffic emerging onto A362. Traffic from the west is generally travelling at 50mph (at least) along a straight highway - heavy lorries using this as a runway to build up speed to get up the hill leading to Picket Post roundabout. Traffic from the east is travelling at speeds up to 50mph along the A362, through a triple bend with three junctions -	Discussion David Ball commented on issues on both approaches to Sturford Lane. Take another look and propose improvements on both approaches.		

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		Longhedge x 2 and Sturford Lane. From the Sturford Lane junction it is impossible to see oncoming vehicles hidden by two of the triple bends until the last moment, the problem is exacerbated by a bus shelter. Request for warning signs and road markings to highlight the junction and raise awareness for drivers to reduce their speed. After meeting and discussing this issue on site with Cllr Parks the best solution would be to add a cantilever bracket to the existing sign to allow better visibility to approaching traffic, along with some transverse road markings either side of the existing SLOW marking. The costs for this are likely to be in the region of £,1,000 (CATG £750, PC £250). Priority/funding to be discussed at meeting.	Action Further investigation required. Site meeting Cllr Parks/KD/David Ball. Thanks to Denise for having bank cut back.		KD/Cllr Parks/Corsley PC
5.17	17-21-12 (01/07/21) Warminster, Imber Road footway	Request for footway on the east side to be widened in the vicinity of the zebra crossing. Cllr Davis has spoken to Kingdown School regarding updating their travel plan. Commented that this issue might be resolved by cutting back the hedge to the highway boundary to increase footway width and visibility. DN to contact landowner to request hedge cutting. Update to be given at meeting. Monitor to see if this is enough to resolve the issue.	DiscussionVarious comments on existing layout and the onus being on the user to walk in single file as approaching the crossing. Not ideal provision but group agreed no viable highway engineering improvement.Action Remove and close.Original requester to be informed.		KD WTC

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6	New Requests submitt	ed since last meeting			
6.1	<u>17-21-14</u> (16/8/21) Upton Scudamore, A350 – Bus shelters	The two bus shelters on the A350 at Upton Scudamore towards Warminster and Westbury, have no sides and passengers waiting are open to all the elements on a fast and busy road. It has become more apparent as School children now have to get the bus as opposed to a taxi pick them up. Request for bus shelter with sides as well as a roof to be installed.	DiscussionKD explained costs in region of £6,000-£7,000 and maintenance liability of replacing bus shelters.ActionUpton Scudamore PC to review this issue and give update at next meeting		USPC
6.2	<u>17-21-15</u> (7/9/21) Crockerton, A350 – dropped kerbs	On the A350, directly opposite Five Ash Lane, the footpath has no dropped kerb on one side, where it passes over the private road, making it impossible for wheelchair and mobility scooter users to travel between Longbridge Deverill and Warminster. It is also difficult for those pushing pushchairs and prams. Request for dropped kerbs to be installed.	DiscussionKate Plastow explained issue in moredetail. Possibly only one set ofdropped kerbs at this site requested.Feasibility and costings in firstinstance requested.Cllr Jackson comments on issue andpossibly more than one dropped kerbrequired. Suggests priority onestraight away.Group agree to move to priority 2 untilspace becomes available on priority 1list.		
6.3	<u>17-21-16</u> (26/9/21) Sutton Veny - SIDs	The Parish Council are looking into purchasing a Speed Indicator Device that would be able to be moved across four different locations in the village. At this stage we are just trying to ascertain the cost of erecting four suitable poles on the verge at the side of the highway, close to	Discussion Group agreed to move to priority 2 list until further discussions with other parties on SID installation have been carried out. Review at next meeting.		

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		the entrances of the village within the 30mph speed limit.			
6.4	<u>17-21-17</u> (6/10/21) Horningsham, Heavens Gate car park	Regular visitors to the Longleat Estate often park at the free car park across the road from the access path to Heaven's Gate. This is a dangerous crossing for pedestrians with traffic often approaching at dangerous speeds, seemingly unaware of the potential hazard of cars slowing to turn into the car park and numerous pedestrians. The Parish Council has been approached with asking if there is any possibility of applying for some safety measures, such as road markings and warning signs.	Discussion Ken Windess explained issues. Concern over traffic volume turning into car park and no indication of car park or pedestrians crossing. Cllr Parks commented on concerns and supports signing/road marking improvements. Group agreed to move to priority 2 list until space on priority 1 list becomes available.		
6.5	<u>17-21-18</u> (6/10/21) Horningsham village hall/Water Lane – virtual footway	It has been brought to the attention of the Parish Council that pedestrians walking out of the village hall are now in danger due to the increased volume and speed of the traffic. It is requested that a white line be put in as a virtual footpath outside the hall as there is enough width within that road area to implement it.	Crossing the road to get to village hall no footway on village hall side or Bath Arms area. Group agreed to move to priority 2 list until space on priority 1 list becomes available.		
7	АОВ				
7.1					
	Send link to highway works costs out with minutes. Cllr Park has spoken to parishes about costs.				
	Bishopstrow SID investigation. 30mph speed limit repeater sign investigation to be raised formally in due course.				
	Cllr Tony Jackson – requested at last meeting to apply for substantive bid application for 20mph speed limit in Warminster town centre. Take to WTC town development committee agenda for support in first instance.				

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8.	 8. Agreement of Priority 1 schemes (Max 5 to be progressed at any one time) Note: Issues which are 'Greyed out' indicate schemes where orders have been issued but are awaiting implementation. 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 - £7000 (CATG - £5250, Maiden Bradley PC £1750.00) 2. 6661 Codford High Street. HGV Signs to Lyons Seafood (Monies not yet allocated) 3. 17-20-9 A362 Corsley Heath – Speed Limit Review - £2500 (CATG £1875.00, Corsley PC £625.00) 4. 17-19-2 A36 / B390 Chitterne road marking improvements - £800 (CATG £800) 5. 17-21-3 Park Lane, Heytesbury warning signs - £1,000 (CATG £750, Heytesbury PC £250) 6. 17-21-4 Heytesbury village various dropped kerbs in the village - £4,500 (CATG £3,375, Heytesbury PC £1,125) 				
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9.	Date of Next Meeting	- 19 th January 2022 at 10am via MS Teams			

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 £11,683.52

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

BUDGET 2021-22	£14,905.00 CATG ALLOCATION 2021-22
	(Previous years £15,226.00)
	£11,668.53 2020-21 underspend

Contributions

Corsley PC speed limit assessment Maiden Bradley PC - 20mph limit and gateway High Street Bollards - Warminster TC Longbridge Deverill PC - Sand Street Jislon poles Warminster TC - Pound Street bell bollard & HGV signing/road markings Upton Lovell PC - Manor Rd signing & road markings Warminster Boreham Rd resident for H bar markings

Total Budget

£29,620.20

Commitments carried forward previous years

Longbridge Deverill Sand Street - Jislon poles Waminster Pound Street - Bell bollard & HGV signing/road markings £872.00 Actual £5,000 Rejected

£625.00 Confirmed

£1,750.00 Confirmed

£178.67 Invoiced

£218.00 Invoiced

£125.00 Confirmed

£150.00 TBC

£1,250 Rejected

New Schemes 2021/22

A36 Codford High Street - Lorry Route Signs Maiden Bradley - High Street / Back Lane 20mph limit. Gateway on B3092 A362 Corsley Heath Speed limit assessment High Street - 2 no. Manchester Bollards SL Corden to North Row Warminster Copheap Lane warning sign Upton Lovell, Manor Road - Signing & Road Markings £0.00 Awaiting HE feedback £7,000.00 £4000 Speed Limit / £3000 Gateway (Land Owner to cut back hedge) £2,500.00 Estimate £714.68 Actual £50.00 Estimate £500.00 Estimate

Total commitment **£11,636.68**

Remaining Budget

£17,983.52

