

19th January 2022 Meeting (Microsoft Teams) – MINUTES

	Item	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 Pip Ridout (WC), Kate Davey (WC), Denise Nott (WC), Philip Holihead (Chapmanslade PC), Tom Dommett (WTC), David Ball (Corsley PC), Nikki Spreadbury Clew (LDPC/USPC), Jane Faulkner (USPC), Bob Payne (Sutton Veny PC), Cllr Sue Fraser (WTC), Cllr Macdonald (WTC), Graeme Morrison (WC), Len Turner (Warminster), Heather Parks (SVPC) Spencer Drinkwater (WC), Anthony Potter (Bishopstrow PC), Simon Wager (MBPC), Cllr Tony Jackson (WC),			
2.	Notes of the last meeti	ng (27 th October 2021)			
		The minutes of the previous meeting held on the 27 th October 2021 were accepted and agreed.	Noted and agreed.		

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3.	Finance				
		Financial position at January 2022	Noted and agreed.		
		 (a) 2021-22 allocation = £14,905.00 (previous years £15,226.00) (b) 2020-21 underspend = £11,668.53 (c) 2021 -22 3rd party Contributions £4,421.67 (d) Total Budget for 2021-22 = £30,995.20 (a+b+c) (e) Scheme commitments 2021/22 = £17,936.68 (f) Current Balance = £13,058.52 (d-e) Refer to attached finance sheet. 			
4.	Update on top 5 Priorit	y Schemes			
• A sum • The er • MR wi	mary will be retained htry will be "greyed out" to Il provide updates in adva	ers have been placed for Priority One schemes a further discussion of meetings he scheme has been implemented.		otherwise	indicated.
4.1	1	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.	Discuss when Simon online didn't attend. Cllr Parks provided update on behalf of MBPC informing group that the PC will meet with land owner to discuss land issued for gate installation. 20mph assessment report is being	1	

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		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. Since confirmation that a gate on the west side is not viable due to width restrictions, MBPC are discussing the issue with the estate and will confirm outcome in due course. 20mph speed limit assessment – surveys complete. Assessment report currently being finalised and should receive any time now. KD will ensure MBPC are sent the report as soon as it arrives.	finalised and KD will forward once received. Leave as priority 1.		
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. KD chased recommendation 14/1/22. Assessment complete and recommendation being finalised. KD to send to PC as soon as it's received.	Speed limit assessment report to be finalised in next few weeks. KD will forward onto PC once received.	1	
4.3	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	All agreed ongoing. KD to monitor and oversee implementation.	1	

ı	ltem	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
	17-21-4 (12/02/21) Heytesbury village	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 agreed top priority and implement. Resource allocated and design/order being processed currently. Anticipated completion early in new financial year. 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. Cost estimate £4,500 (CATG £3,375, PC £1,125) Group agreed top priority and implement. Resource allocated and design/order being processed currently. Anticipated completion early in new financial year.	All agreed ongoing. KD to monitor and oversee implementation.	1	

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4.5	17-19-2 (23/09/19) A36 / B390 Knook & Heytesbury	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) Group agreed to make top priority and implement. Plan submitted for road markings to take place in spring/summer.	All agreed ongoing. KD to monitor and oversee implementation.	1	
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.	Street lighting estimate with Chapmanslade PC for review and to confirm contribution. Cllr Parks is supportive. Group agreed to allocate £4,500 of CATG funding.	1	

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		Streeting lighting information sent to PC for review on 14/1/22.			
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. 29/6/21 KD chased contact at HE for a response via email, awaiting response. Codford PC have responded to confirm this is still an issue therefore KD has chased HE again for a response on 12/10/21. HE response received and sent to PC for review. PC have confirmed they wish to proceed with the HE 3 rd party works team process for this signing request. KD has asked HE to outline process and next steps.	All agreed ongoing. Wait for National Highways to confirm 3 rd party works process and liaise with Codford PC.	2	
5.2	17-20-6 B390 Chitterne	21/7/21 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. Chitterne PC to provide update.	No representative in attendance. Leave on agenda for now and monitor.	2	
5.3	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.	Sutton Veny PC confirmed this issue is duplicated at 5.9. Group agreed to close this issue down and remove from agenda.	2	

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		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 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.			
5.4	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. Cllr Parks and Denise to provide update.	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	
5.5	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	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	

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		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. Cllr Parks and Denise to provide update.			
5.6	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. KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	

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		Cllr Parks and Denise to provide update.			
5.7	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 - 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. Second site meeting undertaken in Dec 2021. Agreed proposal. Please see plan at end of agenda. Revised estimate £1,200 (CATG 75% = £900, PC 25% = £300).	Corsley PC raised issue with Whitbourne springs junction. Cllr Parks has discussed with Denise who will replace signing at this junction to improve visibility for direction of travel. Advanced Direction Sign on approach to the junction in situ. Cllr parks supports proposal presented at end of agenda. Group agreed to move to priority 1 and allocate funds.	2	
5.8	<u>17-21-15</u> (7/9/21)	On the A350, directly opposite Five Ash Lane, the footpath has no dropped kerb on one side,	Kate Plastow confirmed support.	2	

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	Crockerton, A350 – dropped kerbs	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.	Group agreed to move to priority 1 and allocate ballpark estimate of £1,000.		
		Request for dropped kerbs to be installed. Group agree to move to priority 2 until space becomes available on priority 1 list.			
		LDPC have provisionally set aside £300 contribution pending formal estimate when this issue reaches priority 1 list.			
5.9	17-21-16 (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 the entrances of the village within the 30mph speed limit.	Linked to 5.3. Sutton Veny PC have met with Denise and Martin Rose and got quotes for SIDs. PC meeting early February to agree budget and confirm supplier.	2	
		Group agreed to move to priority 2 list until further discussions with other parties on SID installation have been carried out.	Nicki Spreadbury Clew confirmed they applied for SID and installation works all through Area Board grant, effective and speedy process. Discussion on school issues and TAOSJ process.		
5.10	17-21-17 (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,	Cllr Parks spoke on behalf of Horningsham PC Supports issue. Group agreed to move to priority 1 and allocate £1,000. PC to confirm	2	

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		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. Group agreed to move to priority 2 list until space on priority 1 list becomes available.	contribution.		
5.11	17-21-18 (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. Group agreed to move to priority 2 list until space on priority 1 list becomes available.	Group agreed to defer issue and leave on priority 2 list for now until resource becomes available for further investigation.	2	
5.12	17-21-14 (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. KD explained costs in region of £6,000-£7,000 and maintenance liability of replacing bus shelters. USPC have reviewed installation/maintenance costs and confirmed they wish to initially	Upton Scudamore explained bus shelter has no side panels and a missing back panel with many elderly villagers and students for Kingdown school using it. Cllr Parks supports replacement of this shelter. Photos showing state of shelter viewed. Philip Holihead supports scheme. Denise to arrange for removal of adjacent post which once housed a	2	

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		proceed with one shelter on the Warminster bound side of A350.	bin. Group agreed to move to priority 1 and allocate £5,250 with 25% contribution from USPC £1,750 to be confirmed. KD to go back to PC with shelter options for review in due course.		
6	New Requests submitt	ed since last meeting			
6.1	17-21-20 (10/11/21) Copheap Lane, Warminster	A resident has contacted the town council to raise the issue of road safety for pedestrians and cyclists on Copheap Lane. Residents have witnessed or experienced, speeding vehicles when crossing the lane. This has made it increasingly difficult to cross at the point where residents cross the road from the site of Shanley's recycling centre to access The Copheap, itself. This is made increasing more challenging for pedestrians as the there is a blind bend towards Imber Road. There have also been multiple sightings of vehicles overtaking other vehicles on the mini roundabout at the junction of Hillbourne Close. Cyclist have also report that speeding drivers have performed dangerous, very close overtakes in this narrower part of the lane as it nears Imber Road. Request for 20mph speed limit and/or crossing point to popular walking site of The Cophead.	Cllr Parks commented this has been discussed previously. Cllr Davis recalls many discussions including traffic calming but it's approved military route. Cllr Ridout commented on speeding being an enforcement issue for police. Not viable for 20mph due to military route and there are dangers to cyclists everywhere not restricted to this location only. Resurfacing and slight tweak to mini roundabout previously carried out. Heather Parks commented when clerk this was looked at multiple times, safe walking routes difficult to achieve. Never been able collect data to evidence speeding.		

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		Cllr Macdonald commented no practical solution. Cllr Parks suggests for councillors to discuss SIDs and take back to town development committee. Philip Holihead suggested interventions such as CSW and SIDs will help to deter speeding. Group agreed nothing CATG can do at this stage. Remove and close.		
17-21-21 (10/11/21) Kings Street, Warminster	Residents of this road have contacted the town council to raise the issue of road safety for residents, pedestrians and cyclists on King Street. Residents have increasingly experienced, speeding vehicles cutting through from Fore Street to South Street – in both directions. The road has a significant narrowing halfway up the street – to 25 feet which makes the road a single car width. The road has a straight line of sight from top to bottom. Cars therefore speed increasingly using the road to cut through. Request for access only restriction on King Street, single speed hump sited at narrowest point of King Street and for the existing SLOW marking to be refreshed.	Cllr Fraser commented problems in the area using it as short cut and hitting building. Cllr Davis doesn't feel the requested actions will alleviate the problem for all residents. Cllr Macdonald commented it's not simply a short cut issue but danger for pedestrians and cyclists. Supportive of speed hump. Denise to refresh SLOW marking. Confirmed in the system to be done in due course. Previous CATG issue regarding overhanging building. Nicki Spreadbury Clew suggests		

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			traffic survey.				
			Denise confirmed this was previously looked at as speeding issue with Martin Rose originally suggesting traffic survey.				
			Group agreed Warminster TC to submit Traffic survey form.				
7	AOB						
7.1	78 High Street, Chapmanslade – road surface repairs required as deep pothole is damaging property. Cllr Parks and Denise Nott to resolve. Denise confirmed pothole will be filled and patched in due course.						
	Cllr Parks mentioned for	mat and budget might change to CATG. Corsley F	C to put forward schemes for consideration	in new fin	ancial year.		
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. 17-20-9 A362 Corsley Heath — Speed Limit Review - £2500 (CATG £1875.00, Corsley PC £625.00) 3. 17-21-3 Park Lane, Heytesbury warning signs - £1,000 (CATG £750, Heytesbury PC £250) 4. 17-21-4 Heytesbury village various dropped kerbs in the village - £4,500 (CATG £3,375, Heytesbury PC £1,125) 5. 17-19-2 A36 / B390 Chitterne road marking improvements - £800 (CATG £800) 6. 17-21-9 A3098 Chapmanslade street lighting improvements - £6,000 (CATG - £4,500, Chapmanslade PC £1,500) 7. 17-21-10 Corsley, Sturford Lane Signing & Road Marking improvements - £1,200 (CATG - £900, Corsley PC £300) 8. 17-21-15 A350 Crockerton dropped kerb - £1,000 (CATG - £750, LDPC - £250) 9. 17-21-17 Horningsham Heavens Gate car park signing improvements - £1,000 (CATG - £750, HPC - £250) 10. 17-21-14 A350 Upton Scudamore bus shelter replacement - £7,000 (CATG - £5,250, USPC - £1,750)						
9.	Date of Next Meeting - TBC 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 £908.52.

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.
- 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	£625.00	Confirmed
Maiden Bradley PC - 20mph limit and gateway	£1,750.00	Confirmed
High Street Bollards - Warminster TC	£178.67	Invoiced
Longbridge Deverill PC - Sand Street Jislon poles	£218.00	Invoiced
Warminster TC - Pound Street bell bollard & HGV signing/road markings		£1,250 Rejected
Upton Lovell PC - Manor Rd signing & road markings	£125.00	Invoiced
Warminster Boreham Rd resident for H bar markings	£150.00	TBC
Heytesbury PC - warning signs	£250.00	Confirmed
Heytesbury PC - various dropped kerbs	£1,125.00	Confirmed

Total Budget £30,995.20

Commitments carried forward previous years

Longbridge Deverill Sand Street - Jislon poles £872.00 Actual

Waminster Pound Street - Bell bollard & HGV signing/road markings £5,000 Rejected

New Schemes 2021/22

Heytesbury village various dropped kerbs

A36 Codford High Street - Lorry Route Signs £0.00 Awaiting HE feedback Maiden Bradley - High Street / Back Lane 20mph limit. Gateway on B3092 £7,000.00 £4000 Speed Limit / £3000 Gateway (Land Owner to cut back hedge) A362 Corsley Heath Speed limit assessment £2,500.00 Estimate High Street - 2 no. Manchester Bollards SL Corden to North Row £714.68 Actual Warminster Copheap Lane warning sign £50.00 Estimate Upton Lovell, Manor Road - Signing & Road Markings £500.00 Actual B390/A36 Knook junction road marking improvements £800.00 Estimate 2022/23 Heytesbury, Park Lane warning signs £1,000.00 Estimate 2022/23

£4,500.00 Estimate 2022/23

Total commitment £17,936.68

Remaining Budget £13,058.5

