

	Item	Update	Actions and recommendations	Who
1.	Attendees and apologies			
	Present:	Cllr Bridget Wayman – Wiltshire Council (BW) – Chair Cllr Nick Errington – Wiltshire Council (NE) Andrew Bay – Alvediston Parish Meeting (AB) Ashley Truluck – Broad Chalke Parish Council (AT) Jane Mayhew – Burcombe Parish Council (JM) Roger Brake – Donhead St. Mary Parish Council (RO) Neil Southerden – East Knoyle Parish Council (NS) Martin Brown – East Knoyle Parish Council (MB) Tony Phillips – Fovant Parish Council (TP) Frank Freeman – Hindon Parish Council (FF) Elizabeth Hames – Kilmington Parish Council (EH) Ruth Burrows – Kilmington Parish Council (RB) Nick Beale – Mere Town Council (NB) Roger Pipe – Mere Town Council (RP) Claire Cartwright – Sutton Mandeville Parish Council (CC) Jane Childs – Sutton Mandeville Parish Council (JC) Steve Banas – Swallowcliffe Parish Council (SB) Richard Blamey – Teffont PC (RB) Bev Cornish – Tisbury Parish Council (BC) Clare Churchill – Wilton Town Council (PS)		



1.	Attendees and apologies			
	Apologies:	Cllr George Jeans – Wiltshire Council (GJ) Cllr Pauline Church – Wiltshire Council (PCH) Cllr Nabil Najjar – Wiltshire Council (NN) Tim Martin – Ansty Parish Council (TM) Dickie Winchester – Compton Chamberlayne Parish Council (DW) Graham Cotton – Kilmington Parish Council (GC) Ken Taylor – Quidhampton Parish Council (KT) Richard Mitchell – Tollard Royal Parish Council (RM) David Button – Wiltshire Council (DB) Alex Howson – Wiltshire Council (AH)		
2.	Notes of previous meeting			
		The minutes of the previous meeting were agreed at the South West Wiltshire meeting on the 5 th October 2022.	That the update is noted.	Area Board
		The South West Wiltshire Area Board minutes can be found at:		
		https://cms.wiltshire.gov.uk/ieListDocuments.aspx?Cld=169&M ld=14327&Ver=4		
3.	Financial Position			
		There is currently £8,096.83 still unallocated.	That the update is noted.	Area Board



4.	New Issues / Issues Requiring	A Decision		
a)	Issue No: 14-21-9 Kilmington PC Request for pedestrians in road warning signs in The Street.	Meeting held with PC to discuss exact requirements and location of the proposed signs. Following these discussions a revised cost estimate has been produced. The revised cost estimate for this work is £1,920 (LHFIG contribution £1440 / PC contribution £480) [Note: Figure includes a 25% contingency]. The increase in costs has arisen from the PC wishing to have signs at three locations (instead of the two locations previously requested) and the need for additional temporary traffic management measures to allow the works to be safely undertaken.	allocation of £1,050 towards this project.	Area Board
		The group has previously allocated £390 towards this project and the PC £130 towards it. To proceed with the revised proposals the group would need to commit to providing an additional £1050 worth of funding. The PC would also need to commit to providing an additional £350 worth of funding.		
b)	Issue No: 14-22-02 East Knoyle PC Request for the provision of additional Unsuitable for HGV signage at junction of Church	Meeting held with the PC to discuss signage options available to them to provide improved Unsuitable for HGV signage at Church Rails. If the PC confirm that they support the proposed measures, then the estimated cost of the works would be £1,730 (LHFIG		Area Board
	Rails and Holloway / Church Road.	contribution £1297.50 / PC contribution £432.50). The quoted figure includes a 25% contingency.		



Broad Chalke PC
Request for improvements to

Low Lane (Footpath 18).

Issue No: 14-22-03

c)

The PC have advised that they are still awaiting the decision of a funding bid to Cranborne Chase AONB, who are in turn waiting on a funding decision from DEFRA before they can confirm whether they can provide funding towards this project. Decision expected in early 2023.

In consideration of the above the PC have also advised that, subject to funding, the earliest they currently anticipate starting construction would be March 2023. This is to avoid the worst of the winter weather. A start in March 2023 would be sensible as there would hopefully be both better weather and firmer ground which would make construction works quicker and easier to undertake.

The PC have also asked whether the group would consider providing additional funding towards this project. As previously discussed at the group the PC have received an estimate of £23,000 to make improvements to Low Lane and sought a 50% funding contribution of £11,500 from the group. The group has already approved an allocation of £13,695 to this project. [Note this figure includes a 20% contingency and a 75% contribution towards a temporary TRO if the right of way needs to be closed to enable the works to be safely completed].

LHFIGs can fund up to 75% of a cost of a scheme. On this basis, considering the allocation already approved (including the possible TRO costs) the group could potentially allocate an additional £4,380 towards this project.

The group are to discuss this issue.

AT advised the group that the PC remained hopeful that they would receive the funding from the AONB which would allow the project to move forward to delivery in Spring 2023. AT further advised that he wished to draw to the group's attention a potential need for a small amount of additional funding to deliver this project in the new financial year due to the well increase in costs of materials. AT commented that the overall picture around funding should be clearer by the time of the next meeting of the group in February.

That the update is noted.

Area Board



d)	Issue No: <u>14-22-08</u>	As requested at the previous meeting the PC would like to keep	PC to advise how they wish to	PC
		this issue on the agenda for revisiting in the future.	proceed with this issue in due	
	Hindon PC		course.	
	Request for 'Pedestrians in	As previously advised if the PC wish to move forward on the		
	Road' warning signs.	basis of just providing 'Pedestrians in Road' warning signs then		
		the estimated cost of the works would be £2,218. (LHFIG		
		contribution £1,663.50 / PC contribution £554.50). [Note: Figure		
		includes a 25% contingency].		
		If the PC wish to move forward on the basis of providing both		
		the 'Pedestrians in Road' warning signs and associated SLOW		
		carriageway markings, then the estimated cost of the works		
		would be £3,640 (LHFIG contribution £2,730 / PC contribution		
		£910). [Note: Figure includes a 25% contingency].		
		PC to advise if they wish to proceed with this issue at this time.		



e)	Issue No: <u>14-22-15</u>	At the previous meeting of the group the TC outlined their aim to make improvements to two footpaths (MERE50 and	raised and discussed potential	
	Mere TC	MERE66) to provide better pedestrian access to and from the	funding options. The group agreed	
	Improvements to Rights of Way MERE50 and MERE66.	town centre for residents to the south where currently no safe (or suitable) pedestrian route exists.	that an application should be submitted to the Substantive LHFIG fund.	
		The TC have received an estimate for undertaking surfacing		
		improvements to MERE50 and MERE66 of £55k. This figure doesn't include any contingency allowance (typically around 20%) or costs associated with the legal TRO procedure to formally close the right of way to allow the necessary works to take place (typically around £2,500), or provision for lighting which is an option that the TC have previously indicated that they wish to consider.	Application for funding to be submitted to the LHFIG fund.	PS
		The TC have indicated that they are seeking between a £10k-£20k contribution towards the cost of the project.		
		From an engineering perspective delivering improvements to MERE50 and MERE66 is technically possible. Providing an improved route to the town centre via Clements Lane would be difficult to achieve both from a land ownership and engineering point of view. As such delivering improvements to MERE50 and MERE66 would represent a good way of meeting the TC's ambition of providing better pedestrian access to the town centre.		
		The group are to discuss this issue and potential options for funding the work if they are in support of the proposed scheme.		



f)	Issue No: 14-22-17 Kilmington PC Request for speed limit assessment along New Road	The cost of a speed limit assessment would be £2,500. (LHFIG contribution £1,875 / PC contribution £625).	That the Area Board approves the allocation of £1,875 towards this project.	Area Board
g)	and Kilmington Common Issue No: 14-22-19 Fovant PC Request for Pedestrians in Road Warning Signs	The PC have requested the installation of four pedestrians in road warning signs at various locations in the village to highlight areas where footways don't exist. The PC have obtained a quote of £740.62 from BCW Office Products Ltd to supply four signs, posts, and fittings. The request for the provision of the warning signs is something that the group can consider. However, the quote cannot be accepted by Wiltshire Council. The quote doesn't allow any costs for the erection of the signs or any temporary traffic management measures required to allow the signs to be safely erected. Additionally, signs to be erected on the public highway in Wiltshire are supplied to the Council through its term highway contractor (currently Ringway). The estimated cost of providing the four pedestrians in road warning signs, with each complemented with a SLOW marking, is £3,260 (LHFIG contribution £2,445 / PC contribution £815). [Note: Figure includes a 25% contingency]. If the PC wished to just go with the four pedestrians in road warning signs, then the estimated cost of the works would be £1,753 (LHFIG contribution £1,314.75 / PC contribution £438.25). [Note: Figure includes a 25% contingency].	TP advised that the PC were looking to pursue the sign only option. That the Area Board approves the allocation of £1,314.75 towards this project.	Area Board



h)	Issue No: <u>14-22-20</u>	The PC and school have requested the provision of two School		Area
		Keep Clear markings at Ludwell Primary School following a	allocation of £1,372.50 towards	Board
	Donhead St. Mary PC	recent collision involving a pupil.	this project.	
	Request for two School Keep			
	Clear markings at Ludwell	The estimated cost of providing the School Keep Clear		
	Primary School	markings, is £1,770 (LHFIG contribution £1,372.50 / PC		
	-	contribution £442.50). [Note: Figure includes a 25%		
		contingency].		
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		The PC have confirmed that they support this project and have		
		committed to provide the necessary 25% contribution.		



		TAND TOOTWATS IN ROVEMENT GROOT ACTION NOTES SO/11/202		
i)	Issue No: <u>14-22-21</u>	The PC have requested that consideration be given to the	The group supported this issue	Area
	D: 1 DO	possible provision of village gates at the western entrance to the	and noted that proposals to	Board
	Dinton PC	village, carriageway narrowing's and other measures to address	address the concerns raised	
	Request for village gates and other measures to address	speeding concerns.	would be brought to a future meeting for consideration.	
	speeding in the village	The provision of village gates is possible, subject to being able	meeting for consideration.	
		to physically fit them given the restricted space by the village /	That the update is noted.	
		speed limit terminal signs because of the adjacent ditches.	That are apaste to hotes.	
		Narrowing the carriageway could potentially be considered.		
		However, given that the road running through Dinton is a 'B' road		
		it is expected to carry a certain size and volume of traffic so this		
		would limit the scope of what can be considered. Additionally it		
		is worth noting that the most recent traffic surveys undertaken in Dinton in April of this year indicated a minor speeding issue that		
		didn't meet the criteria for Police enforcement or the		
		consideration of physical traffic calming features.		
		Light touch measures could be considered to improve the		
		conspicuity of the 30mph speed limit through the village. Light		
		touch measures that could be considered include painting		
		30mph speed limit roundels, upgrading the repeater signs so		
		that they are on yellow backing boards, provision of SLOW		
		markings next to existing warning signs and the use of a SID at		
		the western end of the village (if one is not already used).		
		It is suggested that officers meet with PC representatives to		
		determine what options they wish to pursue and cost up a		
		package of measures to bring to a future meeting of the group for a funding decision.		



5.	Other Issues			
a)	Issue No: 6547 Quidhampton PC Lower Road Traffic Calming	Construction of the footway and traffic calming in Quidhampton has been programmed to take place between 03/01/23 and 23/01/23. Detailed design work ongoing.	That the update is noted.	Area Board
b)	Issue No: 14-20-1 Stoford & South Newton PC C283 Stoford Weight Limit	Scheme essentially complete. All installation works undertaken and TRO legally enforceable. Snagging issues with solar powered sign light and damaged bollard to be addressed.	That the update is noted.	Area Board
c)	Issue No: 14-20-4 Hindon PC Stops Hill Traffic Calming	Unfortunately delivery of this scheme will have to be delayed until the new financial year due to the forthcoming change in the Council's highways contractor. The PC have been advised accordingly. Detailed design work to continue to allow scheme to be taken forward early in the new financial year.	That the update is noted.	Area Board
d)	Issue No: 14-20-5 Tisbury PC The Quarry / Weaveland Road Narrow Road	Works order issued to Ringway. Works provisionally programmed to take place during January 2022.	That the update is noted.	Area Board
e)	Issue No: 14-20-8 Teffont PC Improvements to EHD HGV Route Signing	The PC have advised that they have contacted Fonthill Estate who have agreed to fund the cost of the work to provide the additional signage. Ian Turner from the Signing Team to progress design and installation of additional HGV directional signage, including obtaining necessary consents for the signs to be erected on the A303.	That the update is noted.	Area Board



f)	Issue No: 14-20-11 Fovant PC A30/High Street Kerb Realignment	Design work ongoing in liaison with the PC. It is hoped that a proposal will be brought to the next meeting of the group for a funding decision.	That the update is noted.	Area Board
g)	Issue No: 14-21-1 Compton Chamberlayne Sign Decluttering	Works order issued to Ringway. Works programmed to take place during week commencing 19/12/2022.	Chase Ringway to undertake works.	PS
h)	Issue No: 14-21-3 Wilton TC The Avenue, Speeding Traffic	Works to install white gates at existing speed limit terminal signs completed. Speed limit assessment process undertaken. Assessment report currently being drafted. Report to be circulated in December 2022.	That the update is noted.	Area Board
i)	Issue No: 14-21-5 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Glasses Lane	Works order issued to Ringway. Works programmed to take place during week commencing 19/12/2022.	Chase Ringway to undertake works.	PS
j)	Issue No: 14-21-6 Sutton Mandeville PC Request for Unsuitable for HGVs sign at the junction of the A30 and Sutton Hill	·	Chase Ringway to undertake works.	PS



k)	Issue No: 14-21-7 Swallowcliffe PC Request for Unsuitable for HGVs sign at the junction of the A30 and Barber's Lane	Works order issued to Ringway. Works programmed to take place during week commencing 19/12/2022.	Chase Ringway to undertake works.	PS
I)	Issue No: 14-21-10 Mere TC Request for speed limit assessment along Shaftesbury Road	Speed limit assessment process undertaken. Assessment report currently being drafted. Report to be circulated in December 2022.	That the update is noted.	Area Board
m)	Issue No: 14-21-12 Tollard Royal PC Investigations into whether virtual footways could be provided in Tollard Royal		That the update is noted.	Area Board
n)	Issue No: 14-21-12 Ansty PC Request for a 20mph speed limit.	Traffic surveys ordered. Traffic surveys to be undertaken in December 2022.	That the update is noted.	Area Board



0)	Issue No: 14-22-01 Barford St. Martin PC Request for installation of NAL sockets at three locations to enable the deployment of a SID.	Works order issued in July 2022. Works to be completed by 02/12/2022.	That the update is noted.	Area Board
p)	Issue No: 14-22-04 Chilmark PC Request for a 'Blind Summit' warning sign.	Project has been allocated to Jason Thorne in the Signing Team. Preparation of the works order has commenced. Works ordered to be issued in December 2022.	That the update is noted.	Area Board
d)	Issue No: 14-22-05 Chilmark PC Request for Unsuitable for HGVs signs.	Project has been allocated to Jason Thorne in the Signing Team. Preparation of the works order has commenced. Works ordered to be issued in December 2022.	That the update is noted.	Area Board
r)	Issue No: 14-22-06 Chilmark PC Request for extension of existing edge of carriageway line		That the update is noted.	Area Board



s)	Issue No: 14-22-07 Tisbury PC Request to convert a limited waiting parking bay in the High Street to a disabled parking bay.		That the update is noted.	Area Board
t)	Issue No: 14-22-09 Zeals PC Request for dropped kerb.	Works provisionally programmed to begin on the 01/12/2022.	That the update is noted.	Area Board
u)	Issue No: 14-22-10 Kilmington PC Request for acceleration lane at the junction of the B3092 and Coombe Barn Lane.	Ringway have advised that the works have been completed. Works have yet to be checked. Once checked, subject to no remedial works being required, the issue will be closed.	That the update is noted.	Area Board
V)	Issue No: 14-22-11 Fovant PC Improvements to Right of Way FOVA16.		That the update is noted.	Area Board
w)	Fonthill Bishop PC Request for installation of bus stop and shelter on the north side of the B3089.	Design work not yet started. Design work to be begin in January 2023.	That the update is noted.	Area Board



x)	Issue No: 14-22-13 Teffont PC Request for measures to address speeding traffic on the B3089.	Speed limit assessment ordered with Atkins. Site assessment work to be undertaken in January 2023. Assessment report expected in February 2023.	That the update is noted.	Area Board
у)	Issue No: 14-22-14 Wilton TC Request for pedestrian crossing facility in South Street.	The TC have requested the provision of a crossing point in South Street, Wilton to aid people crossing between the car park and the doctor's surgery. The group have previously discussed whether a formal crossing facility (Zebra or signal controlled) or an informal crossing facility (advisory crossing point, pedestrian refuge) is required. The option of undertaking a pedestrian crossing assessment to determine if a formal crossing facility can be considered remains. As previously advised the provision of an informal crossing facility (advisory crossing point, pedestrian refuge) can be considered. The provision of a pedestrian refuge requires a minimum carriageway width of 7.5 metres to allow for the provision of such a facility. Onsite measurements undertaken in the area where the crossing has been requested have shown the carriageway to be 7.0 metres wide, so a pedestrian refuge cannot be provided. An informal crossing point (potentially incorporating a buildout on one side of the road – see here for example) could be considered. As previously advised the introduction of any crossing facility will result in the removal of parking to both provide the crossing facility and sufficient forward visibility of it. The amount of forward visibility required is determined by the 85th percentile	That the update is noted.	Area Board



		speed of approaching traffic. A traffic survey has been ordered to determine the 85 th percentile speed of approaching traffic. It is currently unknown when the traffic survey will take place as the Council is experiencing delays in having traffic surveys undertaken as the contractor used for such work has ceased trading. Consequently, this means that the Council needs to identify a new contractor for this work. That process is ongoing. As soon a as new contractor is identified the Council will arrange for the traffic survey to be undertaken as soon as possible.		
z)	Issue No: 14-22-16 Fovant PC Improvements to Right of Way FOVA5.	Extent of works agreed with the Rights of Way Team. PC have ordered the works with their selected contractor and are currently awaiting the contractor to confirm the date that the works will be undertaken.	That the update is noted.	Area Board
aa)	Tisbury PC 20mph Speed Limit Extension	The PC have confirmed that they wish to proceed with the option of extending the 20mph speed limit in Tisbury that does not include Chicksgrove Road and Chilmark Road. TRO drafted and passed to the TRO Team to undertake the necessary legal work and produce the formal consultation advert. The formal TRO consultation will take place early in 2023.	That the update is noted.	Area Board
bb)	Improvements to Bus Stop in Hindon		That the update is noted.	Area Board



6.	Closed Issues			
a)	Issue No: 14-22-18 Fovant PC Request to supply and install two additional litter bins	The PC have requested funding to allow for the supply and installation of two additional litter bins in the village. The group can fund the capital costs associated with the provision of the litter bins but cannot fund the revenue costs associated with the emptying of them. The PC have confirmed that they will enter into an agreement with the Council's Streetscene Team to have the new bins emptied if their provision is agreed. The PC have requested the supply and installation of two Glasdon Jubilee litter bins. The estimated cost of supplying and installing two Glasdon Jubilee litter bins would be £1,400 (LHFIG contribution £1050 / PC contribution £350.00). This cost breaks down as £984 for the purchase of the litter bins and £416 for the cost of installing them. The quoted figure for installing the bins includes a 25% contingency. The Council's Streetscene Team have suggested using a Glasdon Topsy Royal litter bin. The estimated cost of supplying and installing two Glasdon Topsy Royal litter bins would be £890 (LHFIG contribution £667.50 / PC contribution £222.50). This cost breaks down as £474 for the purchase of the litter bins and £416 for the cost of installing them. The quoted figure for installing the bins includes a 25% contingency.	issue and asked that it be closed. That the updated is noted.	Area Board



7.	Other Items		
a)	Highway Maintenance Update	DB was unable to attend the meeting but has provided a detailed written update on highways maintenance matters. A copy of the update is attached as Appendix 1	Area Board
8.	Date of Next Meeting:	22 nd February 2023	



1. Environmental & Community Implications

1.1. Environmental and community implications were considered by the LHFIG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent, and specifics of which will be dependent upon the individual project.

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to the South West Wiltshire Area Board.
- 2.2. If funding is allocated in line with LHFIG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, South West Wiltshire Area Board will have a remaining highways funding balance of £1,187.08 in the LHFIG allocation available for the 2022/2023 financial year.

3. Legal Implications

3.1. There are no specific legal implications related to this report.

4. HR Implications

4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications

There are no specific safeguarding implications related to this report.