MINUTES

Meeting: Warminster LHFIG

(Local Highway Footway Improvement Group)

Place: Virtual meeting via Microsoft Teams

Date: Wednesday 24th January 2024

Time: 10:00

Please direct any enquiries to Sarah Dearden (Senior Traffic Engineer), via email <u>sarah.dearden@wiltshire.gov.uk</u>

		Item	Update	Actions and recommendations	Who
		Date of meeting: 24 th January 20	te of meeting: 24 th January 2024		
7	۹.	Attendees and apologies			
		Apologies:	Bill Parks (Chair/WC) Sarah Dearden (WC) Lee Haine (WC) Andrew Davis (WC) Kate Plastow (LDPC) Simon Wager (MBPC) Malcolm Pryor (USPC) David Ball (CorPC) Sarah Jeffries (HorPC) Anthony Potter (BisPC) Tom Dommett (WTC) Jamie Fagon (UDPC) Len Turner (WTC) Tony Jackson (WTC/WC) Cllr Fraser (WTC) Phil Holihead (ChapPC)		
	3.	Notes of last meeting			
			The notes of the last meeting held on 25 th October 2023 were accepted as a true record.	Noted and agreed.	



C.	Financial Position			
		Refer to finance sheet for details: Financial Position as of April 2023: Budget for 23/24 = £30,452.00 Plus remaining 22/23 budget of £9147.30 Total Budget Available £39,600.30 - agreed contributions - Total remaining budget (subject to Area Board approval) = £17,462.13 – this meetings commitments = £0	Noted and agreed.	
D.	Schemes List – LIVE ACTIVE SCHEMES			
1)	17-21-14 Upton Scudamore, A350 – Bus shelters 17-22-8 Upton Scudamore – A350 Bus Shelter	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. Update:. Order placed. Costs confirmed as £8,464x2 LHFIG (75%) = £6,348x2 USPC (25%) = £2,116x2 Installation date due 5-7 th July 2023 Invoice to be paid when complete. All complete can be invoiced.	Discussion and actions Invoice sent to USPC – can be removed once paid.	SD



2)	17-21-16 Sutton Veny - SIDs	Update: New survey locations agreed with SVPC and requested with Traffic Survey Team. UPDATE: Results of metrocounts = 2x sites NFA, 2x sites meet criteria for SID/CSW, 1x Site for Police enforcement. Cost up NAL socket/posts for 2 x SID sites (SD) Refer Police Enforcement site to Wiltshire Police (community safety Partnership)(SVPC) Cost estimate for 2x sid posts £1,150 PC 25% contribution £287.50 LHFIG contribution 75% £862.50 All contributions agreed – to be ordered Denise to meet/liaise with PC on locations. Locations agreed – order can be placed		SD
3)	<u>17-22-2</u> Corsley A362 SID posts	Request for SID sockets at sites that met criteria Update: Metrocount results show 1x site meets criteria for SID/CSW 1x site NFA Cost estimate for 1x sid posts £876 PC 25% contribution £219 LHFIG contribution 75% £657 All contributions agreed – to be ordered Denise to meet/liaise with PC on locations. Locations agreed – order can be placed	Discussion and actions Works ordered placed awaiting works start.	SD
4)	<u>17-22-3</u> Corsley A362 horse warning signs	 Request for horse warning signs A362 Corsley. Site meeting held June 2022. Please see attached proposal plan for discussion. Cost estimate to supply & install two warning signs is in the region of £1,200 (LHFIG = £900, 25% contribution = £300). Agreed by all. SD to chase remaining sign and check invoicing. 	Complete – can be removed from	SD



<u>17-22-5</u> Upper Deverills Signing Improvements	General traffic problems, speed, volume of traffic etc Update : Site visit undertaken during August 2022. Draft signing and road marking proposal subsequently submitted to UDPC for review. I have had confirmation from Jamie Fagan that these will be reviewed at the October PC meeting and report back at the next meeting in Jan 23 Action for UDPC to send SD details of final designs. PC agreed plans, needs to be re-costed with Milestone rates.(SD) Final revised plans agreed upon, cost estimate £3,300 PC 25% contribution £825 (TBC Julys PC meeting)-update SD LHFIG 75% contribution £2475 (agreed) Can be ordered	Works ordered placed awaiting works start.	SD
17-20-16 (original request No.) Warminster Factory Lane HGV movements	damage to property originally raised at CATG via reference 17-20-16 in 2020,	Discussion and actions SD/TJ had site meeting to discuss more drastic solutions – SD to investigate for next meeting.	SD



	17-22-9 A350 Longbridge Deverill - pedestrian safety	safely at the busy junction of the George Inn/Petrol station/Sand St junction. The volume of traffic measured by SID from 19/7 to 26/7 heading south averages 8437 per day and from 26/7 to 8/8 heading north averages 8166 per day. As this is a major trunk road there is a high volume of HGVs. This section of the A350 has a speed limit of 40mph. Arrange site visit with WC engineer to discuss proposals. <i>Plans issued to PC,</i> <i>New cost estimate £1,710</i> <i>PC 25% contribution £428</i> <i>LHFIG 75% Contribution £1283</i> <i>All agreed - Can be ordered.</i> SD/KP to talk ref: SLOW markings Order to be placed		SD
8)	17-22-11 A3098 Chapmanslade Primary School	lower risk space in village centre near the primary school. MR advised 2 possible solutions on the A road:	Discussion and actions Invoice sent to ChapPC – can be removed once paid.	SD

9)	Waiting restriction review 23/24 Batch 001	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost. *17-22-12 Warm Victoria Rd/Grovelands Way DYL *17-22-13 Warm Upper Marsh Rd/Weymouth St DYL *17-22-14 Warm King St/Brook St DYL *17-22-15 Warm Portway Lane/Holly Bush Rd DYL *17-22-16 Warm Sambourne Road DYL *17-22-16 Warm Sambourne Road DYL *17-22-18 Warm Boreham Rd Disabled bays *17-22-19 Warm The Maltings/Pound St DYL *17-22-20 Warm Victoria Rd DYL *17-22-27 Warm Alcock Crescent 11-16 DYL *Warm Beech Grove DYL *Factory Lane extension DYL With TRO team for legal work.	Discussion and actions Legal work completed with TRO for advert.	
10)	17-22-22 Warminster Ash Walk Lane-HGV Issues	HGV issues going down Ash Walk and getting stuck trying to get to Manor Gardens from B3414 Church Street. LHFIG agree contribution of £600 Site to be looked at when officer time allows. Initial site visit undertaken, plan and cost required. WTC agreed 25% £115 LHFIG agree 75% £345 – order to be placed	Discussion and actions Works ordered placed awaiting works start.	SD
11)	17-22-23 Boyton/Sherrington- HGV Issues	Large vehicles knocking bollards wall and verge. Wants HGVs banned (cannot do as no other access for them) Suggest Road markings/signing looked at. Site to be looked at when officer time allows No representative from Boyton/Sherrington at LHFIG. Denise to contact Cllr Newbury regarding issue. JA/SD to arrange site meeting to discuss issue.	Discussion and actions SD/JA site meeting February to look at location and investigate.	SD/JA

12)	17-23-1 Corsley A362 to A36 Picket Post R/A-HGV Signing	More HGV signing required due to non-compliance of 18T weight Limit. To be look at when officer time allows. Incorrect 17T sign needs replacing and relocated potentially. LHFIG agree contribution of £1000. SD/BP to speak to Dave T- New 18t sign to be ordered in new location. SD to chase sign.	Discussion and actions Informed complete – to be double checked-if confirm can be removed from next agenda.	BP
13)	17-23-2 Horningsham Street nameplates	No street nameplates in West Common, Anchor Barton, Hitcombe Bottom, Gentle Street, Rowe's Hill, White Street. Request for new signs. PC confirm approval has been sought. LHFIG agree contribution of £1500 (75%) and HPC £500 (25%) ACTION with PC to let SD know location of signs. SD to look at when officer time allows Unsure of latest SJ to update DN to site new signs. Location plan received and agreed by DN-SD to discuss with PC about ordering.	Discussion and actions SD to conform information with SJ then works order to be placed and final cost estimate confirmed.	SD/SJ
14)	17-23-4 Sutton Veny High Street – Footway improvments	Grassed area in front of notice board to be converted to a hard standing and provide a dropped kerb. Land ownership to be doubled checked Site visit, design and costs for next meeting. Cost estimate £4,000 PC 25% contribution £1,000 LHFIG 75% contribution £3,000 All agreed can be ordered. Works Ordered	Discussion and actions Works complete – invoice submitted for payment, can be removed from next agenda when payment conformed.	SD

15)	17-23-6 Warminster Foreminster Court/Fore St – Railing removal	Initial site visit undertaken, design and costs for next meeting.	TD confirms WTC want to take no further action after consulting with residents – can be removed from	SD
16)	17-22-7 Warminster High Street – Blocked access/Bollards	access problems. Bollards requested. Site to be looked at when officer time	Discussion and actions Works ordered placed awaiting works start.	
	17-23-5 Corsley A362 – Pedestrian crossing	footway, high speeds. Request for pedestrian crossing. SD advises unlikely to meet criteria for formal crossing, other	Discussion and actions Works ordered placed awaiting works start.	
18)	17-23-11 Bishopstrow Village SID		Discussion and actions Works ordered placed awaiting works start.	



	17-23-14 Heytesbury Parsonage	Request for SLOW marking approaching Parsonage Farm in attempt to slow vehicles down as poor visibility out of junction.	Discussion and actions	
	Farm Road Marking 17-23-15 Heytesbury Cotley Hill Road markings and village gates		Site meeting required to confirm design – Total cost of scheme £5470, HPC 25% £1367-agreed LHFIG 75% £4103-agreed. Proceed to works pack	SD
////	17-23-17 Chapmanslade Village Hall Lining	Request for lining in improve visibility from lane leading out of sports hall/village hall	Discussion and actions	
		Plan and cost for next meeting	Plans to be sent to PC– Total cost of scheme £1420, HPC 25% £355- agreed LHFIG 75% £1065-agreed. Proceed to works pack	SD
21)	17-23-35 17-Maiden Bradley- Traffic Calming removal/new village gateways/SID post	Improvements required into traffic calming buildout (Mere end) due to numerous RTC's causing damage. Parish Council propose to have buildout removed due to numerous and more recent RTCs, New SID location to be investigated and possible enhancements to the speed limit terminal. SD to investigate.	Discussion and actions Group agreed to commit £5000 towards scheme for new gateway/SIDs etc. Removal of TC to be funded by WC. PC to send SD metrocount results for proposed new SID site. Martin Rose to lead on works.	MBPC
E.	Schemes list – LIVE - NO CURF			

1)	17-22-29 Warminster Bradley Road-speeding issues	WTC(TD) to order Metrocount WTC to send metrocount results to SD	Discussion and actions Metrocount results show NFA – to be removed from agenda.	SD
2)	Warminster Waiting restriction review batch 002 (min 8 sites required)	17-23-13 Warminster Pampas Road WR 17-23-27 Warminster Emwell Street Waiting restrictions	Discussion and actions Ongoing. Summer meeting as cut off for this batch	
3)	17-23-20 Corsley A362 speed limit assessment	agreed to add to schemes list to be looked at, SD to investigate. With Cabinet Member for discussion	Discussion and actions Investigations by WC into Speed Limit from Picket Post to Lanes End – Exploring options in co-ordination with consultants.	
4)	17-23-24 Horningsham RoW works	£3274 LHFIG agreed to add to schemes list-SD to liaise with	Discussion and actions With RoW Paul Millard for progression-keep SD updated.	PM
5)	17-23-30 Warminster Area RoW works	SD to liaise with Paul Millard.	Discussion and actions With RoW Paul Millard for progression-keep SD updated.	PM

6)	17-22-24 Bishopstrow Main Street-Parking issues	Residents parking on both sides of road leaving narrow gaps for people to squeeze through, drivers sometimes mounting pavements. Site to be looked at when officer time allows Initial site visit undertaken to be looked at when officer time allows	Discussion and actions No easy solution – PC to discuss option to install bollards along one side, similar to whats already there further down road, this will remove parking from that side of the road as c/way not wide enough for double parking and traffic to flow. Plan to be sent to PC for consultation with residents.	SD
F.	Scheme's list – WATCHING E	BRIEF		
1)	17-23-18 Longbridge Deverill B3095 Hill Deverill	Speed limit is 30mph, CSW recorded excess speeds recently. Signing and carriageway roundels faded (to be reported via mywiltshireapp as maintenance issue). Request for additional carriageway roundels and look at repeater signs. – LHFIG agreed to add to schemes list to be looked at when officer time allows.	Discussion and actions To be priority for 24/25. SD to have costs and plan for next meeting.	SD
2)	17-23-19 Upton Scudamore HGV issues	HGVs use village as cut through when A36/A350 closed (planned or RTC) Village is narrow, tight corners, no footways, HGVs become stuck and need to reverse. LHFIG agreed to add to schemes list to be looked at when officer time allows .	Discussion and actions SD to meet PC to investigate issue and possible solutions.	SD/PC
3)	17-23-21 Corsley Signing	Request for Horse warning signs and "No access to Longleat" signs installed at 5 different lanes. LHFIG agreed to add to schemes list to be looked at when officer time allows .	Discussion and actions Group agreed to commit £1500 towards signing. SD to look into horse warning signs and liaise with Mark Stansby regarding Longleat signs.	SD



17-23-22 Upton Scudamore Dropped kerbs	SD to meet PC- Cost estimate of dropped kerbs £2500 USPC 25% contribution £625 agreed and LHFIG 75% contribution £1874	SD/PC

5)	17-23-25 Warminster West Street/Vicarage Street speeding	– resident wants a 20mph speed limit or alternatively signing showing speed limit (SID) LHFIG agreed to add to schemes list to be looked at when officer time allows. TD to order metrocounts in first instance.	WTC considering town centre 20mph speed limit. WTC to discuss how they want to proceed, what	WTC/TD
6)	17-23-29 Chitterne B390 Improvements	Point C request for horse/Pedestrian sign to be investigated. LHFIG agreed to add Ped/Horse signs to schemes list to be looked at when officer time allows.	Discussion and actions Group agreed to commit £600 towards signing. SD/ChitPC to meet on site when time allows.	SD/PC
G.	New Issues			
1)	17-23-31 B3095 Brixton Deverill 20mph assessment	PC request a 20mph speed limit assessment.	Discussion and actions SD to Liaise with PC for area to be considered- Cost estimate of Assessment £2900 UDPC 25% contribution £725 agreed and LHFIG 75% contribution £2175 agreed. To be progressed.	SD/PC
2)	17-23-32 Bishopstrow Main St Bus stop markings	Request for bus stop markings along Main Street, users have to step into road to flag down bus due to parking.	Discussion and actions Cost estimate of Bus Stop markings £1270 BPC 25% contribution £312	

3)	17-23-33 Longbridge Church turning area-No through Road	No through road sign requested to deter people driving in, having to turn around and cause damage to walls.	Discussion and actions	
	sign		Cost estimate of sign £250 LDPC	
			25% contribution £62.50 and LHFIG 75% contribution £187.50 agreed.	SD
			To be progressed.	
4)	17-23-34 Warminster Sambourne Road-Warning	Request for warning signs for play area/pedestrians crossing road.	Discussion and actions	
	signs		Location incorrect should be Fore	
			Street, 1 end has sign other end doesn't – to be looked at when	
			officer time allows.	

F.	AOB			
1)		REMINDER – New issue forms to be sent to the LHFIG email address <u>Ihfigrequests@wiltshire.gov.uk</u> Town and Parish Councils must have discussed and agreed to progress the issue reported, before the form is sent in, blank forms with no recorded support from Town/Parish will not be progressed. Please also make sure the contacts box is filled in with Town/Parish contact name or it will not be progressed.		
2)		Invoicing for contributions will be seeing sent out within the next couple of weeks, please make your Clerks aware so we can get them paid and up to date for year end.		
3)		Not LHFIG issue - David Ball Corsley PC raised issue of trees and landslips from private landowners – it is the responsibility of the land owner to make safe their land/trees, if highway does get blocked by fallen tree/landslip then Wiltshire Highways will do what's needed to make the highways safe and open as soon as possible you can report such issues on the My Wiltshire App. Lee Haine to meet Bill Parks/Davod Ball on site to take a look.	DB/BP/LH	

G.				
	TOP PRIORITY SCHEMES LISTED BELOW (SCHEMES HIGHLIGHTED IN YELLOW REQUIRE FUNDING APPROVAL FROM THE AREA BOARD):			
	1. 17-22-2 A362 Corsley SID sockets - £876 (LHFIG - £657, Corsley PC - £219)			
	2. 17-22- WR Review Batch 001 for Warminster LHFIG area - £7,000 (£1,750 contribution distribution TBC)			
	 17-22-9 A350 Longbridge Deverill Pedestrian safety, signs and lines - £1710 (LHFIG £1283, LDPC £428) 			
	4. 17-22-22 Warminster Ash Walk Lane HGV Sign - £600 (LHFIG £450, WTC £150)			
	5. 17-22-2 Horningsham Nameplates - £2000 (LHFIG £1500, HPC £500)			
	6. 17-23-4 Sutton Veny Footway - £4000 (LHFIG £3000, SVPC £1000)			
	7. 17-21-16 Sutton Veny SID posts - £1,150 (LHFIG £862.50, SVPC £287.50)			
	8. 17-22-5 Upper Deverills signing improvements - £3,300 (LHFIG £2475, UDPC £825)			
	9. 17-23-12 Warminster WRR Batch 002 £7,000 (LHFIG £5250, WTC £1750)			
	10. 17-22-7 Warminster High Street Bollards and Lining £1500 (LHFIG £1125, WTC £375)			
	11. 17-23-5 Corsley A362 pedestrian improvements £1500 (LHFIG £1125, CPC £375) 12. 17-23-11 Bishopstrow SID £350 (LHFIG £262.50, BPC £87.50)			
	13. 17-23-24 Horningsham RoW works £3274			
	14. 17-23-30 Warminster wide RoW works £3000			
	15. 17-23-14/15 Heytesbury Gateways £5470 (LHFIG £4103, HPC £1367)			
	16. 17-23-17 Chapmanslade Village Hall lining £1420 (LHFIG £1065, CPC £355)			
	17. 17-23-35 Maiden Bradley gateways/SID post/TC removal LHFIG £5000 PC TBA			
	18. 17-23-32 Bishopstrow bus stop markings £1270 (LHFIG £958, BPC £312)			
	19. 17-23-29 Chitterne Horse/Ped signing LHFIG £600 PC TBA			
	20. 17-23-22 Corsley Signing LHFIG £1500 PC TBA			
	21. 17-23-22 Upton Scudamore Dropped kerbs £2500 (LHFIG £1874, USPC £625)			
	22. 17-23-31 B3095 Brixton Deverill 20mph assessment £2900 (LHFIG 2175, UDPC £725)			
	23. 17-23-33 Longbridge Church NTR sign £250 (LHFIG £187.50, LDPC £62.50			
Н.	Date of Next Meeting			
	твс			
	10am Teams			



Warminster Local Highway Footway Improvement Group

Highways Officer – Sarah Dearden

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 Warminster 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, Warminster Area Board will have a remaining Highways funding balance of £0

3. Legal Implications

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

4. HR Implications

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

5. Equality and Inclusion Implications

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

6. Safeguarding Implications

6.1 There are no safeguarding implications

7. Recommendations

Warminster Area Board are asked to approve recommendations