

LOCAL HIGHWAY AND FOOTWAY GROUP ACTION / NOTES LOG

	Item	Update	Actions and recommendations	Who
	Date of meeting: 31st October 2024			
1.	Attendees and apologies			
	<p>Attendees</p> <p>Carole King (Chair - Wiltshire Councillor) Gordon King (Wiltshire Councillor) Suzanne Wickham (Wiltshire Councillor) Michael Sutton (Westbury Town Council) John Masson (Heywood Parish Council) Kate Davey (Wiltshire Council) Mark Banks (Wiltshire Council) Jenny Jones (Dilton Marsh Parish Council) Sarah Harris (Westbury Town Council officer)</p> <p>Apologies</p> <p>Edington Parish Council, Matthew Dean (Wiltshire Councillor), Penny Williams (DMPC), Keith Rayward (Bratton Parish Council)</p>			
2.	Notes of last meeting			
		The notes of the last meeting were agreed at the area board on 25 th July 2024.	Agreed.	
3.	Financial Position			
		2024-25 allocation £20,908.00 The available budget at the start of the meeting is £18,772.10.		

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		<p>The contribution level for Parish/Town Councils is set at 30%.</p> <p>Allocations made at meeting:</p> <ul style="list-style-type: none"> 18-24-14 Westbury, The Tynings H-Bar £500 (LHFIG £350, WTC £150) *cost includes road marking establishment fee. To be added to a list of requests and ordered as a batch in due course to allow for cost efficiency of establishment fee. 18-24-15 Westbury Bratton Road pedestrian crossing assessment £1,000 (LHFIG £700, WTC £300 TBC). 18-24-16 Westbury Edward Street 20mph speed limit assessment £3,100 (LHFIG £2,170, WTC £930 TBC). 18-24-06 Dilton Marsh High Street topographical survey £2,000 (LHFIG £1,400, DMPC £600 confirmed). 18-21-07 Westbury Frogmore Road footway Phase 2 substantive bid £7,000 LHFIG contribution. WTC contribution TBC. <p>Remaining budget: £7,152.10</p>		
4.	New Issues / Requests			
a)	18-24-13 Bratton, Court Lane junction.	BPC is concerned about the dangers for residents from homes to the West of Court Lane going on foot, bicycle, and with buggies, pushchairs and wheelchairs to reach the amenities in centre of village (shop, pub, play area, village halls, village green). They have to cross Court Lane either at junction with B3098 or from BRAT24 to Bury Lane.	31/10/24 Arrange site meeting with SW and BPC. Investigate Development Control / Planning conditions	KD

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		This in context that (a) Development on Site 321 increases such housing by c.30% (b) recent survey indicates traffic on Court Lane has doubled in 3 years. BPC asks for advice as to how these dangers to Bratton residents can best be ameliorated.	including section 106 / CIL monies from this development site.	
b)	18-24-14 Westbury, The Tynings.	Resident concerns for The Tynings (opposite driveway to 38A) parking taking place by non-residents with cars and vans belonging to individuals living in Warminster Road and Leigh Road. A parking area designated for residents beyond No 40 is not well used a not well maintained. Frequent occurrences of parking opposite driveway of 38A as well as blocking dropped kerb. Furthermore, there have been incidents of refuge vehicles having access difficulties. Request for double yellow lines opposite the resident's driveway.	31/10/24 Group discussion on consequences of waiting restrictions and displaced parking. Group agreed funding for H-bar marking to be implemented. WTC confirmed contribution. Start list of requests and order a batch of road markings in due course.	KD
c)	18-24-15 Westbury, Bratton Road outside The Laverton.	Lack of pedestrian crossing facility or traffic calming measure. The road outside The Laverton is on a busy blind bend which cars come round on at some speed. It became clear to me when visiting the Westbury Festival on two occasions this month that pedestrians crossing to enter the building are put at great risk of accident. There should be preferably a pedestrian crossing, or a zebra crossing put in place, or at the very least a traffic island installed. The Committee ask that Wiltshire Council LHFIF consider reviewing the speed limit from the top of Haynes Road to the top of Alfred Street and reduce to 20mph.	31/10/24 KD confirmed Wiltshire Policy on 20mph speed limits - not viable on routes of strategic function. Group discussion on the pros/cons of carrying out a pedestrian crossing assessment, last assessment conducted in 2016. Group agreed	KD/WT C

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			funding for an assessment to be completed. Estimate £1,000 (LHFIG £700, WTC £300 TBC)	
d)	18-24-16 Westbury, Church Street/Edward Street junction.	<p>Many residents from our retirement village and the neighbouring street of Church Street are of an advanced age and walk to the Morrisons supermarket on a regular basis. When trying to cross the road by the Angel public house, there is no pedestrian crossing in sight. A pedestrian crossing to be put up near the Angel public house, so pedestrians can cross Edward Street on to Morrisons supermarket, amongst other services. The Committee although sympathetic, felt that physically there was nowhere suitable for a pedestrian crossing etc. Pedestrians should be encouraged to use common sense and cross at a different place on this road.</p> <p>The committee wish for Wiltshire Council LHFIG to considering reviewing the speed limit from Edward Street (where the High Street ends) to the top of Edward Street that joins Warminster Road/Bratton Road and reduce to 20mph.</p>	<p>31/10/24 Group discussion on the pros / cons of carrying out a 20mph speed limit assessment. Group agreed funding for an assessment to be completed. Estimate £3,100 (LHFIG £2,170, WTC £930 TBC) Investigate scope for dropped kerb in vicinity of The Angel public house. CK to discuss repositioning of advertising boards with MD</p>	<p>KD/WT C</p> <p>KD/CK</p>
e)	18-24-17 Dilton Marsh, Petticoat Lane	<p>The Parish Council has recently been contacted by residents of Petticoat Lane who report that people are regularly parking their vehicles on the opposite side of the road to the private lane which leads to Dilton Marsh Social Club. There have been several instances where vehicles have not been able to turn left when coming out of the lane due to the parked vehicles. The PC is also aware that dustbin lorries regularly struggle to pass parked vehicles along the lane. The Parish Council would like to request that WC carry out an assessment of the reported parking issues and identify suitable mitigation measures.</p>	<p>31/10/24 DMPC explained concerns over parking at this location and group agreed for site observations to be carried out to understand full extent of the problem. KD to meet with JJ on site.</p>	<p>KD/JJ</p>

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f)	18-24-18 Dilton Marsh, Fairwood Road	The Parish Council continues to be concerned at the speeding issues experienced along Fairwood Road. The road is very busy and vehicles travel at excessive speeds, creating danger for other road users. The Parish Council would like to request that WC consider the installation of 30 mph roundel sign, to increase awareness of the speed limit for road users.	31/10/24 KD explained repeaters are not permitted in a 30mph by virtue of street lighting. Group agreed for site visit to ascertain street lighting section and confirm if scope for repeaters.	KD
g)	18-24-12 Westbury Oldfield Road/Oldfield Park	After receiving several highway improvement forms WTC conducted a survey for residents to highlight concerns on Oldfield Road/Oldfield Park. WTC request a full review of the current traffic calming system on Oldfield Road as well as reviewing the cycle lane and parking in this area. 25/7/24 Group discussion regarding local survey and results along with concerns raised on each improvement form. Group agreed for WTC and KD to look at a more detailed survey to fully understand the issues.	31/10/24 Meeting arranged for 7 th November to discuss more detailed survey for residents to complete.	
5.	Top 5 Priority Schemes			
a)	18-24-06 Dilton Marsh High Street	Traffic is extremely congested on the High Street outside of Fairfield College, with traffic sometimes queuing as far back as the roundabout at the bottom of the Hollow. Photographs of this issue have been sent into the Highways Engineer. The congestion is due partly to on street parking along the road from the Memorial Hall to Fairfield College and also due to the delays caused by vehicles needing to navigate the chicane section outside of the College.	31/10/24 Feasibility and cost estimate sent to DMPC for review. Response received in support of topographical survey in the first instance to enable design work to inform detailed cost	

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		<p>The Parish Council has received reports on this issue from residents, who have asked that some mitigation is put in place. The Parish Council would like to request that the chicane section is removed from the highway (together with the associated 'build out') and that this is replaced with one section of speed bump across the highway.</p> <p>09/05/24 Group agreed for feasibility design and estimate to be undertaken to consider financial implications.</p> <p>25/7/24 Feasibility and cost estimate in progress. KD will submit to DMPC in due course.</p>	<p>estimate for future substantive bid.</p> <p>Topographical survey quote £2,000 (LHFIG £1,400, DMPC £600 confirmed).</p> <p>Group agreed funding.</p> <p>Order survey.</p>	KD
b)	18-24-03 Westbury Bratton Road	<p>The narrowness of the pavement makes using it impossible, especially since the recent implementation of the scheme to widen the pavement along the road towards town as passing speeds have increased owing to drivers competing for priority and mounting the pavements everywhere through the improvement.</p> <p>Consider amending the current scheme by implementing a Phase 2 including the widening of the pavement between 51 & 61 Bratton Road, similar to that already widened and owing to the narrowing of the carriageway and the length of carriageway narrowing, implement a responsive traffic light control system to make compliance with the priority settings clear to all road users improving safety. I would suggest to the Town Council that they should support this request and consider this proposal as a parish priority.</p> <p>09/05/24 Group agreed for site observations to be undertaken to determine whether further footway widening outside properties 51-61 Bratton Road can be achieved.</p> <p>25/7/24 Site visit arranged for 31/7/24.</p>	<p>31/10/24</p> <p>Site meeting and site observations undertaken with KR, GK, CK & KD.</p> <p>After reviewing the carriageway widths at this location, it is not feasible to increase the width of the footway in front of properties 51-61 Bratton Rd.</p> <p>No further action. Remove from note tracker.</p>	KD

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c)	<p>18-19-8, 18-20-26 Frogmore Road (From Rosefield Way to Slag Lane).</p> <p>18-21-7 Slag Lane, Westbury</p>	<p>The substantive bid was not submitted due to concerns by WTC. KR gave a presentation to HP&D outlining the options for this scheme. WTC have confirmed they now wish to proceed with a bid in the next round.</p> <p>19/10/23 Contributions have been confirmed, WTC agree £7,000 contribution. KD to submit application form.</p> <p>18/01/24 KD has submitted application. Awaiting outcome.</p> <p>09/05/24 Substantive bid successful. Design work underway. Anticipated construction February / March 2025.</p> <p>25/7/24 Design in progress anticipated construction March/April 2025. 20mph speed limit to be completed in Phase 1. Look at estimate for phase 2 and potential substantive bid later this year.</p>	<p>31/10/24 Phase 1 anticipated construction for February/March 2025. This includes substantial vegetation clearance to allow footway construction. Phase 2 cost estimate for next substantive bid is in the region of £120,000 (1/3 LHFIFG budget approx. £7,000). Group agreed funding contribution. WTC to confirm £7,000 contribution.</p>	WTC
d)	<p>18-23-15 A350 Wellhead Drove/Old Dilton junction, Westbury</p>	<p>Substandard A350 Wellhead / Old Dilton Junction with overfast traffic (and especially HGVs). The HGV limit has been raised from 40mph to 56mph nationally. Request for 40mph speed limit from immediately south of Madbrook Farm/Wellhead Farm.</p> <p>19/10/23 KR explained this request would require a speed limit assessment costing £2,900. The last review was completed in 2009, and no changes were recommended, we are unaware of any substantial changes to the surrounding environment since this time, therefore potential for review to have the same outcome. Group discussion on costs vs benefits and decided no further action at this time. WTC to inform requester.</p>	<p>31/10/24 Speed limit assessment report is in the process of being drafted. KD to distribute once finalised anticipated during November.</p>	

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		<p>18/01/24 Further correspondence has been received and the chair has requested this issue be kept on the note tracker for further discussion on funding a speed limit assessment at this location. Group agreed to allocated funding to carry out speed limit assessment. Westbury TC confirmed of 30% £870. Speed limit assessment to be commissioned after outcome of Environment Select Committee on speed limit review process.</p> <p>09/05/24 No further update regarding Environment Select Committee review of speed limit assessments. Group agreed to progress this assessment now.</p> <p>25/7/24 Speed limit assessment has been submitted to consultant. WTC has submitted SID data as supporting information.</p>		
6.	Other Priority schemes			
a)	18-24-10 Dilton Marsh Woodland View	Residents of Woodland View recently attended a Parish Council meeting to express concerns at speeding issues in Woodland View and the surrounding estate roads. Residents have requested a 10mph zone, appropriate signage and any other appropriate mitigating measures to address the speeding in the area. Residents report that vehicles exit the High Street onto the estate roads at speed and continue at speed into the cul-de-sac and neighbouring roads. In addition, residents expressed concern at the lack of signage to inform drivers of the 20mph zone around the school and the congested and dangerous nature of the parking there. The Parish Council would like to request that WC carry out an assessment of the reported speeding issues and identify appropriate mitigating measures.	31/10/24 KD chased traffic surveys 16/10/24. New contractor now in place. Anticipated surveys early November after school half term.	

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		<p>The Parish Council would also like to request that consideration is given to additional signage for the 20mph zone near the school and seeks any available advice on how to deal with the congested and dangerous parking at school drop off and pick up times.</p> <p>09/05/24 Arrange site visit to determine best locations for traffic surveys to assess speeds.</p> <p>25/7/24 Site meeting carried out on 8/7/24 with DMPC. Survey locations identified, KD has ordered traffic surveys and anticipate they will be carried out in October.</p>		
b)	18-24-08 Bratton village	<p>BPC has one Speed Indicator Device (SID) and 3 mounting locations which, we are informed, were established by Wiltshire Highways. Requests have been received for the BPC to register the SID so that data can be downloaded and passed to the police. However, we are informed that for this to be accepted, the SID must not be located within 100m of the speed restriction signs (Paragraph 3.7 of the siting guidance). Request for the SID sites on B3098 to be moved accordingly.</p> <p>09/05/24 Group agreed funding for two SID sites to be relocated with an estimate of £1,000 (30% £300 contribution from BPC to be confirmed).</p> <p>25/7/24 BPC confirmed this is to be put on hold for now. Waiting for fact sheet from Police.</p>	31/10/24 On hold – awaiting update from BPC.	
c)	18-24-07 Westbury Alfred Street	<p>Maximisation of on street parking on north & south side of Alfred Street. Alfred Street has multiple residences of terraced and town housing with no dedicated parking space. Request for on street parking review for Alfred Street.</p>	31/10/24 Outline design and estimate to be sent to WTC and GK for review and initial	WTC

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		<p>09/05/24 Group agreed for site assessment to take place and consider waiting restriction requests.</p> <p>25/7/24 Site assessment to be undertaken with GK on 31/7/24.</p>	consultation with emergency services.	
d)	18-24-05 Westbury The Avenue	<p>Parking issues for residents of The Avenue, overcrowded Cul-De-Sac. Non-residents parking on bend entrance/The Crescent for use of town or workers/residents of the high street. Resident has been denied permission to turn front garden into a driveway by Selwood Housing. Cul-de-sac is a mix of Selwood housing and privately owned dwellings.</p> <p>09/05/24 Group agreed for site meeting to be arranged. CK to contact Selwood Housing and Community Policing Team. KD & WTC to attend.</p> <p>25/7/24 Site meeting arranged for 2nd August 2024.</p>	<p>31/10/24 Outcome of site meeting WTC to report back to original requester to explain options and ask for evidence log to be started.</p>	WTC
e)	18-24-01 Westbury Brook Lane	<p>Staff at Savencia Fromage & Dairy use the train station and walk to work from other areas within the town. On a twice daily basis they have to cross Brook Lane which is a busy road, taking traffic from Arla and other businesses in that direction. Request for pedestrian improvements and/or a mirror to improve blind spot.</p> <p>09/05/24 Group agreed for site observations to be undertaken to determine pedestrian desire line of travel across Brook Lane.</p> <p>25/7/24 Site visit undertaken on morning of 18th July. Observations sent to WTC. WTC to consider if further site observations at alternative time is needed.</p>	<p>31/10/24 Further site observations to be conducted however appropriate timing to be investigated.</p> <p>Confirm appropriate time slot and arrange for further site observations.</p>	KD
f)	18-23-22 West End, Westbury	<p>Concerns relating to the current condition and width of the footway on south side of West End from Fountain Court to Station Road roundabout. Request to widen footway or improve surface condition.</p> <p>18/01/24 Group requested an inspection of the existing footway surfacing and to report back to the group.</p>	<p>31/10/24 MB confirmed this maintenance work has been delayed due to this route being part of the</p>	To note

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		<p>09/05/24 MB confirmed the condition on the south side is satisfactory. A section on the north side has been added to the list for resurfacing.</p> <p>25/7/24 MB confirmed the north side footway along Westend is on the list for resurfacing, no time scale for completion yet.</p>	current A36 road closure diversion route.	
g)	18-23-24 C219/C49 junction Edington	<p>It is reported by the owner of Crossroads Farm to Cllr Wickham that there are frequent collisions at this junction. Request for the existing road layout be reviewed to see if anything can be done to reduce the frequency of the RTC's.</p> <p>18/01/24 Group requested site visit to review junction, vegetation and visibility splays.</p> <p>09/05/24 KD conducted site visit in April 2024. Briefing note with recommendations to be sent to EPC. MB confirmed the maintenance team will cut back vegetation to increase visibility and add road markings to the list to be refreshed in due course.</p> <p>25/7/24 MB confirmed road markings have been refreshed and warning sign has been ordered. Hedge cutting should be completed in September after nesting season.</p>	<p>31/10/24 All work complete. Remove from note tracker.</p>	KD
h)	18-23-1 A350/Frogmore Road, Westbury (jct with Fore Street)	<p>20/04/23 CK reported that parking is generally an issue in Fore Street. It was also noted that the hairdressers no longer park in this area due to vandalism of their vehicles.</p> <p>19 households were approached in relation to residents parking and only 1 household was not in favour.</p> <p>It was agreed that the layout of the junction and potential for parking changes/residents parking would be reviewed.</p> <p>20/07/23 Site meeting to take place 31st July.</p> <p>19/10/23 Kirsty and Kate to have a site meeting and discuss options available at this site.</p>	<p>31/10/24 Data from CCTV survey has been reviewed and information will be distributed early November.</p>	

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		<p>18/01/24 Design options attached to note tracker for review and discussion. WTC to consider options at HP&D meeting and report back to the group. Group agreed to pursue and fund CCTV survey at the junction to collect data on vehicle movements at £2,000. WTC confirmed contribution 30% £600.</p> <p>09/05/24 WTC do not wish to proceed with options suggested. CCTV survey commissioned, awaiting results.</p> <p>25/7/24 CCTV survey results now received. KD to review data and issue to the group.</p>		
i)	<p>18-23-4 Bratton Road Westbury – between The Lodge and Cemetery</p>	<p>20/04/23 KR and GK to undertake site visit to review request and extent of proposed restrictions. Proposal to be shared ahead of next meeting. Restrictions to be advertised as part of batch of restriction requests in Westbury.</p> <p>20/07/23 Site meeting to take place 31st July.</p> <p>19/10/23 Potential options include verge marker posts or decorative planters along the verge (maintenance for planters would be the responsibility of Westbury TC). Alternatively, there is scope to consider tree planting which in the long term would be more sustainable and less maintenance whilst creating a visual narrowing effect at this site. All agreed on tree planting. WTC happy to fund and look after – take to HP&D.</p> <p>18/01/24 WTC to provide update from HP&D meeting. Discussion to reconsider option for waiting restrictions at this location. Group agreed to pursue waiting restrictions with a ballpark estimate of £3,500. WTC confirmed contribution 30% £1050.</p>	<p>31/10/24 Legal TRO to be advertised with formal consultation period for comments: 1st November – 25th November 2024.</p>	

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		<p>09/05/24 Waiting Restriction proposal plan sent to WTC and GK for review. WTC and GK confirmed agreement with proposal plan. Progress TRO accordingly.</p> <p>25/7/24 Legal documents with TRO team for processing and advertising.</p>		
j)	18-24-04 Westbury Edward Street	<p>Regular complaints from residents and staff about motorists who either ignore or mistakenly drive through the one-way system at Edward Street to access the High Street. Signage has been improved in this area, but this issue is still ongoing and is a regular problem. Staff have been on the receiving end of abuse from motorists, and this has been reported to the Police. Westbury Town Council would like LHFIFG to investigate an ANPR add on to our existing CCTV system which our supplier has told us the CCTV control room is able to provide evidence of any breaches of this one-way system. We would like LHFIFG to investigate the feasibility of this alongside enforcement by Wiltshire Council.</p> <p>09/05/24 Discussion regarding ongoing project by Parking Services team to apply for permission from DfT for enforcement of moving offences via ANPR. KD has requested this site is added to the list for consideration if permission is granted.</p> <p>25/7/24 Action with parking services.</p>	31/10/24 Action with parking services.	To note
k)	18-23-10 Alan Powell Lane, Dilton Marsh	<p>There is an issue with speed through the village, which is well documented and reported. The PC is concerned at the impact of these speeds and the volume of traffic on children accessing the playing field and playground at Alan Powell Lane. The PC would like to see an assessment carried out to determine the feasibility of installing a playground sign and either rumble strips or a crossing area to improve the safety for children and people accessing the recreational facilities.</p>	31/10/24 KD chased traffic surveys 16/10/24. New contractor now in place. Anticipated surveys early November after school half term.	

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		<p>20/07/23 The parish council are to request a traffic survey to gather information about vehicle speeds. Warning signs may be provided at a cost of approximately £800. Await survey results prior to funding agreement.</p> <p>19/10/23 No Dilton Marsh PC representative at meeting. Chase traffic survey results.</p> <p>18/01/24 DMPC to provide update on traffic survey results.</p> <p>09/05/24 Further information to be submitted to Traffic Survey team by DMPC before survey is conducted.</p> <p>25/7/24 Traffic survey team confirmed there will be a new contractor completing the surveys and so there is a backlog. Anticipate survey for October.</p>		
7.	Items awaiting construction / order issued.			
a)	18-22-14 Bratton – various roads	<p>20/04/23 The cost estimate for implementing the remaining parts of the 20mph speed limit is £8,000. This includes the TRO costs. The extent of the proposed limit on Imber Road has been reviewed and the terminal points may be extended to begin the limit close to the property known as 'Thus Far'. LHFIF did not agree to fund this at this stage but will reconsider before end of financial year.</p> <p>20/07/23 This item is to be considered for funding next financial year. The parish council have committed their contribution to next year's budget.</p> <p>18/01/24 Consider funding in financial year 2024/25. Group agreed to pursue extension to 30mph on Imber Road with a ballpark estimate of £3,500. BPC confirmed contribution 30% £1050.</p>	<p>31/10/24 Formal consultation process complete.</p> <p>Works with contractor for implementation. Anticipated December 2024.</p>	

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		<p>09/05/24 Legal documents being prepared to submit to Traffic Regulation Order (TRO) Team.</p> <p>25/7/24 Formal consultation period for extension to speed limit to start on 12/7/24 and finish on 5/8/24. Group discussion on implementing a 20mph. KD explained Wiltshire Council policy on 20mph. Group agreed to implement 30mph speed limit and monitor.</p>		
b)	18-23-13 Clivey, Dilton Marsh	<p>19/10/23 Group agreed for site meeting to take place with Dilton Marsh PC to discuss issue.</p> <p>18/01/24 See above 18-23-12.</p> <p>09/05/24 DMPC confirmed no requirement for waiting restrictions at this time but confirmed the installation of SID at this end of the village. Group agreed funding for one SID site at £500 (30% £150 contribution from DMPC to be confirmed). Arrange site meeting to determine location for SID.</p> <p>25/7/24 Site meeting carried out on 8/7/24 with DMPC. SID location agreed. KD has ordered works, anticipated installation end of Sept.</p>	<p>31/10/24 Works complete. Remove from note tracker.</p>	KD
c)	18-24-11 Bratton Lower Westbury Road	<p>Bratton Parish Council (BPC) have received a complaint about the speed of traffic entering Lower Westbury Road, despite the 20mph already in force. The complainant has a stable on one side of the road, and exercising paddocks on the other side of the road and has to take horses across the road (the road is effectively crossing a regular livestock route). It appears that traffic entering Lower Westbury Road from Court Lane is accelerating, as if unaware of the continuing 20mph speed limit, and this is scaring the complainant. Request to look at measures to reduce speed and raise awareness of equestrian movements.</p>	<p>31/10/24 Works with contractor for implementation.</p>	

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		<p>09/05/24 Site visit to consider additional carriageway roundels. 25/7/24 Design and estimate submitted to BPC. BPC confirmed contribution. Group agreed funding. KD to order and implement.</p>		
d)	<p>18-22-1 B3098 & Lower Road Edington – Pedestrian Safety Improvements</p>	<p>KR to arrange site meeting with John Pollard and Suzanne Wickham and prepare proposals during December. Site meeting held to discuss potential options for improvements. KR to provide plans and costings. 20/04/23 The City – Proposal for improved pedestrian and road narrows signing. Cost estimate £1400. Funding was agreed for this with PC contribution. (£980 LHFIG / £420 PC) Sandy Lane area – potential options prepared and discussions with parish council ongoing. 20/07/23 The parish council would like to continue discussions regarding the Sandy Lane area. KR to prepare cost estimate and plan for gateway changes. CSW recorded 14 vehicles exceeding 36mph in a 1hr period. 19/10/23 The City pedestrian signing proposal to be ordered with contractor by end of October. KR & KD site visit for Sandy Lane area arranged for 13/11/23. 18/01/24 The City pedestrian signing to be completed by end of January. Design discussions for B3098 Sandy Lane junction and Lower Road ongoing with EPC. 09/05/24 The City signing is complete. Design for B3098 Sandy Lane junction and Lower Road has been agreed with EPC. Cost estimate for project is £10,000. Edington Parish Council have agreed 30% contribution of £3,000. Group agreed funding. Order and implement. 25/7/24 Works with contractor for implementation.</p>	<p>31/10/24 Works with contractor for implementation. Site work ongoing. Lower Road pedestrian road markings to be completed.</p>	

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e)	18-24-02 Westbury Station Road	Resident and Cllr Dean raise concerns over cars parking across driveway of No 95 Station Road causing an obstruction. Request for access protection bar marking (H-Bar) to be installed. 09/05/24 Group agreed for H-bar to be installed and for a site visit to be undertaken to determine whether a longer term solution of waiting restrictions is necessary. 25/7/24 Works with contractor for implementation.	31/10/24 Works complete. Remove from note tracker.	KD
f)	18-20-18 Bratton Road Westbury – narrow section	Substantive bid submitted and awaiting outcome. 20/04/23 Substantive bid successful. Waiting restriction to be advertised. Works pack to be prepared and aiming for construction late 2023. 20/07/23 Works programmed for November 2023. A road closure will be required. Design work is progressing and the legal advert for proposed parking changes will be taken forward. 19/10/23 Order issued. Awaiting installation. Construction starts 27/11/23. 18/01/24 Construction complete. 09/05/24 Stage 3 Road Safety Audit completed and raised no issues. KR confirmed additional road markings (hatching) to be provided to highlight the footway widening from the Bratton approach. Waiting restrictions Cabinet Member report approved and works order with contractor for installation. 25/7/24 Works with contractor for implementation.	31/10/24 Works for waiting restrictions and additional bollards with contractor for implementation.	
g)	18-22-13 Gibbs Close, Westbury	20/04/23 The new road is not adopted however waiting restrictions may still be provided with landowner approval. Waiting restrictions were requested by Highways DC alongside the planning approval however	31/10/24 Works complete. Remove from note tracker.	KD

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	Item	Update	Actions and recommendations	Who
		<p>were not formally included in the planning process. The developer has not been required to take this forward.</p> <p>20/07/23 Waiting restrictions to be included in batch advertisement. H-Bar marking agreed for driveway of no63 Alfred Street.</p> <p>19/10/23 Legal documents for waiting restrictions are with the traffic order team for processing. Formal consultation imminent.</p> <p>18/01/24 Formal consultation period taken place between 15/12/23 – 15/01/24. Awaiting confirmation on any comments received.</p> <p>09/05/24 Cabinet Member report approved. Works order with contractor to complete.</p> <p>25/7/24 Works with contractor for implementation.</p>		
8.	Other Items			
a)	<p>Please note: This is a reminder and for future reference that all cost estimates submitted to the group are done so with as much accuracy as officers can, however prices and costs can be subject to change for several reasons such as changes in contracts, length of projects lasting over multiple financial years as well as unforeseen issues on site which are unavoidable. It is important to note that such changes can affect contribution amounts. Any changes in costs/contributions will be highlighted to the group before any invoicing is completed.</p>			
b)	<p>Group discussion on Highway Improvement Form and the potential requirement to update it. Cllr Carole King has taken an action to liaise with other Area Board Chairs to discuss further.</p>			
c)	<p>Reminder that it is requested when issues are raised that a local evidence log has been completed to ensure the group are decision making and allocating funding using an evidence-based approach.</p>			
9.	<p>Date of Next Meeting: 23rd January 2025 – The Laverton, Westbury</p>			

LOCAL HIGHWAY AND FOOTWAY GROUP ACTION / NOTES LOG

Westbury LHFIG

Highways Officer – Kate Davey

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 Westbury 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, Westbury Area Board will have a remaining Highways funding balance of **£7,152.10**.

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