

**Minutes of the
Town Development Committee
held on Monday 16th April 2018 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Committee Membership:

CLlr Brett (East)	*	CLlr Robbins (East)	*
CLlr Davis, Vice Chairman (East)	*	CLlr Nicklin (ex officio, Chairman of SPRG)	*
CLlr Fraser (West)	*	Bill Parks (external representative)	*
CLlr Fryer (Broadway)	*	Len Turner (external representative)	A
CLlr Macfarlane, Chairman (West)	*		

Key: * Present A Apologies AB Absent

In attendance:

Officers: Fiona Fox and Veronica Mills

Public and press: 1 member of the public, 0 press

TD/17/071 Apologies for absence
Apologies were recieved and accepted from Len Turner.

TD/17/072 Declarations of Interest
None.

TD/17/073 Minutes
TD/17/073.1 The minutes of the Town Development Committee (TD) meeting held on Monday 19th February 2018 were approved as a correct record and signed by the chairman.

TD/17/073.2 TD/17/061 refers: Woodcock Road. This matter had been referred to CATG.

TD/17/074 Chairman’s Announcements
Another letter had been received by an anonymous resident of Pound Row. These letters were received on a regular basis but the Council could not respond as no name and address were given. The Chairman suggested a press release could be sent to the Journal emphasising the need to include this information.

Signed.....Date.....

Standing Orders were suspended at 7.05pm to allow for public participation

TD/17/075 Public Participation

Sheila Dunster made reference to the need for a litter champion (agenda item 17). She commented on the amount of litter she encountered on a daily basis and asked if the Town Council could liaise with schools to help educate the children not to drop litter and to appeal to shops to be responsible for the areas around their premises. She suggested the probation service could be approached to provide litter picking in the town as part of community service.

With reference to agenda item 12, Cobbett Place, she said that 'Access Only' signs were of little use unless the area was policed regularly.

Standing Orders were reinstated at 7.08pm

TD/17/076 Reports from Unitary Authority Members

None.

TD/17/077 CCTV Working Group

The minutes of the CCTV meeting held on 12th December were adopted.

TD/17/078 Spatial Planning Review Group

There were no minutes to adopt.

TD/17/079 Traffic System Working Party (TSWG)

TD/17/079.1 The minutes of the meeting held on 19th February were adopted.

TD/17/079.2 The working group had now disbanded so would not be meeting again to approve the minutes of the meeting held on 9th April. **Noted.** Two items had been referred back to Town Development for discussion:

TD/17/079.2.1 The introduction of 'Twenty's Plenty' signs in the town centre, mapping out the area in conjunction with CATG, and the appointment of a Community Speedwatch champion to coordinate volunteers and oversee the initiative. **It was resolved that Councillor Davis would be the champion for Speedwatch.**

TD/17/079.2.2 Weymouth Street traffic lights. **It was resolved to ask CATG to investigate a more up-to-date 'mover' system for the traffic lights at Weymouth Street.**

TD/17/080 Community Area Transport Group (CATG)

All items from the last meeting had been logged with CATG and any additional ones from this meeting would be added to be discussed at CATG on 7th June 2018.

TD/17/081 Speeding at Willow Crescent

Residents of Willow Crescent had logged a request for speed humps through the Area Board reporting system. The procedure was for the Town Council to consider whether they would support requests submitted in this way before Wiltshire Council would take any action, since the Town Council would need to contribute towards the

Signed.....Date.....

costs. Members felt that since Willow Crescent was a cul de sac it would not meet the criteria for speed humps as the majority of traffic was residential. Drivers should be encouraged to respect the other residents in the area. **It was resolved not to support this application.**

TD/17/082 **Cobbett Place Parking**

This was another issue that had been reported directly to the Area Board via the reporting system. Members felt this was an issue that should be taken up between Selwood Housing and Wiltshire Council. **It was resolved not to support this application but to ask Selwood Housing to liaise with the residents of Cobbett Place to encourage more considerate parking.**

TD/17/083 **Junction from Portway into Portway Lane**

Members agreed that the turning into Hollybush Lane from Portway Lane was difficult to negotiate with cars parking on the bends at the junction and further along Hollybush Lane. **It was resolved to ask CATG to investigate the viability of double yellow lines from the junction of Portway Lane along the curved stretch of Hollybush Lane to its junction with Medlicott House.**

TD/17/084 **Woodcock Road, Warminster**

The issue of a safe crossing on the stretch of Woodcock Road near Woodcock Park and Whitfield Close had been referred to CATG after the last meeting and should cover the issues raised in the letter to Dr Murrison MP. Members believed that a metro count had already been undertaken in this area.

TD/17/085 **Westbury Road Speed Limit**

Members believed the speed limit on Westbury Road was correct. There had already been a metro count and the road did not meet the criteria for any action. The traffic engineer had advised that 40mph was correct for this stretch of road given the width of the road, its open aspect and the fact that street lighting was in place. **It was resolved not to take this any further.**

TD/17/086 **South West Operational Flood Working Group**

Councillor Fraser would be attending the next meeting on Wednesday 18th April. Modelling had been undertaken and a report would be given. Renate Malden had not yet come back to the Town Council regarding the revisions needed for the new Warminster Flood Plan. The correct title for this group was now Operational Flood Working Group South as there were only two groups in the county. **The report was noted.**

TD/17/087 **Litter Champion**

The issue of litter and the cleanliness of the town had been discussed at the Annual Town Meeting. Councillor Jeffries had put himself forward to be the litter champion and would be discussing the matter with schools and businesses. The new head teacher at Kingdown Academy would not be able to allow pupils to litter pick for health and safety reasons but they would be introducing teaching assemblies on litter and responsibility to the environment.

Wiltshire Council is responsible for litter and has spent £2.5m across the county. A communications team has been set up to engage with businesses and improve the situation with regards to litter generated by businesses. Any problem areas should be reported via the Wiltshire Council app, even if this means reporting areas such as Woodcock Lane on a daily basis. Town centres have a schedule for cleaning but Wiltshire Council only do reactive litter picking outside of these areas. The Town Council would need to decide what level of cleanliness is expected.

The Town Promotion sub-committee had been discussing the issue and the Town Clerk and Cllr Jeffries would be visiting business throughout the town to instil the values of housekeeping outside each business. It is a community responsibility to deal with litter, dog fouling etc, and the Clerk and Cllr Jeffries would visit each area to engage with the community and try and find means to get people on board. It would not be possible for the Town Council to employ extra staff to litter pick, and using probationers was not a reliable source as they would not always be available. **It was resolved that Councillor Jeffries would be the litter champion for the town.**

TD/17/088 **Communications**

Members requested press releases on the following:

- Asking residents to include their names and addresses on correspondence so that the Town Council can respond.
- Cobbett Place parking; the double yellow lines at Portway Lane; the speed limit on Westbury Road.
- The Community Speedwatch champion and the need for volunteers.
- The litter champion.

Meeting closed at 8.15pm.

Signed.....Date.....