

**Minutes of the
Town Development Committee
held on Monday 25th September 2017 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

Committee Membership:

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

Key: * Present A Apologies AB Absent

In attendance:

Officers: Fiona Fox and Veronica Mills

Public and press: 1 member of public, 0 press

TD/17/022 Welcome

Councillor Macfarlane welcomed the committee to his first meeting as Chairman and in particular Tony Nicklin who was in an ex officio role as Chairman of the Neighbourhood Plan Policy Review Group and would therefore not be a voting member of the committee, and Len Turner who was an external representative giving valuable advice.

TD/17/023 Apologies for absence

Apologies were received and accepted from Councillor Macdonald and Bill Parks.

TD/17/024 Declarations of Interest

Councillor Fraser declared an interest in agenda item 11.1, Victoria Road/Masefield Road as she lived in the area and had raised the issue.

TD/17/025 Minutes

TD/17/025.1 The minutes of the Town Development Committee (TD) meeting held on Monday 5th June 2017 were approved as a correct record and signed by the chairman.

TD/17/025.2 Matters arising from the minutes of the Town Development Committee meeting held on Monday 5th June 2017:

TD/17/008 bar markings refers: The Clerk was directed to enquire as to how many white bar markings could be installed in a day. This figure was not available as it would depend on how geographically widespread the installations were and the size of the bar markings. **TD/17/008 SIDs items 2 and 4 refers:** The cost of purchase of SIDs and the best practice re working with the villages were still being investigated. **The Clerk would produce a written report for the next meeting.**

TD/17/026 Chairman's Announcements

None.

Standing Orders were suspended at 7.08pm to allow for public participation

TD/17/027 Public Participation

Mr Curt Eijvergard spoke on agenda item 11.3, calming measures on the B3414. He said the white lines that had been introduced at the Smallbrook Lane junction and the stop line that had been moved forward had greatly improved visibility when exiting Smallbrook Lane. He would not wish any traffic calming measures to reduce the availability of much needed parking spaces on Boreham Road. He believed that there was not a major problem, there had been no incidents in the 20 years he had lived there and people should drive with due care and attention.

Standing Orders were reinstated at 7.13pm

TD/17/028 Reports from Unitary Authority Members

None.

TD/17/029 CCTV Working Group

The meeting held on 12th September 2017 was not quorate, therefore there are no formal minutes and actions to approve. Noted.

TD/17/030 Neighbourhood Plan Policy Review Working Group (NPPRWG)

TD/17/030.1 Minutes The minutes from the meeting held on 1st September 2017 were put to Full Council on 18th September and were approved along with all the actions recommended in them.

TD/17/030.2 Terms of Reference The original terms of reference for the NPPRWG were to monitor the implementation of the policies of the Neighbourhood Plan (NP) by examining any major planning applications and reporting back to the Planning Advisory Committee on any conflict between applications and the policies and community actions in the NP. The NPPRWG have requested that the remit be widened to include consultations on issues which may inform changes to the NP. The minutes put to Full Council included recommendations on the draft Wiltshire Council Housing Site Allocations and revised settlement boundaries. Changes to Wiltshire Council's planning policies mean that NPs have to undergo an Annual Monitoring Report (AMR) on the progress of issues that have arisen. The terms of reference should include this. The AMR would examine whether the NP is still robust, as the Core Strategy is being worked on and evidence will need to be gathered by the NPPRWG as to what will be needed to review the NP.

It was resolved that the remit of the NPPRWG be widened on the proviso that it would not become a vehicle for a wish list for the town. It would continue to report back to Town Development

It was agreed to bring forward agenda items 11.2 and 11.3

TD/17/031 Agenda item 11.2, the extension of double lines on Boreham Road on the western side of the entrance to Rock Lane, and agenda item 11.3, traffic calming measures on the B3414, refer.

There was a clear need for the extension of double lines on the western side of the entrance to Rock Lane but due consideration needed to be given to the church gate at St John's and the necessity for vehicles to park for weddings and funerals. The issues of parking and speeding along Boreham Road were ongoing problems and both agenda items had been raised by members of the public. There had been an increase in commercial vehicles parking on Boreham Road which had exacerbated the difficulty of exiting both Rock Lane and Smallbrook Lane. It was suggested that parking could be restricted to private vehicles only, as had been done in Sandbanks. It was felt that the speed monitoring device on the south side of Boreham Road was placed too far west and needed to be moved further east nearer to the Smallbrook Lane junction to be more effective as a traffic calming measure.

It was resolved that the issues be passed to the Community Area Transport Group for recommendations on traffic calming and the request for the extension of the double lines.

TD/17/032 Central Car Park Feasibility Study

Councillor Nicklin asked the committee if he could withdraw his proposal. **It was resolved that the proposal be withdrawn.**

TD/17/033 Community Area Transport Group (CATG): Report from the meeting held on 12th July 2017

TD/17/033.1 Agenda item 11.1 refers: 4071 Victoria Road/Masefield Road.

Additional cost due to electrics/ducting. Cost increase from £7,300 to £10,500 therefore the Town Council's contribution of 25% will be £2,625, an increase of £800.00. Members have already approved the revised plans; however, the costs were not known at the time. **It was agreed unanimously to approve the increase of £800 as the project was already under way and needed to be completed.**

TD/17/033.2 Agenda item 11.4 refers: road markings in the Central Car Park.

It has been highlighted that the road markings in the car park are becoming indistinct, particularly at the entrance and exit, where, it is suggested, drivers are entering via the exit. In addition, visibility on exiting the car park is obscured by low level signage.

This item had been raised before and it was the responsibility of Wiltshire Council who received the revenue from the car park. It was agreed that the lack of clear road markings caused confusion and the proliferation of low-level signs at the exit across from the Avenue Surgery created barriers to visibility. **It was resolved that the matter should be referred to CATG with no responsibility for payment from the Town Council.** Previous minutes should be quoted if they can be found.

TD/17/033.3 Agenda item 11.5 refers: speeding in Brook Street/King Street, Warminster. A member has raised this as a concern expressed to him by members of the public. **It was resolved that this matter should be referred to CATG with a request for a metro count.**

TD/17/033.4 Agenda item 11.6 refers: Hillwood Lane, Warminster, parking issues. A member of the public has expressed concern that a parked car is forcing vehicles into the middle of the road at the approach to a junction. The members looked at pictures of the car which is parked in the same place every day. **It was resolved that the Clerk should ask the PCSOs to offer sensible and legal advice. Voting In Favour 5, Against Nil, Abstentions 1.**

TD/17/033.5 Agenda item 11.7 refers: Thornhill Road, Warminster, parking issues. A member of the public has contacted parking enforcement at Wiltshire Council regarding parking on double yellow lines at Thornhill Road. He has asked the Town Council to take up as no action has been taken. **It was resolved that the matter be referred to CATG to ask for the double yellow lines to be refreshed and for parking services to look at enforcement. The Clerk should ask the PCSOs to look at the area.**

TD/17/034 Warminster One-way Traffic System Working Group (TSWG)

It has been proposed that a TSWG be formed to explore a potential one-way system for the town. It was resolved that a TSWG be set up to explore and report back on:

- the need for a one-way system
- which areas would be addressed
- the viability
- the effectiveness
- the timescale of implementation
- the cost

These would form the terms of reference for the group.

Membership would consist of Councillors Davis, Fraser, Fryer and Jolley. A representative from CATG would be sought and Bill Parks would also be invited to join.

TD/17/035 Chain Lane/Smallbrook Road, issue 3873

TD/17/014 refers: Cllr Macdonald to provide a written report for members' consideration. Cllr Macdonald had given the Clerk a verbal report. He would like to consult again with residents in the area and bring it back to committee. **It was resolved to remove this item from the agenda of Town Development and CATG until further notice.**

TD/17/036 Communications

None.

Meeting closed at 8.24pm.

Minutes from this meeting will be available to all members of the public either from our website www.warminster.uk.com or by contacting us at Warminster Civic Centre.