

9th April 2018

Dear Councillor,

You are summoned to a meeting of the:

Town Development Committee
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 SPRWG)
Cllr Fraser (West)	Bill Parks (external representative)
Cllr Fryer (Broadway)	Len Turner (external representative)
Cllr Macfarlane, Chairman (West)	

Copied to all other members for information.

Yours sincerely,



Fiona Fox BA (Hons) MCIPD FILCM
Town Clerk

Members of the public are welcome to attend meetings of the Council and Committees, unless excluded due to the confidential nature of the business.

A G E N D A

1. **Apologies for Absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
2. **Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

3. **Minutes**

3.1 To approve and sign as a correct record, the minutes of the Town Development Committee (TD) meeting held on Monday 19th February 2018; copies of these minutes have been circulated and Standing Order 17a provides that they may therefore be taken as read.

3.2 To note any matters arising from the minutes of the Town Development Committee meeting held on Monday 19th February 2018.

4. **Chairman's Announcements**

To note any announcements made by the Chair.

Standing Orders will be suspended to allow for public participation.

5. **Public Participation**

To enable members of the public to address the Council with an allowance of three minutes per person regarding any item on the agenda and **to receive** any petitions and deputations.

Standing Orders will be reinstated following public participation.

6. **Reports from Unitary Authority Members**

To note reports provided.

7. **CCTV Working Group**

To adopt the minutes of the CCTV meeting held on 12th December 2017 (attached).

8. **Spatial Planning Review Group**

There have been no meetings of the group.

9. **Traffic System Working Party (TSWG)**

9.1 To adopt the minutes of the meeting held on 19th February (attached).

9.2 To note that the working group will disband following its latest meeting on 9th April. The group has asked the Town Development Committee to take forward the following two items from its discussions:

9.2.1 To consider 'Twenty's Plenty' signs for the town centre, mapping out which area this would cover and to do this in conjunction with CATG (see email attached from Martin Rose). To appoint a Community Speedwatch champion to launch the initiative on the roads which have already been approved for the scheme by the Crime Prevention Department, Wiltshire Police, following Metro Counts: Copheap Lane, Boreham Road and Deverill Road.

9.2.2 To ask CATG to look at software improvements for the Weymouth Street traffic lights to introduce a 'mover' system.

10. **Community Area Transport Group (CATG)**

There has been no meeting of CATG since 8th February 2018. The next meeting will be on Thursday 7th June 2018, 10am at the Fire Station.

11. **Speeding at Willow Crescent**

Residents have logged an issue with the Area Board regarding vehicles speeding in Willow Crescent. They have requested speed bumps to resolve the issue (see attached). **Members to consider whether to take this to CATG for further action.**

12. Cobbett Place Parking

Selwood Housing have logged an issue with the Area Board concerning bad parking in the lay-by at Cobbett Place which is preventing emergency vehicles accessing Cobbett House. They are requesting the lay-by be white lined to encourage better parking and the area close to Cobbett House to be hatched (see attached). **Members to consider whether to take this to CATG for further action.**

13. Junction from Portway into Portway Lane

Residents have complained about the dangerous corner at the junction at Portway Lane where the cycle route ends. Parked cars make the visibility poor, especially for vehicles entering Portway Lane and turning into Hollybush Road (see attached email from Councillor Ridout). **Members to consider whether to take this to CATG for further action.**

14. Woodcock Road, Warminster

A letter has been received from Dr Andrew Murrison MP forwarding concerns expressed about the speed of vehicular traffic on Woodcock Road (see attached).

This matter has already been referred to the CATG for consideration; however, members are asked to consider expanding the request to include a Metro Count.

15. Westbury Road Speed Limit

A request has been received for a metro count on Westbury Road (see attached) with a view to reduce the speed limit to 30mph. **Members to consider whether to take this to CATG for further action.**

16. South West Operational Flood Working Group

Cllr Fraser to report back from the meeting held on 21st February 2018.

17. Litter Champion

There have been increasing complaints about the amount of litter and general lack of cleanliness of the town and the surrounding area. This issue has also been raised at the Town Promotion Sub-Committee where it was agreed that shopkeepers should be encouraged to keep the areas outside of their premises swept. The Clerk was to pursue this, and a member is sought to champion the cause with the Clerk. **Members to consider the issue and appoint a champion.**

18. Communications

The members to decide on items requiring a press release and **to nominate** a speaker for any item on the agenda if required.

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

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Minutes

CCTV Working group

Tuesday 12th December 2017 at 10.00am

Membership:

Wiltshire Council Cllr Davis (East)	*	Westbury Town Council (WBTC) Cllr Hawker	A
Warminster Town Council Cllr Fraser (West)	*	WBTC Cllr King	AB
WTC Cllr Macdonald (Chairman) (East)	*	WBTC Cllr Tout	AB
PC Charly Chilton Wiltshire Police	*	Peter Sammons, West Wilts Trading Estate	*
D Deacon	*	Deborah Urch, Westbury Town Clerk	*
R Hood	A	Mike Herriott, WTC CCTV Supervisor	*
Warminster Garrison GSM Chris Smith	*	Fiona Fox, WTC Town Clerk	A

Key: * Present A Apologies AB Absent

In attendance: Cpl J Oldacre, V Mills

TV/17/006 Apologies

Apologies were received from Cllr R Hawker, R Hood and Fiona Fox.

TV/17/007 Minutes

The minutes of the meeting held on 13th June 2017 were approved and accepted as a true record.

TV/17/008 Accounts

The accounts for the period until October 2017 were noted.

TV/17/009 Activity

The activity figures for Warminster and Westbury to August 2017 were circulated. Mike Herriott reported that November had been a quiet month and that antisocial behaviour in the park had quietened down. PC Chiltern said the park had been set as a priority and had been 'flooded' with a police presence for a few weeks which had helped significantly.

TV/17/010 Maintenance Contracts

Mike Herriott was very happy with the quality of the cleaning undertaken by Wheelers which was outstanding. They were prompt to come out if there were any problems. Peter Sammons was concerned that the quarterly billing needed to be more specific in showing the dates of the beginning and end of the quarter. He had requested this. He was happy that Wheelers did let the trading estate know when they were coming.

Deborah Urch had invited Wheelers to the next Westbury CCTV meeting to. She had requested a preventative report on the expected end life of the cameras and their current condition which Wheelers had yet to provide. She wished to budget for possible replacements. Warminster had not requested a preventative report.

TV/17/010 General Data Protection Regulations (GDPR)

The Data Protection Act would be replaced from 25th May 2018 by the GDPR which would have implications for CCTV. Mike Herriott is already putting into practice many of the key principles outlined in the presentation. Councillor Davis said that Wiltshire Council were monitoring the situation for the time being before taking any action. It was agreed to wait for further information before making any revisions to the Code of Practice.

TV/17/011 TV/17011.1 Christmas Lights

There had been a problem with the lights in Weymouth Street being on all night but this had been resolved.

TV/17/011.2 Date of Next Meeting

Councillor Macdonald noted that the date of the next meeting was not on the agenda and requested it be included in future. The next meeting would be held on Tuesday 13th March.

Meeting closed at 10.13am

MINUTES

Traffic System Working Group

Warminster Civic Centre
Monday 19th February 2018
6.00pm

Membership:

Cllr Andrew Davis (East) Vice Chairman	*	Cllr George Jolley (Broadway) Chairman	*
Cllr Sue Fraser (West)	*	Bill Parks (Wiltshire Council advisor)	*
Cllr Rob Fryer (Broadway)	*	Martin Rose (Wiltshire Council CATG)	*

Key: * Present A Apologies AB Absent

In attendance: Veronica Mills (Administration Officer), Judith Halls (Administration Assistant)

TS/17/001 **Apologies**
None.

TS/17/002 **Election of Chairman and Vice Chairman**
Cllr George Jolley was elected as Chairman and Cllr Andrew Davis as Vice Chairman.

TS/17/003 **Minutes**
As this was the first meeting of the group there were no minutes to approve.

TS/17/004 **Terms of Reference**
The outline terms of reference as listed on the agenda **were approved**.

TS/17/005 **Plan of Action**
Members discussed the following topics:
TS/17/005.1 – 20mph limit CATG had been discussing the possibility of making certain central parts of the town restricted to 20mph. The current area being considered was West Street, Vicarage Street and Church Street to the Minster Church. It would also include Pound Street to the residents' zone. There would be a need to focus on the core areas in the town centre. Metro counts could be undertaken to establish whether there were speeding issues. The options were a 20mph sign only restriction or a 20mph zone. The latter would involve calming measures which would be expensive and were not always popular with residents.

Martin Rose would provide the group with a large-scale map of the town on which the group could map out the areas where a 20mph limit was needed. Speed monitoring could then be set up in those areas.

TS/17/005.2 – One-way systems The possibility of a one-way system to include East Street, Station Road, Fairfield Road and Imber Road had been discussed on several occasions. The traffic model viewed by the Neighbourhood Plan group had indicated that a one-way system would cause more problems than it would solve. However, residents of Imber Road would like a one-way system to avoid the stand-offs that often occurred there.

Many people had commented that Waitrose should have an access point on Fairfield Road. It was made clear that this would not be possible because of the proximity of the entrance to the shop at this point. Supermarkets are designed with the traffic access point as far from the entrance as possible for safety reasons, hence Station Road has to be the access and exit point.

Another one-way system was suggested for Weymouth Street to help ease the traffic flow through town. This would involve traffic only being able to turn right when exiting Morrisons. Vehicles would have to use Sambourne Road and George Street to reach the centre of town from this point. Members were concerned that this would send too much traffic past Sambourne School and the pedestrian crossing at the bottom of Sambourne Road which was used by Minster School.

A further option to ease traffic flow through the town could be to alter the traffic lights in the centre of town to a mover system. This was a more modern and reactive system which would respond to the level of traffic at any given time.

Any suggestions for a one-way system would necessitate modelling work which the Town Council would have to pay for. A basic model would cost in the region of £10K. There was an existing traffic model that had been commissioned by the developers of the West Urban Extension which it may be possible to use at a cost.

Date of Next Meeting

Members requested a meeting in the next 4–5 weeks, preferably not before a committee meeting. A list of dates would be circulated.

Veronica Mills

From: Rose, Martin <martin.rose@wiltshire.gov.uk>
Sent: 06 April 2018 11:55
To: Veronica Mills
Subject: RE: Agenda

Hi Veronica,

Some advice for the group when looking at prospective areas for a 20mph in Warminster. I hope this will provide some guidance at next Mondays meeting.

1. All evidence suggest that 20mph limits work best where the environment and character of the street already constrain speeds to around 24-26mph.

Dft Circular 01/13 says:Research into signed-only 20 mph speed limits shows that they generally lead to only small reductions in traffic speeds. Signed-only 20 mph speed limits are therefore most appropriate for areas where vehicle speeds are already low. This may, for example, be on roads that are very narrow, through engineering or on-road car parking. If the mean speed is already at or below 24 mph on a road, introducing a 20 mph speed limit through signing alone is likely to lead to general compliance with the new speed limit

2. It's difficult, but try and resist the temptation to expand the limit far and wide across the town. 20mph limits work best where they can be easily justified and drivers can see the reason for the lower limit. i.e. around busier areas with higher levels of pedestrians and vulnerable road users.

The DfT advice in Circular 01/13 says:.....speed limits are a key source of information to road users, particularly as an indicator of the nature and risks posed by that road both to themselves and to all other road users. Speed limits should, therefore, be evidence-led and self-explaining, and seek to reinforce people's assessment of what is a safe speed to travel and encourage self-compliance

3. Where 85th percentile speeds are already close 30mph mark a new 20mph limit will not bring about the reduction many wish to see by using signs alone. Traffic calming measures would invariably be required and these can be both expensive and unpopular. Our own evidence indicates that 'sign only' 20mph limits reduce 'mean' speeds by 1-2mph. Whilst the Police broadly support 20mph limits, there should not be an expectation they will routinely enforce the limit particularly where a 20mph has been inappropriately placed.
3. Lighter touch traffic reduction measures can used such as carriageway roundels and coloured surface areas, but their impact does tend to wane over time.
4. A 20mph limit will require 300mm diameter repeater signs spaced frequently throughout the length and this does mean an increase in Street furniture i.e. both signs and posts.

Personally I would concentrate on the core of the town centre in the busiest shopping / pedestrian areas, notably George St, High St, Market Place, East Street,

Fairfield (possibly Imber Road). If you expand out further it will be increasingly difficult to choose a suitable terminal point for the 20/30 limit as there will always be a road or residential estate who can argue their own case for the lower limit. Before you know it the whole of the town will be covered and what you end up with is a watered down approach where overall driver compliance is low and a limit which has simply become nothing more than an expensive signing exercise. Of course you won't be able to please everyone. It's understandable but people tend to believe a 20mph limit offers a panacea of lower speed and safer roads. The reality is I'm afraid quite different. The CATG recently funded a 20mph limit along Townsend Chitterne. Despite mean speeds reducing by around 3mph, some residents are still unhappy and are now demanding further action.

Regards

Martin Rose IEng, FIHE, MCIHT
Principal Traffic Engineer
Traffic & Network Management
Highways & Transport

✉ Wiltshire Council | County Hall | Trowbridge
Wiltshire | BA14 8JD
☎ 01225 713476 | Mobile - 07881505717
@ martin.rose@wiltshire.gov.uk



From: Veronica Mills [<mailto:vronmills@warminster-tc.gov.uk>]
Sent: 04 April 2018 09:46
To: Rose, Martin <martin.rose@wiltshire.gov.uk>
Subject: RE: Agenda

Hi Martin

Thank you for letting me know. I'm sure that without your expertise there will be little to action from the meeting, but they may well want to plot the 20mph area on the map. I will of course keep you informed.

Kind regards

Veronica

Veronica Mills
Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
Wiltshire
BA12 8LB

Tel 01985 214847

Email: vronmills@warminster-tc.gov.uk
Website: www.warminster-tc.gov.uk



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For TD 16/4
11

This is our new look design; please [tell us what you think](#).

Get Area Board Issue

Submitted	06/02/2018 11:08:48
Reference No	6079
Issue Summary	Potential speeding Willow Crescent

	UPDATED
Latest Update	22/02/2018 13:55:18 Thank you for logging this issue. I will check with the relevant officers and get back to you shortly I will raise this with the Town Council in the first instance.
CATG Action / Recommendation	

Issue	Vehicles speeding in Willow Crescent Warminster BA12 9LH.
Issue Location	Warminster
Street / Location	Willow Crescent BA12 9LH
Electoral Division	
Issue Duration	has been an issue for years
Who is Affected	local residents

What has been done so far	na
What would resolve issue	speedbumps
Who needs to come together	local highways / planning / road safety
Classification	Community Area Transport Group
In touch with Councillor	No
Sub Classification	
Current Status	in progress

Contact details

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This is our new look design; please [tell us what you think](#).

Get Area Board Issue

Submitted	19/02/2018 11:54:00
Reference No	6135
Issue Summary	Cobbett Place parking issue

	UPDATED
Latest Update	22/02/2018 13:53:45 Thank you for logging this issue. I will check with the relevant officers and get back to you shortly. In the first instance, this will go to the Town Council
CATG Action / Recommendation	

Issue	Bad parking in the lay-by at Cobbett Place means that emergency vehicles cannot access the entrance to Cobbett House.
Issue Location	Warminster
Street / Location	Cobbett Place
Electoral Division	
Issue Duration	within the last 12 months
Who is Affected	Everyone parking in the lay-by.

What has been done so far	As we dont own the land and trying to find out from the DVLA who owns the cars takes a long time its very difficult for us to do much. Although I am replacing a sign saying Access for emergency vehicles only
What would resolve issue	I would like the Council to while line the lay-by so that people park better potentially allowing more cars to park there. Also to hatch the area close to Cobbett House so people do not park there at all.
Who needs to come together	Wiltshire Council & Selwood Housing
Classification	Community Area Transport Group
In touch with Councillor	No
Sub Classification	
Current Status	in progress

Contact details

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From: Pip Ridout <pipridout@virginmedia.com>

Sent: 19 March 2018 10:23

To: andrewdavis4w@gmail.com; andrew4sww@gmail.com; Davis, Andrew <Andrew.Davis@wiltshire.gov.uk>

Cc: 'Jacqui Abbott' <jacqui.abbott@hotmail.co.uk>; Fiona Fox <townclerk@warminster-tc.gov.uk>

Subject: CATG

Mrs Sylvia Cox - 2 Chiltern Close and many others!!!

Complaining how dangerous the corner is off Portway into Portway Lane
due to parked cars /ending of cycle route. Visibility ,Safety etc for pedestrians,cars,bicycles
entering estate and turning into Hollybush esp.

Explained that she is not alone - but I would report her concerns

Pip

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HOUSE OF COMMONS

LONDON SW1A 0AA

AM/SJG/05/060418 (AM0666)

(Please ensure that the letter reference is quoted on return correspondence).

RECEIVED
09 APR 2018

6th April 2018

Miss Fiona Fox BA (Hons) MCIPD FILCM
Warminster Town Clerk
Warminster Civic Centre
Sambourne Road
WARMINSTER
BA12 8LB

Dear Miss Fox

My constituent [redacted] has written to me with her concerns about the speed of vehicular traffic on Woodcock Road. I have contacted Wiltshire Council and have been informed by Parvis Khansari, Associate Director for Highways and Transport that the action currently sits with Warminster Town Council. I would be very grateful if the issue could be discussed at the next Community Area Transport Group (CATG).

Thank you for your help.

Yours sincerely

Enclosure

14 MAR 2018

✓

Dr Andrew Morrison
House of Commons
London
SW1A 0AA

11th March 2018

Dear Dr Morrison

Re: Woodcock Road, Warminster, Road Safety

We have lived on the corner here for 12 years, there are many young families with pets here also. Speeding cars when trying to cross has always been an issue, even pulling out of our drive we have had several near misses. You cannot see safely around the corner to cross, there is no pavement here and cars use this road as a race track frequently.

When the council re surfaced the road a few years ago we raised concerns, they had a speed monitor in place here for a while which showed many excessive speeds. They were going to put a concealed entrance sign near us, this never happened either. It is a constant worry children crossing at school times here, also for neighbouring families with prams stepping out because they fly around the bend.

Apparently we cannot have a mirror installed here, the traffic police before have been made aware of issues with drivers speed (In 12 years we have never seen an officer monitoring speed).

The problem begins before our house where they pick up speed. I would like to invite you to be present when my children are trying to cross for school to see the dangers they face? It is only a matter of time before someone is seriously hurt or killed on this corner.

[REDACTED]

Fiona Fox

From: Rose, Martin <martin.rose@wiltshire.gov.uk>
Sent: 06 April 2018 14:12
To: Abbott, Jacqui
Cc: Fiona Fox
Subject: RE: Area Board issue no 6240

Jacqui,

By all means go ahead and arrange for a metro count(s). I'd also tempted to see if the TC would support the request in the first instance.

I'll be honest and say experience tells the chances of installing a 30mph limit along this length are extremely remote. If the issue is supported by the TC, the CATG would be required to fund an initial speed limit assessment by our consultants Atkins at cost of £2,500. Given the guidance on 30mph limits within *DfT Circular 01/13 (Setting local speed limits)* I'd be extremely surprised if the recommendation was for a reduction to 30mph and I'd advise the group of this at the meeting.

Put simply, given the width road width, the open aspect, the set back of the properties from the carriageway and excellent forward visibility, the likelihood of achieving any degree of compliance with a 30mph limit is very low. Street lighting is in place so we couldn't erect repeater signs. There is I'm afraid a little more to achieving a credible and sensible speed limit than simply sticking up a couple of '30' signs. To be honest I'd expect an ex-roads police officer to know this.

Simply because there is now a children's nurse on the road does not mean a 30mph limit is suddenly appropriate. There are infill houses but these are set back from the road and they do not have direct frontage access onto Westbury Road

In my opinion 40mph is the appropriate limit and I believe the metro count will indicate this.

nursery school plus lots of infill houses. Anyway, do you want me to ask for a metro count before the CATG? And it is quite long so could do with a couple of places.

Jacqui

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Jacqui

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