

25th November 2019

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Town Development Committee
to be held on Monday 2nd December 2019 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Brett (East) Vice Chair	Cllr Pitcher (East)
Cllr Davis (East)	Cllr Ridout (West)
Cllr Fraser (West)	Cllr Nicklin (ex officio, Chairman of SPRWG)
Cllr Fryer (Broadway) Chairman	Bill Parks (external representative)
Cllr Macfarlane (West)	Len Turner (external representative)

Copied to all other members for information.

Members of the public are warmly welcome to attend meetings of the council and its committees, unless excluded owing to the confidential nature of the business.

Yours sincerely



Tom Dommett BA (Hons) CiLC
Assistant Town Clerk

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 23rd September 2019; copies of these minutes have been circulated and Standing Order 12.1 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 23rd September 2019.

4. Chairman's Announcements

To note any announcements made by the Chairman.

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 which are relevant to this committee.

7. Regeneration Working Group

To note the update (**attached**) from Cllr Nicklin.

8. Spatial Planning Review Working Group (SPRWG)

To note the update (**attached**) from Cllr Nicklin.

9. Flood Working Group and South West Operational Flood Working Group

To note the updates (**attached**) from Cllr Fraser.

10. Community Area Transport Group (CATG)

Members to **note** the update (**attached**) from the CATG meeting on 6th June 2019. The next meeting of CATG was on Thursday 5th December but this has been cancelled.

11. New Issues

11.1 Junction of Portway and Highstreet

The junction of Portway and High Street has bollards to mark the edge of the turning. (photo attached) The bollards can only be shallowly secured, and the bollards are regularly knocked out. Officers have spoken to Wiltshire Council who have informed us that any missing bollards will not be replaced. It is **recommended** that members refer the matter to CATG to consider whether there are any other approaches that could be adopted, e.g. a higher curb. **For decision.**

11.2 The Ridgeway

There have been ongoing complaints about people parking in a turning bay at The Ridgeway. (attached) The request is for a sign saying "no parking" or "leave clear, parking bay". It is **recommended** that members refer the matter to CATG to consider what approaches that could be adopted, e.g. yellow line or road markings. **For decision.**

11.3 Deverill Road

There is a concrete bollard at the Wyle Road end of the footpath to/from Deverill Road in Warminster and metal railings across the footpath at the Deverill Road end, in Warminster.

We had a request from the local unitary member to refer this to CATG, however, this is a right of way, known as Warm 83, and has been referred to rights of way officers. Officers will report any updates.

12. 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.

Date of next meeting: Monday 17th February 2020

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MINUTES

Spatial Planning Review Working Group

Warminster Civic Centre
9.30am, Friday 20th September 2019

Membership:

Cllr Brett (East)	*	Harriet James	*
Cllr Fraser (West)	AB	Chris March	*
Cllr Nicklin (West) (Chairman)	*	Veronica Mills	*
Tracy Clifford	*	Len Turner (Vice Chairman)	*

Key: * Present A Apologies AB Absent

SP/19/011 Welcome and Apologies

Cllr Nicklin welcomed Harriet James to the group. Nigel Linge would like to be kept up to date with the work of the group but was not currently in a position to join. Nothing had been heard back from Colin French.

SP/19/012 Minutes

The minutes of the meeting held on 24th September 2019 were approved.

SP/19/013 Progress Report: Core Strategy and the West Urban Extension

Redrow had submitted plans for a development of 49 properties at Folly Farm. They had made a presentation to the Council but so far had failed to convince councillors on how the management company would operate to maintain the roads, which were no longer being adopted by Wiltshire Council.

SP/19/014 Progress Reports

SP/19/014.1 No. 3 High Street

This was back on the market as a property that could be demolished and replaced with a new build. Once planning was approved the Secretary of State would have to agree to delisting the property. This could be problematic.

SP/19/014.2 Grovelands

The owner had applied to vary the conditions of the application. It had been requested that the age of occupants for continuing care retirement be

reduced from 65+ to 55+. In general, continuing care retirement communities start at a minimum age of 60, and Len Turner had written to Wiltshire Council regarding this point. There were three parcels of land for sale: one for a retirement home, one for continuing care units and the third for 45 bungalows. Planning had been approved based on this being a complete continuing care retirement community, but if each parcel was sold with separate conditions it would facilitate piecemeal development. Bungalows could be built with no care facilities for them, as Wiltshire Council would be unable to enforce the construction of the remaining development. Wiltshire Council has objected to the adjustment of the conditions.

SP/19/014.3 Boreham Mead

A presentation had been made to the Town Council. The outline application had been granted but no detailed application had yet been submitted.

SP/19/015 Update on Settlement Boundary Review

There had been no further information from Wiltshire Council.

SP/19/016 Wiltshire Housing Land Supply

Tony Nicklin, Sue Fraser and Len Turner had attended a meeting with Wiltshire Council on 6th June. There was no indication of further housing needs from Warminster. Wiltshire Council were keen to support the Town Council on updating the Neighbourhood Plan.

SP/19/017 Progress Report: Town Regeneration Working Group

The Neighbourhood Plan (NP) had adopted the 2012 Town Plan, but the latter was now out of date since Wiltshire Council no longer own the majority of properties in the Central Car Park area. They now own only the library, Central Car Park and the Community Hub. Woodmead is being sold and the other buildings are owned by the relevant authorities (fire, police etc.). The college has been bought by the police. The Town Regeneration Working Group has little to work with, so Wiltshire Council is leaving it to the Town Council to be creative. New River Retail is interested in being involved in regeneration.

SP/19/018 Professional Support and the Way Forward, Including Rewriting NP

To move forward with updating the NP there is a need to understand more about the inspectors' thinking. To make the NP more effective, professional advice should be sought which will have to be paid for. Planning for an environmental future is a key consideration and the NP should include a new section on Sustainability, although it has to be noted that NPs are only about the use of land so there are limits on what can be included.

The remaining land on the Grovelands site has been transferred to Wiltshire Council with the proviso that the community will manage it as a countryside

and wildlife site. This will need to be included in the NP. There has been 400 hours of volunteer effort for the site and a grant of £500 for signage has been given by the Town Council. The Area Board is paying for equipment. There are seven footbridges that all need to be replaced and the footpaths need to be renovated to an acceptable standard. The money could come from Section 106 monies from the development, or from CIL.

Tony Nicklin and Harriet James will put together a brief for a section on sustainability in the NP. A request for £25K from CIL money for professional advice will be put to Town Development.

SP/19/019 Any Other Business

The group felt that more publicity needed to be given to CIL monies and where they are spent. The skatepark had received £65K and this needs to be highlighted. It is important to emphasise the amount of the additional funds that have been received as a result of having the NP and how these are being used for the benefit of the community.

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Please refer to the attached minutes, and the following extracts:-

1. Regeneration Group

See TD/19/030 – a meeting did take place in the Community Hub building with New River Retail and Wilts Council on Wed 16th October. This meeting was again attended by a nominated WC staff member who was unaware of the process that we were trying to agree, and we got nowhere!! New River retail are keen to see what further development opportunities exist for their future in Warminster, and this may surface with planning requests for alterations/extensions to their Mall or nearby. No notes were taken. Another meeting has been proposed for the 17th December see invite below from WC, which will take place without New River initially:-

Councillor Philp Whitehead, Leader, has asked me to arrange a meeting with you all to discuss Warminster REGEN.

Attendees from the Council would be:

Cllr Philip Whitehead
Cllr Tony Jackson
Cllr Fleur De Rhe Philippe
Sam Fox, Director of Economic Development and Planning
Simon Hendey, Director of Housing and Commercial Development
Chris Hilton, Head of Service, Economic Regeneration
Alistair Cunningham, Executive Director, Place & Growth – *to be confirmed*

I have reviewed the diaries of officers in the Council and the only slot I can find between now and Christmas is:

17th December at 12.00 – 1.30pm.

2 . SPRWG and Neighbourhood Plan

See TD/19/040 – the purpose of joining the Climate Emergency Network is to allow us to be fully informed before Warminster declares its own Climate Emergency Declaration. The new Neighbourhood Plan will be adopting a new section in the "Place.." theme . This will be called our "A Place for our Future ". In order to extract the relevant information for an approved NP, we believe that we should prepare a full Climate Emergency declaration document which will include as much relevance as we can prepare for presentation to Committee. Only when we are able to see the relevance of our hopes for the future can we then put some of them into the new Neighbourhood Plan. New Members to the Group have been invited in Harriet James and Colin French, Nigel Linge was invited but will not be available to contribute just yet.

See TD/19/031 – see attached minutes. We have also reviewed the planning application for the separation of the various packages of the Grovelands Care Facility inc the support for the 45 retirement bungalows. Thanks to Len Turner for the work in reviewing and sharing by email our support subject to various conditions that are also acceptable to WC. Len can elaborate at the meeting if necessary.

Regards, Cllr Tony Nicklin
Chairman
Warminster Town Council
Spatial Planning Review Working Group.

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As mentioned, the drainage and the watercourse arrangements in the Warminster area are very complicated.

Together with Wiltshire Council, we are trying to figure out what happens from both the fluvial flows of the watercourses along with the surface water drainage. We are also collaborating with Wessex Water and have included the sewage network within the flood risk computer model.

The modelling work completed so far does not represent the reality of flood risk in Warminster and significant changes and improvements are required. This regularly happens with complicated modelling work and it is often the case that the model is not representing what happens on the ground.

The model is currently being checked and reviewed. I'm afraid this is a lengthy process due to the significant improvements required. Once these are complete and the model is approved by the EA, Wiltshire Council and Wessex Water we should have a much better understanding of how the system works. Many of the people working on the model are also working on the flooding incidents across the country. Therefore, it may take longer to get the modelling work finished and signed off. Hopefully it should be well progressed by the Spring 2020 and I will of course update you further if I hear anything.

Kind regards

Steve Malpass

Flood & Coastal Risk Management.

Environment Agency.

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Warminster Community Area Transport Group - Action Tracker/Notes,

Date of meeting – 26 th September 2019					
	Item	Update from previous meeting	Actions/ Recommendations	Priority 1=High 2=Low	Who
1.	Attendees and apologies				
	Present	<p>Graeme Morrison, Andrew Davis, Len Turner, Simon Wager, Alexandra Channer, Kate Plastow, Caroline Sawyer, Kathleen Harrington, Denise Nott, Sue Fraser, , Mike Perry, Phil Holihead, Tom Dommatt, Martin Rose, Denis Brett, Liz Colvin</p> <p>Observers - Mr Shoult, Silver St. Harriet James - Sustainable Warminster</p>			
2.	Notes of Last meeting				
		<p>The minutes of the previous meeting held on the 6th June 2019 were agreed at the Warminster Area Board on 20th June 2019</p> <p>The Link can be found at:</p> <p>Warminster Area Board Minutes 6th June 2019</p>	26/09/19 Action – Minutes of the previous meeting were agreed.		
3.	Financial position				
		The current balance for the Warminster			

		<p>CATG for 2018-19 up to and including the 26th September is £5,376.78</p> <ul style="list-style-type: none"> - Allocation for 2019/20 = £15,226.00 - Carry over from 2018/19 = £6,400.78 - Agreed 3rd Party Contributions = £6214.00. - Total budget for 2019/20 = £27,840.78 - Total Commitments 2018/19 (to date incl. 2018/19 carry over schemes) = £22,464.00 - Remaining budget 2019/20 up to (06/06/19) = £5,376.78 			
4.	Update on Top 5 Priority Schemes NOTE: Items shown in GREY are live Priority 1 issues where orders have been issued but works are awaiting start				
a)	5230 Whitbourne Springs/ A362 junction	06/06/19 Outline design work remains outstanding. Target July 19	26/09/19 Outline designs prepared and presented to CPC. Option 1 put forward as substantive bid for 19/20. Awaiting result of assessment. CATG agreed to allocate £5k from next year's budget 2020/21. (if bid successful) Optimistic about receiving contribution from Longleat	1	MR
b)	5965 Bishopstrow village	06/06/19 Adhoc road markings programmed for June / July 19. Sign locations to be agreed with PC	26/09/19 Road markings complete. Sign locations to be agreed with PC. MR to arrange site meeting with Mike Perry	1	MR
c)	6253 A362 Corsley Heath (by bus stop)	06/06/19 Outline design work commenced but not complete. Target mid-to late June. CATG agreed to allocate a sum of £6000 less the 25% PC contribution (pending agreement of design)	26/09/19 Design 80% complete. Additional funding required due to cost of re-cutting loop for traffic counter and additional drainage works. Est. now £10,000. Agreed to allocate extra	1	MR

			funds but will have to use part funds from 2020/21 alongside issue 6261 due to overspend.		
d)	6244 The Deverills	06/06/19 Design agreed with PC. Cost £3,100.00. Road markings anticipated by end of June. Target date of the next meeting for completion of sign works	26/09/19 Road markings complete. Awaiting sign installation. Remove from next tracker.	1	MR
e)	6024 Heytesbury High Street	06/06/19 Temp signs complete. MR to look at moving 'unsuitable for HGV's' sign on Mill Lane	26/09/19 Liz Colvin felt the temporary signs were of little use as there was often not enough time to erect signs when an incident on the A36 occurred. Permanent 'unsuitable for HGV' signs to be considered at either end of the village. MR to look at.	1.	MR
f)	6841 6923 A350 Crockerton	06/06/19 Drawing to be issued to Crockerton PC for approval. June 2019 Site to be added to ad-hoc programme. August / September implementation	26/09/19 Drawing remains outstanding. Site to be added to next ad-hoc programme. Likely early 2020. To be greyed out on tracker.	1	MR
g)	6341 Upton Lovell	06/06/19 Meeting took place with Andrew Cummings 18/02/19. Outline sign and road markings place agreed. Cost £1100. PC have agreed to 25% of the cost. Recommend moving to Priority 1. Road marking Complete by end of June Moved from the chair to allocate the funds, seconded by representative from Codford - approved unanimously	26/09/19 Road markings complete. Awaiting sign installation. Likely October / November 19. To be greyed out on next tracker	1.	MR
h)	5752 High Street Maiden Bradley	06/06/19 Scheme agreed by PC. Cost £5400 with 25% contribution from PC. Recommend move to Priority 1 Issue moved to priority 1. PC have confirmed their allocation of £1,350. Moved from the chair to allocate the £4050. Unanimously	MJR 26/09/19 Road markings and HFS complete. Signs, bollards programmed for early Sept. To be removed from next tracker.	1	MR

		agreed			
i)	6084 Victoria Road Masfield Road roundabout and Broadway roundabout, Warminster	<p>06/06/19 Approximate cost £550.00 CATG could pay for this but normally we would ask for organisations to pay as signs are for a private business.</p> <p>Cllr Jackson to check whether the WRC are willing to fund / part fund with WTC</p>	<p>26/09/19 WRC have confirmed they will cover cost of the signs. Mark Stansby's team undertaking this work. Likely early in new year.</p>	1.	MR
j)	6261 Sand St Longbridge Deverill	<p>06/06/19 Meeting with PC and rep from BP garage took place 13/02/19. Outline option prepared for PC.</p> <p>Outline option being taken to PC at the beginning of July. PC hoping to have their 25% contribution allocated from this year's budget.</p> <p>To be moved to priority 1 scheme but no allocation made until next meeting and costs agreed.</p>	<p>26/09/19 Design plans issued and agreed by parish council. Cost £6,386.77 with a Parish Council contribution of 25% (£1,596.69). Members agreed to allocate the necessary funds but alongside issue 6253 may have use part allocation from 2020/21. Finance sheet will show a deficit in 19/20</p>	1.	MR
k)	6980 Pound Street Warminster	<p>06/06/19 Recommend 2 no. signs on West Parade to direct lorry traffic east when exiting either Factory lane or Beech Av. Signs can erected on existing LC's Cost £300 Town Council Support issue- Move to priority 1 until it is completed.</p>	<p>MJR 26/09/19 Awaiting implementation. To be greyed out.</p>	1.	MR
l)	7067 Upper Marsh Street, Warminster	<p>06/06/19 Speeding complaint - Speed limit change requested Upper Marsh Rd where it joins Lower Marsh Rd Also Request for traffic calming. AD moved from the chair to add Smallbrook Lane to this issue and allocate costs £3,000.00 (minus TC contribution of £750) 25%. MR to investigate and report back.</p>	<p>26/09/19 Current policy means that only <u>existing</u> 30mph limits can be considered for 20mph limits. Possible extension of current 30mph speed limit on Smallbrook Road Marsh up to junction with Southleigh View / Gypsy Lane. Members agreed to proceed with</p>	1.	MR

			30mph limit.		
5.	Priority 2 / Other highway issues under consideration				
a)	5568 Whitfield Close / Woodcock Road	06/06/19 Len turner updated group following town development committee. He is trying to organise a resident's site meeting. Site at Whitfield Close is owned by a family who may not be open to a free dedication for the strip of land. There is speculation of a development on the other side of the road which might create an opportunity to solve this issue. Issue to remain on hold	26/09/19 Issue to be removed from next tracker.	2	Cllr Davis LT
b)	6146 Woodcock Road	06/06/19 See issue 5568 above	26/09/19 See issue 5568 above. Town councillors to press Kingdown School to update their travel plan.	2	
c)	6594 Bishopstrow Road / Boreham Road	<i>"Excessive continuous speeding in a built up area including schools. The issue is on the B3414 where it joins the Bishopstrow Road in Warminster. Agreed at TDC that area is suitable for CSW - Suggestion made from the group for WTC to look at purchasing a SID"</i>	26/09/19 SID being considered. No further CATG action required at this stage. Remove from next tracker		
d)	6598 Bishopstrow Road – Pedestrian crossing request	06/06/19 When development agreed there was a s106 requirement to put in a crossing. Due to an administrative error - the developers were not aware of the s106 requirement and are refusing to abide by it. Suggestion that CATG might take it on as a project. Group do not feel this is a matter for them so view is to not use CATG money to pay for	26/09/19 Action remains with Area Board.	2.	

		this. Letter to be issued from Area Board to Wiltshire Council Development control			
e)	6661 Codford High Street	<p>"The use of the High Street in Codford by large vehicles continues to impact on the residents. Parish Council proposes weight limits width limits and advisory signs be erected at either end of the High Street."</p> <p>Email from Codford PC dated 01/04/19 which states: <i>Parish Council noted that in the minutes concerning the issue above, CATG misunderstood the request, juxtaposing East and West in their response. Could this be rectified? Traffic needs to be directed to turn off the A36 on to New Road as opposed to using Chitterne Road via the High Street</i></p> <p>MR will have another look to clarify his understanding and will report back with ideas at the next meeting.</p>	<p>26/09/19</p> <p>Meeting with PC representatives arranged for early October. To be discussed at December meeting.</p>	2.	KG/MR
f)	6993 West street Warminster	06/06/19 CEM to issue WR1 form to requester.	<p>26/09/19</p> <p>GM to chase WR1 form.</p>	2.	GM
g)	7051 Ash Walk Warminster	Residents in Ash Walk have contacted the Town Council about speeding traffic and thoughtless and hazardous parking. MR to investigate and report back to next meeting	<p>26/09/19</p> <p>Site inspection remains outstanding</p>	2.	MR
h)	7055 Victoria Road / Haygrove Close Warminster	<p>06/06/19 Parking concerns at the junction of Haygrove Close Victoria Road. At a meeting of the Town development committee it was agreed that this be referred to CATG for investigation.</p> <p>Recommendation for WTC to submit a WR2 form to enable site to go on list for assessment</p>	<p>26/09/19</p> <p>Action with Warminster TC to submit WR2 form</p>	2	WTC

i)	7058 King Street Warminster	06/06/19 Speeding complaint. Request for Traffic Calming. MR recommends metro-count to establish extent of problem. Issue to be discussed at WTC TDC first	26/09/19 Action with Warminster TC. Speed survey request to be submitted	2.	WTC
j)	7125 Ash Walk Warminster	06/06/19 Request for "no through road" sign MR to investigate and report back to next meeting	26/09/19 Length of Ash walk is adopted highway. Very narrow for traffic but strictly a no through road. No through road sign to be provided. Move to Priority 1 and allocate £300. TC 25% contribution.	1.	MR
k)	7168 7242 Heytesbury Village	06/06/19 Request for 20mph limit assessment. MR asked parish to decide which locations they want establish speed data. PC to submit Metro counts requests	26/09/19 Metro-count requests submitted. Awaiting results		
l)	7178 Hillwood Road / Deverill Road	Request for waiting restrictions at junction. 'WR1' form to be issued to requester.	26/09/19 CEM to check if form has been issued.	2.	GM
6. New issues submitted since last meeting					
a)	17-19-1 Chapmanslade. Pavement parking	Safety concerns relating to pavement (footway) parking between 106 High Street - 118 High Street, Chapmanslade. Requester would like to see pavement parking banned. To create a carpark in the village for households who have so many cars too which they have no room to park	To be discussed by Chapmanslade PC and report back to next meeting		

b)	NO issue # Silver Street.	Local Resident Anthony Shoult raised issue RE. Speeding from Silver Street all the way through town and proposed a 20mph limit / zone.	MR to organise speed / volumetric count and report back to next meeting		
7.	Confirmation of priority 1 schemes (Max 5 schemes to be progressed at any time)				
	<p>1. 5230 Whitbourne Springs/ A362 junction (substantive Bid)</p> <p>2. 6253 A362 Corsley Heath (improvements by Bus stop) (NOTE: Increase in cost to £10,000. CATG £7,500.00, Corsley PC £2500)</p> <p>3. 6841 6923 A350 Crockerton - c/way roundels</p> <p>4. 6261 Sand St, Longbridge Deverill. Improvements at junction. (Cost £6386.77 - CATG £4790.08 LD PC £1596.69)</p> <p>5. 5752 High Street Maiden Bradley Improvements to Traffic Calming</p> <p>6. 7067 Upper Marsh Street / Lower Marsh , Smallbrook Rd, Warminster – 30mph Speed Limit (Cost £3000 - CATG £2250.00 TC £750.00)</p> <p>7. 6980 Pound Street Warminster - HGV route signs for West Parade</p> <p>8. Ash Walk - No through road Sign (Cost £300. CATG £225.00, TC £75.00)</p> <p>Highlighted items to be agreed by Area Board</p>				
8.	AOB and date of next Meeting				
	10am - 5 th December 2019 (venue to be confirmed)				

Warminster Community Area Transport Group
Highways Officer – Martin Rose

1. Environmental & Community Implications 1.1. Environmental and community implications were considered by the CATG 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.

3. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Warminster Area Board will have a remaining Highways funding balance of **£-2497.30**

4. Legal Implications 4.1. There are no specific legal implications related to this report.

5. HR Implications 5.1. There are no specific HR implications related to this report.

6. Equality and Inclusion Implications

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

7. Safeguarding implications

6.1 There are no specific safeguarding implications related to this report.



LHN

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HIGH STREET

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