

*Delivering a brighter, greener future for all*

20<sup>th</sup> April 2021

## AGENDA

Dear Councillor

You are invited to a meeting of the:

**Town Development Committee**  
**on Monday 26<sup>th</sup> April 2021 at 7pm**  
**to be held online**

### Membership:

<b>Cllr Brett (East)</b>	<b>Cllr Nicklin (West)</b>
<b>Cllr Davis (East)</b>	<b>Cllr Pitcher (East) Vice Chairman</b>
<b>Cllr Fraser (West)</b>	<b>Bill Parks (external representative)</b>
<b>Cllr Fryer (Broadway)</b>	<b>Len Turner (external representative)</b>
<b>Cllr Macfarlane (West) Chairman</b>	

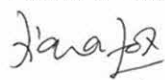
Copied to all other members for information.

Normally, the committee would meet in person and provide an opportunity for members of the public to attend. However, during the current emergency, this is not possible, and the Government have put in place Regulations that allow 'Virtual' committees to be convened and held to conduct local authority business.

The Council has adopted appropriate procedures to ensure the smooth administration of such virtual meetings.

If you wish to address members in public participation via a written submission please contact [admin@warminster-tc.gov.uk](mailto:admin@warminster-tc.gov.uk) at least a day prior to the meeting to enable this to be facilitated. If you wish to view the meeting please see the link on the Warminster Town Council website [www.warminster-tc.gov.uk](http://www.warminster-tc.gov.uk) in the meetings diary.

Yours sincerely



**Fiona Fox BA (Hons) MCIPD FSLCC**  
**Town Clerk and Responsible Financial Officer**

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 meeting held on Monday 22<sup>nd</sup> February 2021, 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 22<sup>nd</sup> February 2021.
4. **Chairman's Announcements**  
To note any announcements made by the Chairman.
5. **Questions**  
To receive questions from members of the committee submitted in advance to the Clerk.

***Standing Orders will be suspended  
to allow for public participation.***

6. **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. The Chairman may read any statements submitted.

***Standing Orders will be reinstated  
following public participation.***

7. **Reports from Unitary Authority Members**  
To note any reports provided which are relevant to this committee
8. **Community Area Transport Group (CATG)**  
Members to receive and note the latest update from CATG. (Attached.)
9. **New Issues for CATG**  
A request has been received for double yellow lines in Victoria Road.  
Members to resolve whether to refer the request to CATG.
10. **Minutes CCTV Sub-Committee**  
To note the minutes of the CCTV Sub-Committee of 15/09/2020 (attached).
11. **Review of Green Open Space**  
The Council has been contacted by two of the landowners who are unhappy with the designation of the Folly Lane Rehobath as Local Green Space. (see attached)

**Members are requested to receive the report and note the concerns of the two landowners involved and consider this matter as part of the reasons for reviewing the Neighbourhood Plan, Agenda item 12.**

**12. Neighbourhood Plan Review**

It is now approximately seven years since the Warminster Neighbourhood Plan was adopted. Since then, the Neighbourhood Plan Process has evolved as indeed has other aspects of planning legislation. The further from adoption the Neighbourhood Plan gets, the less weight it is given in planning decisions and the more weight is given to new and or emerging planning considerations. It is therefore timely for the existing Neighbourhood Plan to be reviewed and updated.

**Members to resolve that the Council asks the Spatial Planning Review Working Group to restart work on the Review of the Warminster Neighbourhood Plan and to draw up terms of reference for the review and terms of reference for the consultants, Place Studio. The aim should be for the review to be completed within 12 months.**

**13. Proposed Closure of Barclays Warminster Branch**

Barclays Bank have written to the Council to say that they intend to close their branch at 32 Market Place Warminster on Friday 25th June 2021. **(See attached)**

As part of this closure announcement Barclays will follow the Access to Banking Standard. This means all of their local customers will be informed of their decision at least 12 weeks before the closure via letter. They will also make available our Reasons for Closure document.

As part of this process Barclays would welcome the town councils' views on how they can help smooth the transition of this branch closure for local customers. In particular, they would be interested to hear thoughts on the following questions:

- What do you believe will be the biggest impact of the closure of the Warminster branch on the local community?
- What do you believe will be the biggest impact of the closure of the Warminster branch on customers of the branch?
- What alternative ways to bank do you believe need to be provided to help customers and the community adapt to this change?

**Members to resolve how to respond to the letter from Barclays.**

**14. 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](http://www.warminster-tc.gov.uk) or by contacting us at Warminster Civic Centre.

**Date of next meeting: Monday 28th June 2021**



### 24<sup>th</sup> February 2021 Meeting (Microsoft Teams) – Minutes

Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
<b>1.</b>	<b>Attendees, Apologies &amp; Introductions</b>			
<b>Present</b>	Cllr Andrew Davis (Chair), Kate Davey (WC), Martin Rose (WC), Denise Nott (WC), Graeme Morrison (WC), Cllr Fleur de Rhe-Phillipe (WC), Cllr Tony Jackson (WC), Andrew Cumming (ULPC), Simon Wager (MBPC), Phil Holihead (Chapmanslade PC), Sue Fraser (Warminster TC), Gillian Flint (UDPC), Simon Jasper (CHPC), Caroline Sawyer, Kate Plastow (LDPC), Len Turner (Co-op member Warminster Community Partnership), Tom Dommett (Warminster TC), Liz Colvin (Hl&KPC)			
<b>Apologies</b>	Fiona Fox (Warminster TC), Spencer Drinkwater (WC)			
<b>2.</b>	<b>Notes of the last meeting (12<sup>th</sup> November 2020)</b>			
	The minutes of the previous meeting held on the 12 <sup>th</sup> November 2020 were accepted and agreed.	Noted and agreed.		



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
3.	Finance				
		<p><u>Financial position at February 2021</u></p> <p>(a) 2020-21 allocation = £15,226.00  (b) 2019-20 underspend = £6,512.84  (c) 2020 -21 3<sup>rd</sup> party Contributions £9,162.50  (d) Total Budget for 2020-21 = £30,663.84 (a+b+c)  (e) Scheme commitments 2020/21 = £29,643.81  (f) Current Balance = <b>£1,020.03</b> (d-e)</p> <p>Refer to attached finance sheet.</p>	Noted and agreed.		
4.	Update on top 5 Priority Schemes				
		<p>CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:</p> <ul style="list-style-type: none"> <li>• A summary will be retained</li> <li>• The entry will be "greyed out" to indicate that it is in progress and no further discussion is required at the CATG meeting unless otherwise indicated.</li> <li>• MR will provide updates in advance of meetings</li> <li>• The item will be removed once the scheme has been implemented.</li> </ul>			
4.1	6661 Codford High Street. Signs to Lyons Seafood	<p>18/06/20 Sign proposals to be submitted to HE for approval and agreement.</p> <p>12/11/20 Awaiting response from HE. MR to resubmit proposal.</p> <p>24/02/21 KD chased contact at HE for a response via email 10/2/21, awaiting response.</p>	<p><b>ACTION</b> Keep chasing Highways England for a response.</p>	1.	KD

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
4.2	17-20-3 (29/01/20) Junction Portway & High Street, Warminster	<p><b>18/06/20</b> Approximately 8 pole cones required. Cost estimate including removal of old bollards, footway reinstatement and traffic management. £3000. TBA</p> <p><b>13/08/20</b> Members agreed to allocate £3,000 for the provision of new pole cones to replace the existing surface mounted bollards.</p> <p><b>12/11/20</b> Trial Pits required due to shallow services. Order placed, awaiting implementation.</p> <p>24/02/21 Confirmation received on 11/02/21 that this work is now complete. Invoice to be issued.</p>	<p><b>ACTION</b> Issue invoice, close and remove from agenda.</p>	1.	KD
4.3	17-20-7 (03/02/20) High Street, Maiden Bradley.	<p><b>18/06/20</b> SDR undertaken at two locations on high Street Feb 20. Site 1 <b>West</b> - Mean = 24mph. 85<sup>th</sup> percentile – 31mph.</p> <p>Site 2 – <b>East</b> – Mean speed 32mph. 85<sup>th</sup> percentile – 39mph. Count at site 2 to be repeated to confirm and rule out device error. Current speed at eastern end would rule out provision of both a 20mph limit and on-carriageway footway.</p> <p><b>13/08/20</b> Repeat SDR to be undertaken in early September when schools return. MR to speak to Simon Wagner to agree way forward once results are known.</p> <p><b>12/11/20</b> Updated SDR count for High Street 17/10/20 - 16/10/20 Site 1 <b>West</b> - Mean = 20mph. 85<sup>th</sup> percentile – 24mph.</p>	<p><b>ACTIONS</b> Split into two separate schemes.</p> <p>B3092 village gates – send different styles of gates to PC. Progress to design phase.</p> <p>20mph speed limit – traffic surveys to be carried out on Back Lane and Kingston Lane when lockdown restrictions are eased.</p>	1.	KD  KD

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>Site 2 – <b>East</b> - Mean speed 29mph. 85<sup>th</sup> percentile – 36mph.</p> <p>Site meeting has taken place with PC Virtual footway no longer supported however a 20mph limit on High St / Back Lane/ Kingston Lane is requested. Consideration of new signs / gates on B3092 (southbound) Estimated cost, Speed Limit - £4000, gates/ signs £3000.</p> <p><b>Agreed</b> – Allocate £7000, PC 25% of cost.</p> <p>24/2/21 Site visit undertaken by KD. Traffic survey sites for Back Lane and Kingston Lane located. Assessment to be progressed once lockdown restrictions are eased. Chased update on landowner's hedge removal for B3092 11/02/21.</p>			
4.4	<p><b>17-20-9</b> (21/07/20)</p> <p>A362 Corsley Heath</p>	<p>Request by Corsley PC for 40mph speed limit to be re-assessed with a view to implementing a 30mph limit. <a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p> <p><b>13/08/20</b> Members agree to move to priority 1 and allocate £2500.</p> <p><b>12/11/20</b> Order to be issued. Speed limit assessment to take place early Jan 21. Delay due to social distancing restrictions.</p> <p>24/02/21 Further delay due to latest national lockdown for Covid-19. This assessment will be completed once restrictions are eased.</p>	<p><b>DISCUSSION</b></p> <p>Simon Jasper commented on new development for Baytree Close resulting in another entrance onto A362. Martin Rose confirmed that Atkins have been made aware of this for inclusion in assessment.</p> <p><b>ACTION</b></p> <p>Chase Atkins on timeframe for completion when lockdown restrictions are eased.</p>	1.	KD



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
4.5	17-20-10 (16/7/20) Sand Street, Longbridge Deverill	<p>Vehicles are mounting the pavement, damaging the pavements, causing stones to hit windows, vehicles reversing and hitting property number 83. Highways were called to an incident in early June, whereby a van had reversed and hit the corner of property 83, causing damage.</p> <p>13/08/20 MR to look at bollard options and report back to group.</p> <p>12/11/20 Discussions taking place with PC. Estimate of 8 no. pole cones. Length to be covered to be agreed. Estimated cost £2500.</p> <p>Agreed - Allocate £2500 in 2021/22 financial year.</p>	<p><b>DISCUSSION</b> Martin Rose suggested recycling some of the emergency active travel poles which will be removed from other sites in the next few months. PC and Group agreed to this in principle.</p> <p><b>ACTION</b> Send photos of poles and dimensions to PC for final consideration.</p>	1.	KD
4.6	17-20-17 (03/11/20) High Street Warminster	<p>The owner of S L Corden &amp; Sons requests that the Bollards outside the Café Journal are extended up to the entrance to North Row to prevent delivery vans from driving onto the pavement to park. These vans are not only delivering to S L Corden's shop but to other premises in the area and on three occasions S L Corden's blinds have been hit causing the arms to be bent and damage that on one occasion was so bad that it resulted in having to replace a whole blind. The owner of S L Corden's concludes that it is only a matter of time before that happens again and they also cause damage to the pavement. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p>12/11/20 Manchester style Bollards currently used on High street. Existing spacing between bollards approximately 5.0 – 6.0m. Approximately 2/3 no. bollards required. Estimated cost per bollard £150.00. Traffic</p>	<p><b>DISCUSSION</b> Cllr Jackson confirmed how important this scheme is due to vehicle damage to footway and gullies in this area.</p> <p><b>ACTION</b> Order and implement scheme using Manchester rebound bollards.</p>	1.	KD

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		<p>Management (lane closure) = £650.00. Total £950.00.</p> <p><b>Agreed - Allocate £950.00 (CATG £712.50, WTC £237.50)</b></p> <p>24/02/21 Works pack to be issued imminently.</p>			
<b>5.</b>	<b>Priority Two / Pending Schemes</b>				
5.1	<b>6146 Woodcock Road</b>	<p><b>08/06/20</b> No update to report. Item to remain on tracker as low priority 2.</p> <p><b>13/08/20</b> No progress to report. Further attempt to be made to encourage submission of updated school. MR to speak to Ruth Durrant (school travel plan advisor).</p> <p><b>12/11/20</b> MR has spoken to Ruth Durrant. Updated travel plans imminent. To be progressed under TAOSJ.</p>	<p><b><u>ACTION</u></b> Leave on agenda for now and monitor.</p>	2	
5.2	<b>7058 King Street Warminster</b>	<p><b>26/09/19</b> Speeding complaint. Request for Traffic Calming. MR recommends metro-count to establish extent of problem. Issue to be discussed at WTC TDC first Action with Warminster TC. Speed survey request to be submitted.</p> <p><b>18/06/20</b> No receipt of metro count request being received.</p> <p><b>13/08/20</b> WTC have resubmitted metro-count request.</p> <p><b>12/11/20</b> Awaiting metro-count results. MR chased</p>	<p><b><u>ACTIONS</u></b> Group agreed to close issue and remove from agenda.  Inform requester accordingly.</p>	2	<p>KD</p> <p>WTC</p>

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		<p>02/11/20. Note significant waiting time for metro count requests. Count location relocated slightly due to availability of fixing point.</p> <p>24/02/21 Traffic survey results (Dec 2020): Mean = <b>17.6mph</b>, 85<sup>th</sup> percentile = <b>21.4mph</b>.</p>			
5.3	<b>17-19-2</b> (23/09/19) A36 / B390 Chitterne	<p>Heytesbury PC request measures to improve safety at the junction of A36 / B390 Knook</p> <p><b>18/06/20</b> MR has liaised with HE re. possible future work programmes and awaiting a response.</p> <p><b>12/11/20</b> No update to report. MR to continue to chase Highways England. Traffic Engineer to look at road markings to examine why vehicles are queuing side by side at junction onto A36.</p>	<p><b>DISCUSSION</b> Martin Rose confirmed he has previously asked contact at Highways England for information on future schemes in this area with no response. Denise Nott confirmed grass cutting south of junction is partly WVC partly HE responsibility. Denise agreed to chase HE at appropriate time to maintain area sufficiently.</p> <p><b>ACTIONS</b> Chase HE again for a response.</p> <p>Investigate road markings (arrows) to reinforce correct junction layout.</p>	<b>2.</b>	KD KD
5.4	<b>17-20-6</b> B390 Chitterne	<p>Volume of traffic in general using the B390 as a rat run to avoid the A303/A36, particularly the tour buses/coaches travelling from Stonehenge to Bath and vice a versa.</p> <p>Request for Coach Ban on B390 with exemption for local buses. This is on ongoing issue with residents, in places there are no pavements and the road narrows, therefore making it difficult for resident to safely walk in their own village.</p> <p><b>18/06/20</b> MR to investigate further and report to next CATG. Coach survey on B390 likely to be</p>	<p><b>ACTION</b> Leave on agenda for now and review post Covid-19.</p>	<b>2.</b>	



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		<p>required to establish numbers.</p> <p><b>13/08/20</b> 1-week coach survey estimated cost £1350. Members agreed that a survey was unlikely to achieve meaningful data at present time due to Covid-19 and would be better considered next Spring (2021) Virginia Neal expressed ongoing concerns relating to B390, traffic volumes, speed etc and asked for joined up approach to look at these issues, particularly in light of planned improvements to the A303.</p> <p><b>12/11/20</b> No update to report. Issue remains on hold. To be reviewed post Covid-19.</p>			
5.5	<b>17-20-8</b> (08/06/20) C10 Sutton Veny High Street	<p>Traffic safety issues in High Street where there is reduced visibility due to parked vehicles and no pavement. Request for 20mph limit. <a href="https://www.google.co.uk/maps">https://www.google.co.uk/maps</a></p> <p><b>13/08/20</b> Metro counts required to establish speed data through village. MR to arrange and report back to group.</p> <p><b>12/11/20</b> Request for metro-counts placed and 5 no locations agreed. Please note there is currently a backlog of requests 6-9 months.</p> <p>24/02/21 Traffic surveys pending. They will be commissioned once the Covid-19 national lockdown has been lifted.</p>	<p><b>ACTION</b> Progress traffic surveys once Covid-19 lockdown restrictions have been eased.</p>	2.	KD
5.6	<b>17-20-11</b> (24/07/20)	Request to extend the pavement from its end in Victoria Road to Bugley Cottages, Victoria Road. WTC Members debated this issue and understood	<p><b>DISCUSSION</b> Cllr Jackson commented on the request not only for a footway but also a need for</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
	Victoria Road, Warminster	<p>the residents' concerns and felt that this route would only get busier going forward when the Western Urban extension is completed. This would be a very expensive project and its integration with forthcoming development was crucial. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>13/08/20</b> Members agreed this issue needs to be considered as part of West Urban Development. MR to speak to Development Control re. possible section 106 monies.</p> <p><b>12/11/20</b> The following response received from Kenny Green in Planning:</p> <p><i>"Applications 15/01800/OUT and 17/01463/FUL are still pending as the legal agreements have been very complex affairs"</i></p> <p><i>"Both committee reports set out the developer contributions that the drafted s106 will secure which extends to various off-site highway works. Warminster TC will also receive CIL monies"</i></p>	<p>a cycleway. Recommends this should be included in the Section 106 agreement.</p> <p><b>ACTION</b> Leave on agenda for now and monitor.</p>		
5.7	17-20-15 (03/11/20) Portway Warminster	<p>Several members of the public who use wheelchairs/mobility scooters are experiencing difficulties crossing Portway at the exit of Bartholomew Lane/path at the crossing refuge point. Owing to the parked cars and the low-level visibility from a wheelchair/mobility scooter they are unable to see cars coming from the right. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>12/11/20</b> Visibility reduced for pedestrian crossing Portway (east to west) using the refuge island due to presence of parked vehicles. Pedestrian count /</p>	<p><b>DISCUSSION</b> Cllr Davis expressed concerns over the possible loss of 12 parking spaces along Portway due to development. Martin Rose explained this might be due to the full visibility splay required in the design of the access. Cllr Davis confirmed this application has been called in.</p> <p><b>ACTION</b> Leave on agenda for now and monitor.</p>	2	

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		assessment required before formal crossing can be considered. (Count cost £1000)  Potential for possible Section 106 funding or substantive bid in 2021/22.			
5.8	17-20-16 (03/11/20) Pound Street Warminster	<p>A resident has requested that something is put in place to stop larger vehicles accessing Pound Street from West Parade. They are happy to have bollards put on corners of the external wall as a deterrent and to protect their wall  <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p>12/11/20 Signs erected in 2019 to direct HGV traffic along West Parade but evidence of these being ignored. New larger HGV sign could be provided.</p> <p>Bell bollards cannot be considered to protect wall of No. 87 Pound Street as likely to have been constructed without permission on public highway. Engineer to look at options/cost and report back to group.</p>	<p><b>DISCUSSION</b>  Martin Rose confirmed previous typo and that a bell bollard can be installed at this location. Cllr Jackson considered if the signing and road markings are a success is there a need for the bell bollard. This could be tackled with a staggered approach if agreed.</p> <p><b>ACTION</b>  Compile estimate for all works to be discussed at the next meeting.</p>	2	KD
5.9	17-20-18 (03/11/20) Smallbrook road Warminster	<p>A Temporary Traffic Management Order to close Smallbrook Road for the amphibian breeding migration for 12 weeks from 1st February 2021. A TTMO was made by Richmond Council for this purpose in Spring 2020.</p> <p>Reduce Smallbrook Road speed limit to 20mph between Turnpike Cottage and the junction with Southleigh View.</p> <p>Add speed bumps to the double-blind corner on Smallbrook Road and on the straight section</p>	<p><b>DISCUSSION</b>  Group discussed and agreed previous notes not to support TTMO or speed bumps for reasons outlined at last meeting.</p> <p>Group also discussed whether a 20mph speed limit assessment at the cost of £2500 would be beneficial and add value. Cllr Jackson considers it to be too costly and unenforceable and so does not support it.</p>	2	



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		<p>between Turnpike Cottage and the Calves Mead Sewage station. <a href="https://www.google.co.uk/maps/">https://www.google.co.uk/maps/</a></p> <p><b>12/11/20</b></p> <ol style="list-style-type: none"> <li>1. A TTMO could be considered on Smallbrook Road for the Amphibian breeding season. However signs alone are unlikely to be an effective deterrent and some form of removable barrier or gate would be required. Legal access to the pumping station would still be necessary.</li> <li>2. A 30mph restriction has been implemented in 2020. A further reduction would require another assessment to be undertaken.</li> <li>3. The provision of vertical features on the highway are governed by the Road Hump Regulations 1999. The regulations prohibit the provision of road humps where a system of street lighting is not present.</li> </ol> <p>The group did not support of the temporary closure request. They were more sympathetic to the request for a 20mph limit and recognised the local importance as walking and cycling route. It will therefore add the site to its 'pending' schemes requiring further investigation and assessment. Possible inclusion in 2021/22 financial year. The CATG did not support the request for road humps for the reasons outlined in point 3. Above.</p>	<p>Sue Fraser added that there is a degree of speeding already but would a 20mph also be ignored.</p> <p><b>ACTION</b></p> <p>Request traffic surveys once Covid-19 lockdown restrictions are eased to determine current speeds.</p>		WTC

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6	New Requests submitted since last meeting				
6.1	17-20-19 (11/12/20) New Road, Codford	New Road – from the village shop to the junction of Green Lane is a popular pedestrian route. It is also a very busy road with high volumes of traffic but has no footway on either side for pedestrians. Request for white line along one side of the road to give pedestrians safe right of way.	This issue was not discussed as there was no representative from Codford PC in attendance.  <b>ACTIONS</b> Defer to next meeting and request Codford PC attend to discuss issue.  Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.	2	CPC  KD
6.2	17-21-1 (22/01/21) Spur Road off Cherry Orchard, Codford	Concerns over a footpath being used as a short cut to the primary school which meets the spur road opposite Wyllye Coyotes. Vehicles use this cul de sac to turn around at school drop off time, young children also use it to ride their bikes and scooters to school. Drivers do not realise there is a footpath as it is not signposted and masked by fencing from adjacent house. Since the school had automatic gates installed cars can no longer use car park to turn around so this problem is getting worse.  Request for warning signs on the verge to emphasise to vehicles that children are using the footpath and crossing this road.	This issue was not discussed as there was no representative from Codford PC in attendance.  <b>ACTIONS</b> Defer to next meeting and request Codford PC attend to discuss issue.  Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.	2	CPC  KD
6.3	17-21-2 (22/01/21) Junction off High Street to Cherry Orchard, Codford	Ongoing parking issues and traffic into Cherry Orchard because of access to the school and doctor's surgery. Parish Council now allow use of village hall car park for visitors.  Request for direction signs on verge at the junction to direct traffic into village hall car park.	This issue was not discussed as there was no representative from Codford PC in attendance.  <b>ACTIONS</b> Defer to next meeting and request Codford PC attend to discuss issue.	2	CPC

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			Contact Codford PC once lockdown restrictions are eased to arrange site visit and gain better understanding of issue.		KD
6.4	17-21-3 (08/02/21) Park Lane, Heytesbury	There are two 30 mph speed limit signs at either end of Park Lane and the chicane at Riverbank, Mill Farm and Heytesbury Mill experiences a lot of traffic and walkers. The Parish Council would like to establish whether safety signs could be installed to warn car drivers. This area is often used as a diversion when accidents occur on the A36 and many vehicles are not aware of the tight bend or that larger vehicles struggle to get through.	<b>ACTION</b> Site visit to assess most appropriate warning sign for this location.	2	KD
6.5	17-21-4 (12/02/21) Heytesbury village	The village of Heytesbury has many young families using buggies and the elderly population using buggies finding it difficult to navigate hard footpaths to get to local facilities and the school. Some work has been done in dealing with overhanging hedges, but the Parish Council would like to know if there is the possibility of a review in the village generally with advice on what might be possible to make transfer routes easier.	<b>ACTION</b> Arrange site visit with Parish Council once lockdown restrictions are eased to walk through the village and discussed locations for dropped kerb sites.	2	KD
7	AOB				
7.1	Upton Lovell PC - Bus shelter request on A36, previously discussed and not supported by CATG. Alan Cumming attended meeting to raise it again as there is a need for ensuring the safety of elderly members of the village. Informed the group that there might be some village funding which can be contributed in the future.				



	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
7.2	Longbridge Deverill PC:  Speeding issues on A350. Requests for information on metro count timescales. KD will send links to traffic survey forms and any requests made will be commissioned when lockdown restrictions are eased.  A350 carriageway repairs – Denise Nott confirmed she is aware of these issues and is escalating them.  Solar bollard issue should be raised through the MyWilt App online reporting system for action.				
7.3	Upton Scudamore - Church Lane surfacing – Denise Nott confirmed this location is on the list for surface dressing. Will confirm time scale in due course.				
7.4	Thanks, and Goodbye - Cllr Tony Jackson expressed thanks to Cllr Andrew Davis for his efforts to chair the CATG meetings and to Martin Rose and highway officers for all their help and advice. All in agreement.				
8.	<p><b>Agreement of Priority 1 schemes (Max 5 to be progressed at any one time)</b> Note: Issues which are 'Greyed out' indicate schemes where orders have been issued but are awaiting implementation.</p> <p><b>Issues highlighted in Yellow are awaiting approval from the Area board</b></p> <ol style="list-style-type: none"> <li>1. 17-20-7 High Street, Maiden Bradley. 20mph limit and Gateway on B3092</li> <li>2. 6661 Codford High Street. HGV Signs to Lyons Seafood (Monies not yet allocated)</li> <li>3. 17-20-3 Junction of Portway &amp; High Street, Warminster – Pole Cones <b>£3000</b> (CATG £2250, Warminster TC £750)</li> <li>4. 17-20-9 A362 Corsley Heath – Speed Limit Review - <b>£2500</b> (CATG £1875.00, Corsley PC £625.00)</li> <li>5. 17-20-7 High Street, Maiden Bradley - <b>£7000</b> (CATG - £5250, Maiden Bradley PC £1750.00)</li> <li>6. 17-20-10 Sand Street, Longbridge Deverill Pole Cones (CATG £1875.00 Longbridge Deverill <b>£625.00</b>) <b>IMPORTANT 2021/22 budget</b></li> <li>7. 17-20-17 High Street Warminster - Bollards <b>£950.00</b> (CATG £712.50, Warminster TC £237.50)</li> </ol>				

Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
9.	Date of Next Meeting - TBC			

#### Highways Officer – Kate Davey

#### 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.
- 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3<sup>rd</sup> party contributions are confirmed, Warminster Area Board will have a Highways funding balance of **£1,020.03**

#### 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 – none.

## Warminster CATG

BUDGET 2020-21		£15,226.00	CATG ALLOCATION 2020-21
		£6,512.84	2019-20 underspend
<b>Contributions</b>			
Corsley Heath - Ped improvements by bus stop (£5000 20/21)		£5,000.00	Invoiced
Warminster TC - 30mph limit Smallbrook Rd (£750 20/21)		£650.00	Invoiced
Warminster TC - Portway pole cones		£750.00	Confirmed
Corsley PC speed limit assessment		£625.00	Confirmed
H bar marking - Recharge to requester		£150.00	
Maiden Bradley PC - 20mph limit and gateway		£1,750.00	Confirmed
High Street Bollards - Warminster TC		£237.50	Confirmed
<b>Total Budget</b>		<b>£30,663.84</b>	
<b>Commitments carried forward previous years</b>			
A362 Corsley Heath - Improvements by bus stop		£13,443.81	Actual
Upper Marsh Road / Lower Marsh Rd/ Smallbrook Road speed Limit		£2,600.00	Actual
H Bar Marking High street Chapmanslade		£150.00	Full recharge to requester
<b>New Schemes 2020/21</b>			
A36 Codford High Street - Lorry Route Signs		£0.00	Awaiting HE feedback
Maiden Bradley - High Street / Back Lane 20mph limit. Gateway on B3092		£7,000.00	£4000 Speed Limit / £3000 Gateway (Land Owner to cut back hedge)
Junction of Portway and High Street Warminster - Jislon City Pole cones		£3,000.00	Estimate
A362 Corsley Heath Speed limit assessment		£2,500.00	Estimate
High Street - 2 no. Manchester Bollards SL Corden to North Row		£950.00	Estimate
<b>Total commitment</b>		<b>£29,643.81</b>	
<b>Remaining Budget</b>		<b>£1,020.03</b>	



## **Town Development Committee 26.04.2021**

### **Request for double yellow lines Victoria Road**

We have looked on Wiltshire Council website and it instructs us to contact our town council re: requesting double yellow lines.

We live at 19 Victoria Road, which is a bungalow with a large drive/junction onto the main road.

There are a number of terraced cottages across the road that have had double yellow lines put down, this has forced one of these residents to park their vehicle outside our drive and number 17 Victoria Road (between both driveways).

When we try and pull out of our driveway and turn right onto the main road this vehicle blocks our vision. My wife walks across the road daily to the Co-Op and she has to walk out into the road before she can see what is coming up from the right when this vehicle is here. We are both in our 70s and this is causing us a lot of stress.

There is no need for any parking on this part of the road, all of the properties have large driveways, but we do require a clear sight of the main road when exiting.

Please could double yellows be put down on our side of the road also?

## Minutes

### CCTV Working Group

### Tuesday 15<sup>th</sup> September 2020 at 10.00am

#### Membership:

Wiltshire Council Cllr Davis (East) Chairman Warminster Area Board	*	Warminster Garrison GSM Michael Martin	A
Warminster Town Council Cllr Robbins	A	Westbury Town Council Cllr Kimmins	*
Wiltshire Police – PC Victoria Howick	A	Peter Sammons, West Wilts Trading Estate	A
Warminster GSO Adam Pamment	A	Wiltshire Council Cllr Suzanne Wickham	*
D Deacon, Kingston Homes	A	Deborah Urch, Westbury Town Clerk	*

**Key:** \* Present    **A** Apologies    **AB** Absent

#### In attendance:

**Officers:** Fiona Fox Town Clerk and RFO, Tom Dommett (WTC Assistant Town Clerk) Mike Herriot. (WTC CCTV Supervisor) Stuart Legg (Parks and Open Spaces Manager)

#### **TV/20/012    Apologies for absence**

Victoria Howick, Adam Pamment, D Deacon, Michael Martin, Cllr Kimmins, Peter Sammons.

#### **TV/20/013    Minutes**

TV/20.013.1 The minutes of the meeting held on 10<sup>th</sup> August 2020 were approved.

TV/20/013.2 Matters Arising - None

#### **TV/20/014    Accounts**

The accounts for the year to 30/07/2020 were noted. 33% of the way through the year spend was in line with budget once upfront payments had been accounted for.

#### **TV/20/015    Partner Feedback**

Westbury Town Council had discussed the future of CCTV and agreed to continue with CCTV and work with Warminster Town Council into the future. They were having a meeting with Wheelers soon to discuss

- TV/20/016     Maintenance Contract**  
One camera in Warminster and one in Westbury were currently awaiting repairs.
- TV/20/017     CCTV Supervisor Report**
- TV/20/017.1.** The activity figures for Warminster and Westbury for August 2020 were discussed. Fairly typical month, crime and anti-social behavior is returning to pre-lockdown levels. Main incidences are anti-social behavior and drunk and disorderly.
- TV/20/017.2 To discuss any general staff/volunteer matters**  
MH reported
- TV/20/017.3 Volunteer recruitment and publicity**  
MH reported that he had two potential volunteers, one of whom already has a license. MH also agreed to approach Westbury U3A.
- TV/20/017.4 Any other updates from the CCTV Supervisor**  
None
- TV/20/018     Review of CCTV Health Check**  
The working group undertook a SWOT analysis using an interactive white board. Fiona is to write a report based on these inputs.
- TV/20/019     Partners Fees**  
These would be discussed at the next meeting in the light of the CCTV Health Check.
- TV/20/020     Any Other Business**  
None
- Date of future meetings:**  
**Tuesday 15<sup>th</sup> December 2020**  
**Tuesday 16<sup>th</sup> March 2021**
- The meeting closed at 10.55 am.**



**Delivering a brighter, greener future for all**

Report to Town Development Committee 29/04/2021

### **Review of Designation of Green Open Space**

#### **Recommendation**

**The committee notes the concerns of the two landowners involved and considers this matter as part of the reasons for reviewing the Neighbourhood Plan, Agenda item 11.**

#### **Purpose of the Report**

To advise members of a request for the council to review the designation of the land known as Rehobath as Local Green Space as soon as possible.

#### **Background**

The Warminster Neighbourhood Plan 2015-2026 included the designation of an area known as the Folly Lane Rehobath as Local Green Space. **(see attached)**

Local Green Space designation (LGS) was introduced by the Government to protect local green areas of special importance to local communities. It enables communities, in particular circumstances, to identify and protect areas that are of value to them through local and neighbourhood plans.

LGS is designated by the planning authority (borough, district, metropolitan or other unitary authority) and once it is in place, it is subject to the same strong development restrictions as Green Belt, ruling out new development except in special circumstances.

Further general information can be found at: <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>

The Council has been contacted by two of the landowners who are unhappy with the designation of the Folly Lane Rehobath as Local Green Space.

They make several points including:

- The area of land was not included as Local Green Space in the Draft Neighbourhood Plan of February 2015.
- When initial consultation was undertaken the land was not included.

- In April 2015, a member of the Neighbourhood Plan Working Group was asked to consult with local landowners of the Folly Lane Rehobath about the proposed Local Green Space proposal.
- These two landowners were not contacted.
- The November 2015 version of the Draft Neighbourhood Plan included the proposed designation of the Folly Lane Rehobath as Local Green Space.
- They as landowners were unaware of the inclusion of their land in the proposed designation.
- The land has been designated as Local Green Space without their consent or knowledge.
- How is designation possible when the land is privately owned and with no access to the public?
- They would like the council to review the land known as Rehobath and in particular the designation of their land as Local Green Space as soon as possible.
- They believe the matter can be handled as a minor amendment to the Neighbourhood Plan based on correcting wrong information.

## **Response**

The Neighbourhood Plan is a community document, not a town council document. The Neighbourhood Plan is created by following a process set out in legislation.

The criteria for designation of land as Local Green Space are clearly set out in the legislation. It is a combination of these criteria and the Neighbourhood Plan process that led to the designation of land. An independent Examiner considered the Draft Plan Neighbourhood Plan and objections made to it and concluded that the “plan provided evidence to demonstrate that the proposed area of green space met the relevant tests set out in the National Planning Policy Framework.”

The consent or knowledge of every landowner although desirable cannot always be achieved and is not a condition of designation of land as Local Green Space. Designation is possible even when the land is privately owned and with no access to the public.

The town council does not have detailed records of all communications made during the Neighbourhood Plan process. It appears from the minutes of the Neighbourhood Plan Working Group that the town council believed that the landowners had been contacted.

Had the landowners been aware of the process, they could have launched appeals/challenges to the designation, but the timescales for legal challenge relating to this matter have passed.

### **Options Considered**

There is a Neighbourhood Plan review process that allows the designation to be amended or changed. If any of the evidence provided is flawed or incorrect, or circumstances have changed, then the review process is the best way to get the Local Green Space designation changed.

The question arises, would it be possible for the matter to be handled as a minor amendment to the Neighbourhood Plan based on correcting wrong information?

Members are advised that the review of the Local Green Space would be a material change to a policy and would need to go through the whole Neighbourhood Plan review process.

Furthermore, simply requesting a change in designation by itself may not render reason enough to remove the designation and any proposal to remove the designation would need to be evidenced, in line with the National Planning Policy Framework and examined by an Inspector.

However, a review of the Neighbourhood Plan does provide an opportunity for the case to be made to change the designation. The case for such a review is set out as a separate agenda item.

During the review process, all interested parties will have the opportunity to give their views and evidence

### **Financial and Resource Implications**

None

### **Legal Implications and Legislative Powers**

None

### **Environmental Implications**

None

### **Risk Assessment**

N/A

### **Crime and Disorder**

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.

### **Recommendation**

**The committee notes the concerns of the two landowners involved and considers this matter as part of the reasons for reviewing the Neighbourhood Plan, Agenda item 11.**



## AREAS TO BE DESIGNATED AS LOCAL GREEN SPACE (LGS)

### Folly Lane Rehobath

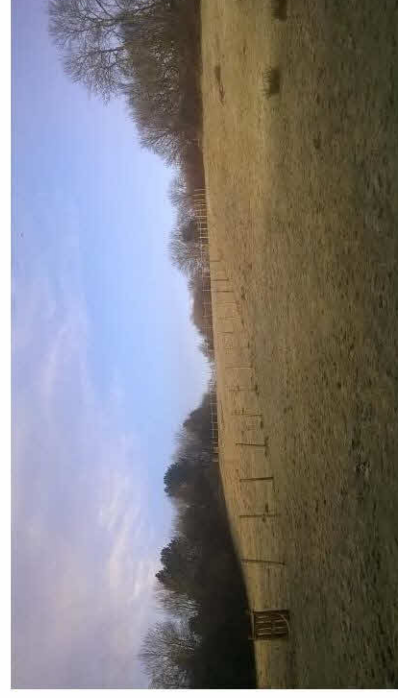
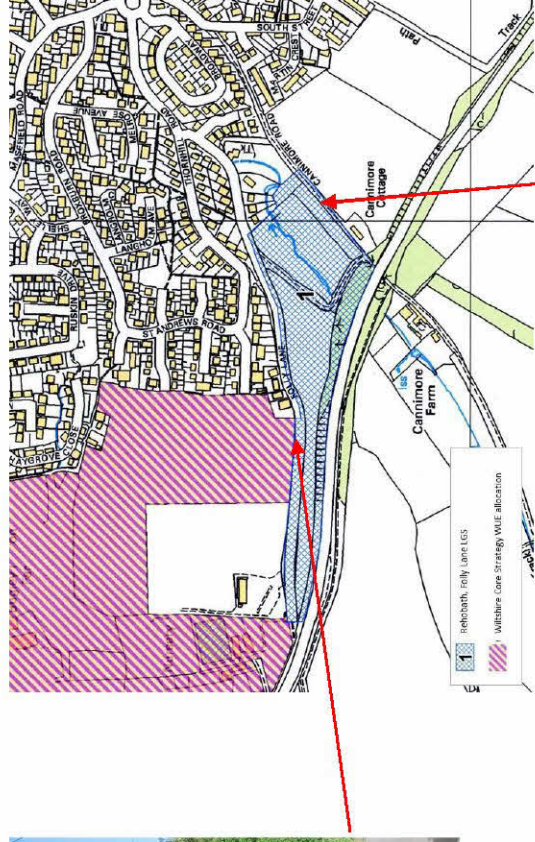
#### Proximity to the community

A.8.1 Folly Lane Rehobath lies on the west side of Warminster approximately one mile from the town centre. It is bordered by the A36, Folly Lane and the Cannimore bridleway as shown on the accompanying map. Folly Lane is a no through road running for 100 metres inside the settlement boundary and 600 metres beyond. No street lighting or pavements add to its natural integrity.

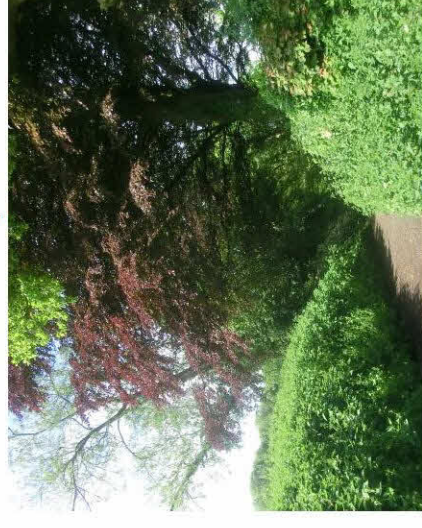
A.8.2 Lying adjacent to existing and intended residential areas, Folly Lane Rehobath is readily accessible to the Warminster community. It encompasses five public rights of way that provide access to the open countryside. It includes the only pedestrian gateway to the Pine Lawns Cemetery. Pedestrians and cyclists use the various routes on a daily basis, the latter to also access R24. The area therefore lies immediately adjacent to the community that it serves.



Folly Lane



Ancient unploughed meadow field



Cannimore bridleway



### Significance to the community

A.8.3 Rehobath, meaning ‘an open space by the water for all to enjoy and prosper’, is a gem of natural countryside that Warminster residents have enjoyed for generations. It contributes directly to their well-being by providing a tranquil and beautiful recreational area that has great appeal for a wide range of outdoor activities including horse riding, cross-country running, rambling and dog walking. Accessible for all, this special local place is also enjoyed by photographers, wildlife enthusiasts and tourists.

A.8.4 The Folly Lane Rehobath represents a precious heritage not only because of its unique location and sensitive management over the years, but also as a historical landscape dating back to 1773. Steeped in history, past uses have included milling and hop growing. It remains an area of community spirit with litter picking and maintenance of tracks and hedgerows undertaken. Such characteristics reinforce the special nature of the designated area to the local community which wishes to preserve it for existing and future generations.

### Character

A.8.5 Folly Lane Rehobath covers approximately 4 ha and consists of flood plain, woods and open fields. It includes ancient unploughed meadow land and the only open

stretch of the Cannimore River. It supports an abundance of flora and fauna, with over 40 identified species. It is quintessentially reflective of Warminster’s close links to the countryside. It therefore satisfies all the criteria required to classify the area as a Local Green Space and engagement with land owners is underway.

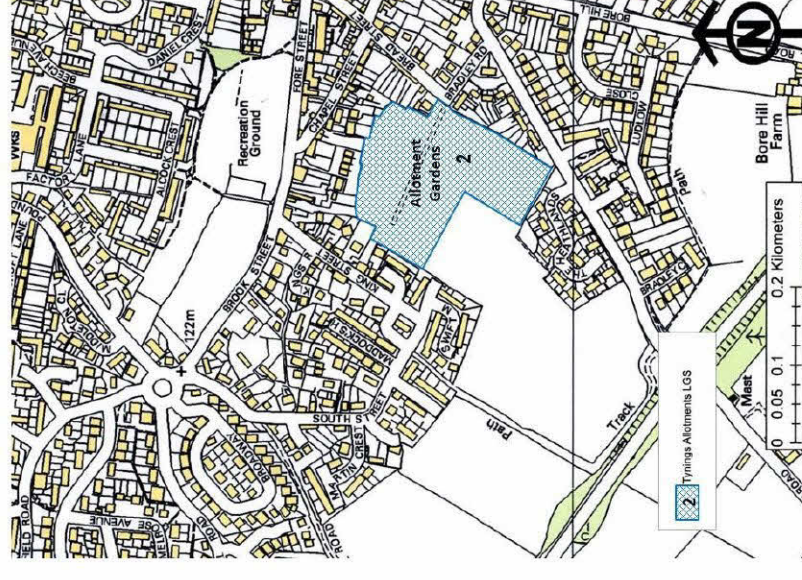
## Tynings Allotments

### Proximity to the community

A.8.6 The Warminster Allotment Gardens are situated on the west side of the town and adjacent to a town green of 12 acres which was claimed in 1999. They are accessed from Bradley Road and are surrounded on three sides by residential properties. They are known as the Tynings Allotments and were transferred into Warminster Town Council’s ownership in 2014. They were originally formed as part of Warminster Common which was subject to an Enclosure Award made in 1783.

A.8.7 Warminster Common was vested in the church wardens and overseers of the parish until 1927 when it passed to Warminster Urban District Council as the rating authority. In 1974, following local government reorganization, it passed to West Wiltshire District Council and thereafter to Wiltshire

Council in 2009 on formation of the Unitary Authority. The land has been owned since 1783 by various representatives of the people and parish of Warminster. The town believes that the land has been used as allotments for over 100 years.



*Delivering a brighter, greener future for all*

## **Report to Town Development Committee 29/04/2021**

### **Review of the Neighbourhood Plan**

#### **Recommendation**

**Members to resolve that the Council asks the Spatial Planning Review Working Group to restart work on the Review of the Warminster Neighbourhood Plan and to draw up terms of reference for the review and terms of reference for the consultants, Place Studio. The aim should be for the review to be completed within 12 months.**

#### **Purpose of the Report**

To advise members of the benefits of resuming work on the review of the Neighbourhood Plan

#### **Background**

Warminster already has a Neighbourhood Plan – the Warminster Neighbourhood Plan 2015 – 2026. This can be viewed at:

<http://www.warminster-tc.gov.uk/council/neighbourhood-plan.php>

What is a Neighbourhood Plan? In very simple terms, a neighbourhood plan is:

- A document that sets out planning policies for the neighbourhood area – planning policies are used to decide whether to approve planning applications.
- Written by the local community, the people who know and love the area, rather than the Local Planning Authority
- A powerful tool to ensure the community gets the right types of development, in the right place

While the town council leads the process, the whole point of a neighbourhood plan is that it is community led. The neighbourhood planning group will need to talk to lots of people locally – residents, businesses, community groups, schools – to find out what's important to them about where they live, what they'd like to improve and what their vision is for the local area. They will also need to gather evidence to back up the ideas that the community want to see.

#### **Options considered**

It is now approximately seven years since the Warminster Neighbourhood Plan was adopted. Since then, the Neighbourhood Plan Process has evolved as indeed has



other aspects of planning legislation. The further from adoption the Neighbourhood Plan gets, the less weight it is given in planning decisions and the more weight is given to new and or emerging planning considerations. It is therefore timely for the existing Neighbourhood Plan to be reviewed and updated.

A review can relate to specific policies or evidence changes. In summary, the three forms of review are:

- Minor amendments. Updates that would not materially affect the policies.
- Modifications that would materially affect policies. These require consultation, and examination.
- Modifications that substantially have a material affect on policies insofar as they change the nature of the plan. These require consultation, examination and referendum.

The ultimate judgement whether modifications are substantial is by the examiner.

Topics to consider reviewing or introducing to the plan, which are high on the national agenda, are:

- Health and wellbeing
- Design
- Climate change

All three of these are very relevant to Warminster and in line with the Councils' Vision and Strategic Plan 2021-2026. In addition, the review could include Green Open Space, particularly in light of concerns expressed by two of the landowners about the inclusion of the Folly Lane Rehobath as Local Green Space.

A review of Local Green Spaces is not within the scope of the Local Plan Review and so will not be looked by Wiltshire Council. This is another reason for the Neighbourhood Plan Group to consider it.

Concern has previously been expressed by members about paragraphs 14 and 49 of the National Planning Policy Framework (NPPF) when local planning authorities are not able to demonstrate a five year deliverable land supply. In these circumstances a Neighbourhood Plan carries less weight if it is more than two years old. The effect of this is to tilt the balance' in favour of granting planning permission. Namely, planning permission should be granted unless adverse impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against the policies in this NPPF taken as a whole or specific policies in this NPPF indicate development should be restricted.

However, even in the circumstances of a when local planning authorities are not able to demonstrate a five year deliverable land supply, the other policies within the Neighbourhood Plan carry full weight in planning decision making, albeit overtime things change, and other material considerations also inform decision making.

Also, it should be born in mind that the situation regarding a five-year land supply and indeed this and other legislation may vary in the future. It would be unwise not

proceed with a review of the Neighbourhood Plan solely due to current circumstances on one issue.

The further the Neighbourhood Plan review process has gone, the more weight will be given to an emerging Neighbourhood Plan, in planning decisions.

### **Financial and Resource Implications**

The Government still has Neighbourhood Plans high on their agenda. The Government has allocated over £30m between 2018 - 2022 to support the development of neighbourhood plans or neighbourhood development orders.

The Town Council may be able to access Government Funding. Information about applying for grant and technical support in the 2021-2022 programme will be coming soon.

in 2020/21 all groups undertaking a neighbourhood plan were eligible to apply for up to £10,000 in basic grant. Groups meeting the eligibility criteria were able to apply for additional grant of up to £8,000 (in addition to the basic grant). The criteria relevant to Warminster Town Council could be "Including design codes in your plan" This will take the total amount of grant available to £18,000.

All grant funding had to be spent within 12 months or by the end of the financial year, whichever was the earliest.

Further details of Government support can be found on <https://neighbourhoodplanning.org/>

The Council has already allocated £10,000 funding to work with the award winning Place Studio, a consultancy that specialises in working with communities and councils preparing Local and Neighbourhood Plans. However, after an initial meeting, progress was put on hold by Covid19. Information on the work of Place Studio can be found at <https://placestudio.com/>

A review of the Neighbourhood Plan should take between 12 months to 2 years.

The Council is now well equipped to handle virtual meetings and could begin the review process swiftly.

### **Financial and Resource Implications** **None**

### **Legal Implications and Legislative Powers** **None**

### **Environmental Implications**

By reviewing the Neighbourhood Plan the Council will have the opportunity to improve the environmental protections and policies beyond those contained in the existing plan.

**Risk Assessment**

N/A

**Crime and Disorder**

Officers are not aware of any issues the Council should consider under the Crime and Disorder Act.

**Recommendation**

**Members to resolve that the Council asks the Spatial Planning Review Working Group to restart work on the Review of the Warminster Neighbourhood Plan and to draw up terms of reference for the review and terms of reference for the consultants, Place Studio. The aim should be for the review to be completed within 12 months.**

**Email from Barclays Bank – Town Development Committee 26.04.2021**

**To:** Warminster Town Council <[admin@warminster-tc.gov.uk](mailto:admin@warminster-tc.gov.uk)>

**Subject:** Barclays Warminster Branch

Dear Miss Fox,

As Town Clerk, I would like to give you notice of a change Barclays is making locally. On Friday 25<sup>th</sup> June 2021, we intend to close our branch at 32 Market Place, Warminster.

The decision to close a branch is never an easy one, however, the way we bank today is unrecognisable from 50 years ago when almost every banking transaction took place in a branch. Now, that number is only 10 per cent, and we need to make sure that we are providing our services in ways that best reflect customers' needs today and into the future. As part of these changes, the role of the physical branch itself is evolving, from somewhere where large numbers of transactions happen behind a counter to a space where specialist financial conversations can take place comfortably.

This ongoing change in behaviour means we are seeing a sustained fall in customer transactions across our network and this is reflected at the Warminster branch where there has been a six per cent reduction in counter transactions in the two years to March 2020. In addition, we can identify that more than eight out of ten (84%) of our customers at the branch are using alternative ways in which to undertake their banking, including via the telephone, online and mobile app.

We have also identified that in total 128 regular customers use this branch exclusively for their banking and do not interact with us in other ways.

Despite this change, we are confident that access to banking remains sufficient in the local community. The closest branches are 18 Stony Street, Frome and 3 Fore Street, Trowbridge. There are ten free-to-use ATMs within one mile, the nearest at Nationwide and Lloyds a few metres away; while everyday transactions can also be completed at any Post Office, with the closest located at 8-10 Three Horseshoes Walk, Warminster.

We appreciate that not all of our customers will adopt change at the same pace, and we would like to underline our commitment to supporting our vulnerable customers through this change. We will be making personal contact with all regular branch users to discuss their options and guide them through alternative ways to bank. This could include, for those vulnerable customers who are unable to travel to a nearby branch, the option to use our free cash delivery service.

As customers are banking in different ways that suit their lives today, we are continuing to invest in our services to meet these needs. This means more training for our colleagues so they can offer the skilled financial expertise customers require and more investment in our technology and digital tools to allow Barclays customers to have access at the click of a button or in the palm of their hand.

I would like to reassure you that we do not intend to make anyone redundant as a result of this closure, and colleagues will be redeployed to support customers in other ways.

As part of this closure announcement we will follow the Access to Banking Standard. This means all of our local customers will be informed of our decision at least 12 weeks before the closure via letter. We will also make available our Reasons for Closure document.



We appreciate you may receive queries from local residents on this matter, and want to make sure you are prepared with the relevant information in this event. As part of this process we would welcome your views on how we can help smooth the transition of this branch closure for local customers.

In particular, I would be interested to hear your thoughts on the following questions:

- What do you believe will be the biggest impact of the closure of the Warminster branch on the local community?
- What do you believe will be the biggest impact of the closure of the Warminster branch on customers of the branch?
- What alternative ways to bank do you believe need to be provided to help customers and the community adapt to this change?

If you would like a call with myself Rebecca Northey Barclays Market Director, to discuss any local concerns you might have please let me know and I can make the necessary arrangements.

If you have any questions in the meantime, please do not hesitate to contact me.

Kind Regards  
Rebecca