

20th February 2023

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Town Development Committee
to be held on
Monday 27th February 2023 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr Fryer (Broadway) (Chairman)
Cllr Cooper (Broadway)	Cllr Macfarlane (West) (Vice-Chairman)
Cllr Davis (East)	Cllr Syme (Broadway)
Cllr Fraser (West)	Mr Len Turner (Advisor)

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.

If you wish to contribute during public participation, please contact admin@warminster-tc.gov.uk prior to the meeting to enable this to be facilitated. If you do not wish to attend in person, the chairman may read out your contribution. The meeting may be streamed live and recorded. If you wish to view the meeting, please see the link on the Warminster Town Council Website www.warminster-tc.gov.uk in the meetings diary.

Yours sincerely



Tom Dommett CiLCA
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 5th December 2022; 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 5th December 2022.
4. **Chairman's Announcements**
To note any announcements made by the Chair.
5. **Questions**
To receive questions from members of the committee submitted in advance.
Standing Orders will be suspended to allow for public participation.
6. **Public Participation**
To enable members of the public to address the committee 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 out statements submitted in advance.
Standing Orders will be reinstated following public participation.
7. **Reports from Unitary Authority Members**
To note reports provided which are relevant to this committee.
8. **Tynings Allotments**
The minutes from the Tynings Allotment Committee Meeting held on 23rd December 2022. **(attached)**
Members to note
9. **Local Highway and Footway Improvement Group (LHFIG)**
The minutes from the LHFIG meeting held on 18th January 2023 (attached)
Members to note.
10. **CCTV Sub Committee**
The CCTV subcommittee met on 13th December 2022, minutes attached **(see attached)**
Members to note

11. **New Highways Issues**

11.1 Foreminster Court

A resident of Foreminster Court has made a request to remove the railings that run along Fore Street, in front of Foreminster court. **(See attached)**

This issue has been put to the committee on several previous occasions.

Members to resolve what action to take.

11.2 Parking on Double Yellow Lines - High Street

A resident has reported; cars are regularly parking on the double yellow lines outside of Banana Blue's hairdressers on High Street with no regards to the 24-hour access signage. **(see attached)**

Members to resolve what action to take.

11.3 St. Georges Close

A resident has requested that a area that is unkept, uneven and dangerous be considered for additional parking in St. Georges Close. **(see attached)**

Members to resolve what action to take.

11.4 Pound Street

A resident has again contacted the council as a lorry caused around £10,000 worth of damage to both their property and that of their neighbours. Walls and fences have been damaged meaning that urgent repairs had to be carried out to make them safe for pedestrians and vehicles to pass. The property has been hit 3 times in the last 6 months.

They have asked that the council look at changing the road layout so that it is impossible for lorries to access Factory Lane from either direction. **(See attached)**

This issue has been previously addressed by the Council and is referred to in the LHFIG Minutes.

Members to resolve what action to take.

12. **Community Speed Watch**

On the 3rd January, Police officers conducted speed checks in Warminster (Copheap Lane/Rise, Hillbourne Close). 5 vehicles were stopped, and drivers spoken to in relation to speed with words of advice given with regards to driving in wet weather, increased breaking distances and lights on vehicles.

A press release appealing for speed watch volunteers was issued on 9th February 2023

Members to note

13 Parking Issues and enforcement

Cllr Syme has requested for parking and enforcement to be debated. He has received complaints from across the town about estate roads being obstructed by vehicles that are double parking, contravening parking restrictions (yellow lines), parking on pavements, and causing obstructions at road junctions and on bends. (see attached)

Members to decide what action to take.

14. Community Litter Pick

A community litter pick was held on Saturday 1st October, turnout was low. The Great British Spring Clean is Saturday 25th March 2023, a litter pick is being organised for this Saturday. Advertising has been started for residents to say where litter picks were needed.

Members to note.

15. Southwest Operational Flood Working Group

Cllrs Fraser and Syme to give any update from the Southwest Operational Flood Working Group.

Members to note.

16. Flood and Emergency Working Group

Work undertaken by the Environment Agency and Wiltshire Council at Fore Street has led to the hydro break in Fore Street working correctly. On the last two occasions when there has been heavy rainfall the field has flooded rather than the road. Investigations are ongoing to ensure a long-term solution is in place.

Officers have held discussions about how the town council may assist Wiltshire Council keep roads and pathways clear in the event of snowfall in Warminster.

Members to note.

17. Events update

The Town Council is involved in organising a number of events in 2023 (**see attached**)

Members to note

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.

Date of next meeting: Monday 24th April 2023

TYNINGS ALLOTMENTS

Bradley Road
Warminster
Wiltshire
BA12 8BN

Committee Meeting

Date: 23rd November 2022

Time: 19:00

MINUTES OF THE MEETING

Present:

Chairman: Michael (Mike) Forward

Treasurer: John Howlett

Secretary: Samantha Meechan

Existing Committee Members: Jim Ellison and Roland

Candidates for the Committee: Jacqui Abbott, Lynn Curnick and Charlotte Kingman

Council Representative: Stuart Legg

Item 1: Chairman to open the meeting - Chairman opened the meeting just after 7pm and thanked everyone for attending.

Item 2: Voting for Co-Opted Members - Voting took place for co-opted members.

Lynn Curnick was voted for by Jim and John

Charlotte Kingman was voted for by John and Roland

Jacqui Abbott was voted for by John and Jim

Item 3: No minutes of the last meeting and item 4: No matters arising - No Items

Item 5: Borehole Pump Service – Service carried out; invoice £604.80 (inc VAT) payment agreed. New ballast controller and fitting quoted for £396.0+VAT agreed purchase. Informed service schedule should be biannual. Informed starter motor for UV light and possibly control panel needs replacing anticipated cost £1000.

ACTION: John to get quote and clarify provision of guarantee for work carried out.

ACTION: Jim to arrange for securing pump cover to ground and water leak

Item 6: Grant Application for Outside Seating – Reason given for application that existing outside seating either missing or no longer fit for purpose and needed for functions over summer. Jacqui is proposing purchase of type used by Town Council for durability. Issue of stickability and securing was raised, solution depends on final seating type.

Jacqui stated the Allotment Association would need to provide 50% match-funding unless cost was below £500. Grant application needed to be in before Christmas 2022 as funding board sits in February 2023

ACTIONS: Jacqui to complete process, assistance accepted from Stuart Legg

Item 7: Return of Plots & Waiting List - Jim received notice two plots would be returned in the New Year.

Chairman stated waiting list would not be closed, future option is to manage through the website.

Committee agreed names of those waiting for plots would remain on the list unless they opted-out, then a number would be used, to comply with GDPR. The example of St Mary's Allotment in Norfolk GDPR policy statement 2018 was used to support decision.

Committee agreed list would return to display board. **ACTION: Mike Forward**

Jim agreed his contact details could be advertised on noticeboard. **ACTION: Mike Forward**

Item 8: Plot Rents – As of 31st October 2022 three (3) plot rents remained unpaid. Committee agreed rents not paid within the 40 days from 29/9/2022 need chasing and risk losing plots in accordance with Allotment contract.

Plot 39 renter details need confirming **ACTION: Jim Ellison.**

Plot 143 issue of payment **ACTION: Jim Ellison.**

Committee agreed management of plots required dedicated role and Jim Ellison agreed to return to post with assistance from one other. Jim Ellison voted for by Roland and Jacqui. Lynn Curnick volunteered for Assistant role, voted for by Roland and John.

Item 9: Insurance – Allotment Association insurance due to for renewal 31st Dec. **ACTION: Sam to identify renewal options, arrange payment with John.**

Issue of individual plot holder Liability Insurance provided by National Allotment Association (NatSoc), Sam had confirmation the 'Committee' pre-AGM had opted-out of insurance option provided by NatSoc and therefore, unless plot holders had arranged private insurance they were not covered for third-party liability. Committee agreed to opt-back in to NatSoc insurance. **ACTION: Sam to arrange for current plot holders.**

Item 10: Treasurer – Cleaning materials invoice pending, payment for services to date completed. Chimney sweep coming on 30th Nov, paid for. Kings Seed order paid by John to avoid delay.

John stated next years invoices would be generated electronically via Excel.

John has arranged for monthly paper statements from bank.

Allotment Association Net Cash position £18692.68

ACTION: John to help identify available cash for outside seating grant match-funding.

Item 11: Hall Bookings – Committee disagreed with booking on 31st Dec was not fair on committee members due to lateness of function on New Year's Eve.

Jacqui had received request for Toddlers party on 30th Dec, committee agreed this could proceed if agreement was reached.

Committee agreed pricing for Pavilion hiring would need to increase in the New Year (2023), start date to be discussed. Committee agreed £10/hr for Community Groups/functions and £50 refundable deposit for all bookings. Pricing for ongoing hiring still to discussed.

ACTIONS: Sam and Jacqui to draft booking contract to indemnify Allotment Association.

Item 12: Funeral – Chris Taylor's family have requested use of Pavilion for wake on 6th Dec. Committee agreed to use FOC.

Item 13: Plot Structure Request – request for erection of polytunnel on plot approved.

Item 14: Fund Raising – 3/12/2022 Horatio Gardens Charity Event

4/12/2022 and 11/12/2022 Bacon Butty Morning.

17/12/2022 Sherry and mince pie event, prize donations required.

18/03/2023 Jumble Sale at Pavilion.

13/05/2023 Plant Sale at Pavilion.

ACTIONS: Sam to confirm if Horatio Gardens event still going ahead.

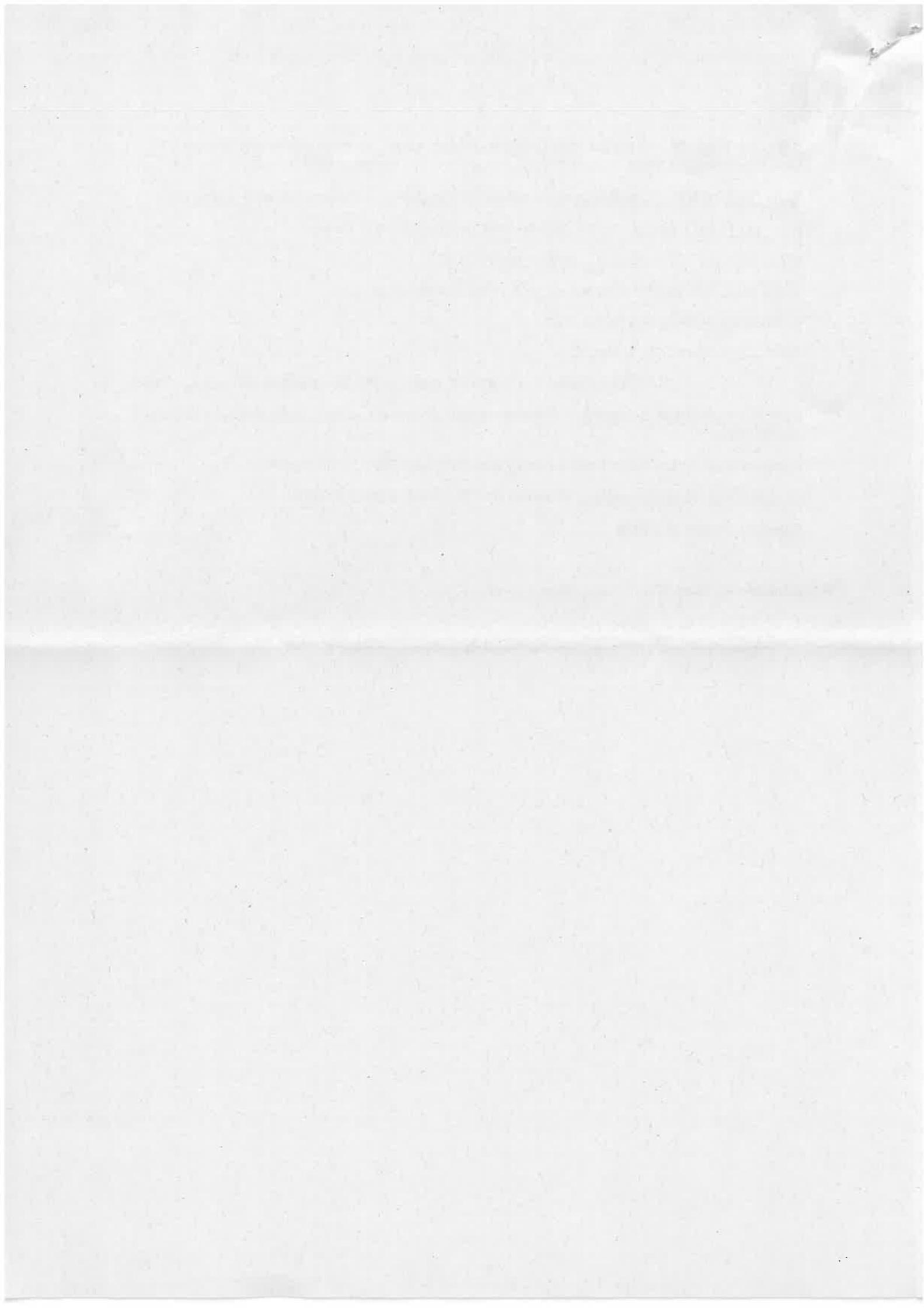
Item 15: Any Other Business – Committee agreed to reduce hot beverage cost from 50p a cup to 30p.

Hedge cutting arranged for over January and February 2023 by Mr Tippet.

Date & Time of next meeting: Wednesday 18th January 2023 at 7pm.

Meeting closed at 21:00

Minutes Verified (Chairmans Signature):



18th January 2023 Meeting (Microsoft Teams) – Minutes

	Item	Update from previous meeting	Actions & Recommendations	Who
1.	Attendees, Apologies & Introductions			
	<p>Present</p> <p>Apologies</p>	<p>Sarah Dearden (WC) Bill Parks (WCC) Tony Jackson (WC/WTC) Phil Holihead (ChapPC) Vanessa Sturmeay (HIKPC) Andrew Davis (WC) Kate Plastow (LDPC) Dave Ball (CorPC) Sarah Jefferies (MBHCPC) Anthony Potter (BishPC) Paul Millard (WCROW) Len Turner (WTC) Simon Wager (MBPC) Jamie Fagon (UDPC) Tom Dommett (WTC) Mark Button (HKIPC) Nigel Linge (ROWVOL)</p> <p>Heather Parks (SVPC) Denise Nott (WC)</p>		
2.	Notes of the last meeting (5th October 2022)			
		<p>The minutes of the previous meeting held on the 8th October 2022 were accepted and agreed.</p>	<p>Noted and agreed.</p>	

	Item	Update from previous meeting	Actions & Recommendations	Who
3.	Finance			
		<p><u>Financial position at January 2023</u></p> <p>(a) 2022-23 allocation = £30,452.00 (b) 2021-22 underspend = £30,408.52 (c) 2022 -23 3rd party Contributions £13,285.67 (d) Total Budget for 2022-23 = £74,146.19 (a+b+c) (e) Scheme commitments 2022/23 = £56,297.89 (f) Current Balance = £17,848.30 (d-e)</p> <p>Refer to attached finance sheet.</p>	Noted and agreed.	
4.	Priority Scheme List			
4.1	<p>17-20-7 (03/02/20) High Street, Maiden Bradley.</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>Agreed – Allocate £7000, PC 25% of cost. 20mph speed limit assessment finalised. Two of the three routes assessed do not meet the criteria, however High Street is borderline and therefore an additional traffic survey is currently being conducted to determine if High Street meets the criteria.</p> <p>Update: Maiden Bradley PC commented on the positive effects of the village gate installation so far and expressed the local community look</p>	<p><u>Discussion</u></p> <p>Village Gates and nameplate complete. 20mph ordered.</p> <p><u>Action</u></p> <p>Invoices to be issued to PC</p>	SD

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	Item	Update from previous meeting	Actions & Recommendations	Who
		forward to the installation of the 20mph speed limit in due course.		
4.2	17-21-3 (08/02/21) Park Lane, Heytesbury	<p>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.</p> <p>Heytesbury Parish Council have confirmed support and funding contribution for these improvements.</p> <p>Cost estimate £1,000 (CATG £750, PC £250) Group agreed top priority and implement.</p> <p>Update: Works anticipated to be completed on site imminently.</p>	<p><u>Discussion</u></p> <p>Can be removed once invoice issued.</p> <p><u>Action</u></p> <p>Invoice to be issued.</p>	SD
4.3	17-21-4 (12/02/21) Heytesbury village	<p>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.</p> <p>Heytesbury Parish Council have confirmed support and funding contribution for these improvements.</p>	All complete can be removed.	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>Cost estimate £4,500 (CATG £3,375, PC £1,125) Group agreed top priority and implement.</p> <p>Update: All works complete on site. Invoice sent out – Cost increase due to multiple site visits and inflation rise in construction works/materials. HPC request payment only of original contribution agreed £1,125 and LHFIG to fund additional costs (approx. £455.20).</p>		
4.4	17-19-2 (23/09/19) A36 / B390 Knook & Heytesbury	<p>24/2/21 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 WC partly HE responsibility. Denise agreed to chase HE at appropriate time to maintain area sufficiently.</p> <p>Attended site meeting with Cllr Parks and have agreed some minor road marking improvements at the junction. Please see attached proposal plan with a cost of approx. £800 (CATG £600, PC £200) Group agreed to make top priority and implement.</p> <p>Update: Lining works order has been placed with contractor. Currently setting out sites for imminent completion.</p>	<p>Discussion</p> <p>Drawing to be double checked, extension of double white line and tuck in arrow. Implementation weather dependant.</p> <p>Action</p> <p>Drawing to be checked, invoice for PC</p>	SD
4.5	17-21-10 (21/6/21) Corsley, Sturford Lane junction with A362	<p>This is a dangerous junction for traffic emerging onto A362. Traffic from the west is generally travelling at 50mph (at least) along a straight highway - heavy lorries using this as a runway to build up speed to get up the hill leading to Picket Post roundabout. Traffic from the east is travelling at speeds up to 50mph along the A362, through a triple bend with three junctions - Longhedge x 2 and Sturford Lane. From the</p>	<p>Discussion</p> <p>Bracket complete. Yellow lines gone down instead of white. PC (DB) happy to keep the yellow.</p> <p>Action</p> <p>Invoice PC</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>Sturford Lane junction it is impossible to see oncoming vehicles hidden by two of the triple bends until the last moment, the problem is exacerbated by a bus shelter. Request for warning signs and road markings to highlight the junction and raise awareness for drivers to reduce their speed.</p> <p>Second site meeting undertaken in Dec 2021. Agreed proposal. Please see plan at end of agenda. Revised estimate £1,200 (CATG 75% = £900, PC 25% = £300).</p> <p>CATG allocated £900 funding. Corsley PC confirmed contribution.</p> <p>Update: Lining works order has been placed with contractor. Currently setting out sites for imminent completion. Signing bracket on order awaiting delivery.</p>		
4.6	17-21-15 (7/9/21) Crockerton, A350 – dropped kerbs	<p>On the A350, directly opposite Five Ash Lane, the footpath has no dropped kerb on one side, where it passes over the private road, making it impossible for wheelchair and mobility scooter users to travel between Longbridge Deverill and Warminster. It is also difficult for those pushing pushchairs and prams. Request for dropped kerbs to be installed. Group agree to move to priority 2 until space becomes available on priority 1 list. LDPC have provisionally set aside £300 contribution pending formal estimate when this issue reaches priority 1 list. Group agreed to move to priority 1 and allocate ballpark estimate of £1,000.</p> <p>Update: Order placed with contractor with anticipated completion December 2022.</p>	<p><u>Discussion</u></p> <p>All works complete.</p> <p><u>Action</u></p> <p>PC to be invoiced</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
4.7	17-21-17 (6/10/21) Horningsham, Heavens Gate car park	<p>Regular visitors to the Longleat Estate often park at the free car park across the road from the access path to Heaven's Gate. This is a dangerous crossing for pedestrians with traffic often approaching at dangerous speeds, seemingly unaware of the potential hazard of cars slowing to turn into the car park and numerous pedestrians.</p> <p>The Parish Council has been approached with asking if there is any possibility of applying for some safety measures, such as road markings and warning signs.</p> <p>Group agreed to move to priority 1 and allocate £1,000. PC to confirm contribution.</p> <p>Horningsham PC have confirmed Longleat Estate have provided permission for the signs to be erected in the verge. Horningsham PC have confirmed contribution now.</p> <p>Update: Lining works order has been placed with contractor. Currently setting out sites for imminent completion. Signing on order awaiting delivery.</p>	<p><u>Discussion</u></p> <p>Signs and line on order, signs imminent, Lining weather dependant.</p> <p><u>Action</u></p> <p>Chase contractor and invoice PC</p>	SD
4.8	17-21-14 (16/8/21) Upton Scudamore, A350 – Bus shelters	<p>The two bus shelters on the A350 at Upton Scudamore towards Warminster and Westbury, have no sides and passengers waiting are open to all the elements on a fast and busy road. It has become more apparent as School children now have to get the bus as opposed to a taxi pick them up.</p> <p>KD explained costs in region of £6,000-£7,000 and maintenance liability of replacing bus shelters.</p>	<p><u>Discussion</u></p> <p>Order placed. Costs confirmed as £8,464 LHFIG (75%) = £6,348 USPC (25%) = £2,116</p> <p><u>Action</u></p> <p>Invoice PC</p>	SD

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	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>USPC have reviewed installation/maintenance costs and confirmed they wish to initially proceed with one shelter on the Warminster bound side of A350.</p> <p>Group agreed to move to priority 1 and allocate £5,250 with 25% contribution from USPC £1,750 confirmed.</p> <p>Update: Progress this scheme with the bus shelter company. Ensure the specification requested by USPC is viable and order the works in due course.</p>		
5.	Pending Schemes			
5.1	<p>6661 Codford High Street. Signs to Lyons Seafood</p>	<p>18/06/20 Sign proposals to be submitted to HE for approval and agreement. 12/11/20 Awaiting response from HE. MR to resubmit proposal. 24/02/21 KD chased contact at HE for a response via email 10/2/21, awaiting response. 29/6/21 KD chased contact at HE for a response via email, awaiting response.</p> <p>Codford PC have responded to confirm this is still an issue therefore KD has chased HE again for a response on 12/10/21. HE response received and sent to PC for review. PC have confirmed they wish to proceed with the HE 3rd party works team process for this signing request. KD has asked HE to outline process and next steps.</p> <p>Update: As a result of correspondence from National Highways, site visit to investigate addition of advance direction signs to be</p>	<p><u>Discussion</u></p> <p>With National Highways. Possible site is closing down</p> <p><u>Action</u></p> <p>Find out if site is closing down, let SD know.</p>	CodPC

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	Item	Update from previous meeting	Actions & Recommendations	Who
		undertaken. New proposal to be submitted to National Highways for consideration and costings.		
5.2	17-21-2 (22/01/21) Junction off High Street to Cherry Orchard, Codford	<p>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.</p> <p>Request for direction signs on verge at the junction to direct traffic into village hall car park.</p> <p>21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue.</p> <p>KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.</p> <p>Site meeting took place 16/3/22 with Cllr Parks and Codford PC. Walked the length of Cherry Orchard and discussed options. Potential proposal to install a directional parking sign at the High Street junction with Broadleaze leading to the village hall car park to encourage more use. Ball park estimate in the region of £500. Contribution confirmed.</p> <p>Update: sign on order, awaiting delivery.</p>	<p><u>Discussion</u></p> <p>Sign on order</p> <p><u>Action</u></p> <p>Invoice PC</p>	SD
5.3	17-21-16 (26/9/21) Sutton Veny - SIDs	The Parish Council are looking into purchasing a Speed Indicator Device that would be able to be moved across four different locations in the village. At this stage we are just trying to ascertain the cost of erecting four suitable poles on the verge at the side of the highway, close to	<p><u>Discussion</u></p> <p>New SID policy out to consultation. Metrocounts now up and running again but backlog.</p>	

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>the entrances of the village within the 30mph speed limit.</p> <p>Sutton Veny PC have met with Denise and Martin Rose and got quotes for SIDs. PC meeting early February to agree budget and confirm supplier. Nicki Spreadbury Clew confirmed they applied for SID and installation works all through Area Board grant, effective and speedy process.</p> <p>Update: New survey locations agreed with SVPC and requested with Traffic Survey Team. No surveys are undertaken during school summer holidays. KD chased Traffic Survey Team for timescale 20/09/22. There is currently a delay with all Traffic Surveys due to contractual issues as explained in the email sent to Town and Parish Councils on 20/09/22.-Continue to chase surveys-SID procedure any updates?</p>	<p>Action</p> <p>Chase surveys</p>	SD
5.4	17-21-18 (6/10/21) Horningsham village hall/Water Lane – virtual footway	<p>It has been brought to the attention of the Parish Council that pedestrians walking out of the village hall are now in danger due to the increased volume and speed of the traffic. It is requested that a white line be put in as a virtual footpath outside the hall as there is enough width within that road area to implement it.</p> <p>Site meeting with Cllr Parks on 23.6.22 Virtual footway not viable at this location as it does not link to any existing infrastructure. Edge line road markings agreed on site, proposal plan attached. Estimate in the region of £1,000 (LHFIG = £750, 25% contribution = £250). Agreed by all.</p>	<p>Discussion</p> <p>Lining -weather dependant</p> <p>Action</p> <p>Invoice PC</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		Update: Lining works order has been placed with contractor. Currently setting out sites for imminent completion.		
5.5	17-22-1 (14/01/22) Corsley A362 Village gates	<p>The A362 which passes through the centre of the village is a very busy 'A' road with a high density of vehicles including very heavy HGV's. There are two stretches of the A362 which have 40mph limits. An analysis of DFT data shows that within those two areas there are 4 'hot spots' for RTA's. These are at or near The White Hart, The Royal Oak, Deep Lane and the intersection of the 40mph and 50mph limits near Sturford House.</p> <p>Site meeting held June 2022. Please see attached proposal plan for discussion. Cost estimate to supply & install three standard village gates with associated signing work is in the region of £4,600 (LHFIG = £3,450, 25% contribution = £1,150). Agreed by all.</p> <p>Update: Works order placed with contractor. Anticipated completion by end of financial year.</p>	<p>Discussion</p> <p>Works ordered. Not part of LHFIG works but Councillors to discuss SID policy consultations away from LHFIG.</p> <p>Action</p> <p>Mark works out on site, invoice PC</p>	<p>Various</p> <p>SD</p>
5.6	17-22-2 (14/01/22) Corsley A362 SID posts	<p>The A362 which passes through the centre of the village is a very busy 'A' road with a high density of vehicles including many 6 and 7 axle HGV's. There is currently an 18t limit westbound but no weight limit eastbound. There are two stretches of the A362 which have 40mph limits.</p> <p>Site meeting held June 2022. Please see attached proposal plan for discussion. Cost estimate to supply & install two SID sockets is in the region of £1,000 (LHFIG = £750, 25% contribution = £250). Agreed by all.</p> <p>Update: There is currently a delay with all Traffic Surveys due to contractual issues as</p>	<p>Discussion</p> <p>Metrocounts ordered.</p> <p>Action</p> <p>Wait for results</p>	

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	Item	Update from previous meeting	Actions & Recommendations	Who
		explained in the email sent to Town and Parish Councils on 20/09/22. BP/CPC to Lobby MP support to raise these concerns at a national level.		
5.7	17-22-3 (19/01/22) Corsley A362 horse warning signs	<p>Horse riders using Bridleways Cory 2 and Cory 41 must negotiate crossing the A362. The crossing is on the straight section of road between Corsley Heath and Long Hedge which is national speed limit. It is a popular overtaking spot where traffic is at its fastest. To exit Cory 41 riders, have a limited view and need to advance to the road edge to see approaching traffic. The hedges, especially spring to autumn block the riders view of the road and drivers cannot see the Bridleway. Because of this many local riders are too scared to use the Bridleways for fear of the very real risk of an accident at the road crossing.</p> <p>Site meeting held June 2022. Please see attached proposal plan for discussion. Cost estimate to supply & install two warning signs is in the region of £1,200 (LHFIG = £900, 25% contribution = £300). Agreed by all.</p> <p>Update: Works order placed with contractor. Anticipated completion by end of financial year.</p>	<p>Discussion</p> <p>Works ordered</p> <p>Action</p> <p>Mark out on site. Invoice Parish Council.</p>	SD
5.8	17-22-4 (13/2/22) Bishopstrow SID deployment	<p>Bishopstrow Village is situated on the main route between the Wylve Valley Villages, Sutton Veny, Corton etc, and Warminster. In particular it is the main route between the town and the villages for access to the popular primary and secondary schools in the area and to the Sutton Veny Trading Estate. The village has had an active Speed Watch group for several years, despite their efforts there</p>	<p>Discussion</p> <p>Works ordered</p> <p>Action</p> <p>Invoice Parish Council.</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>remains a high incidence of speeding through the village.</p> <p>The Parish Meeting wish to purchase a Speed Indicator Device that would be moved between up to 3 sites on the Sutton Veny Road through the village. This request is for approval of the sites and for funding for the installation of the poles to mount the device.</p> <p>SID deployment can only take place in locations where traffic surveys have highlighted it meets the criteria for intervention. Location 1 and 3 do not meet the criteria for SID deployment following the results of the recent traffic surveys. Where sites meet the criteria a ballpark estimate for each SID socket is in the region of £500 each.</p> <p>Update: BPC contacted KD to confirm that one requested location (site 3) in the northerly direction is eligible and so would like to request approval and funding to implement one site. Cost estimate for one site is approx. £500 (LHFIG £375, BPC £125). Bishopstrow PC commented on north bound site meeting current SID criteria. Request group to consider funding for infrastructure to install SID at this one location.</p> <p>Also commented that PC have written to chief constable regarding CSW and await a response.</p> <p>Cllr Parks and Cllr Davis both support this proposal. Group are supportive and agreed funding to proceed. Bishopstrow PC confirmed contribution.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Who
5.9	17-22-5 (08/06/22) Upper Deverills Signing Improvements	<p>The Parish has recently published a Parish Plan. This has highlighted that traffic, including road safety on the B3095 and the reduction of HGV traffic is the greatest concern for residents.</p> <p>Residents have a range of traffic related concerns. These include the sheer volume of traffic, speeding on the B3095 through villages and between villages, speeding on other unclassified roads, safety for all road users, safety on narrow bends, damage to verges and HGV related problems.</p> <p>The Parish Council recognises that the problems are widespread but is not clear on the most appropriate set of measures to tackle this.</p> <p>The Parish Council would like to meet Wiltshire Council Officers on site and to visit the B3095 and other unclassified roads and discuss the options that might be available to help the villages address the traffic problems.</p> <p>Update: Site visit undertaken during August 2022. Draft signing and road marking proposal subsequently submitted to UDPC for review. I have had confirmation from Jamie Fagan that these will be reviewed at the October PC meeting and report back at the next meeting in Jan 23.</p>	<p>Discussion</p> <p>PC to decide what they want to implement.</p> <p>Action</p> <p>PC to let SD know final requirements for design and costs.</p>	UDPC (JF)
5.10	17-22-6 Warminster, Chapel Street & Bread Street HGV traffic	<p>Residents face issues in both Chapel Street and Bread Street. They detailed examples the corner buildings on entry and exit from the two roads being visibly damaged as the vehicles turn into them, given the tight turns.</p> <p>Details were given of these heavy goods vehicles being mere millimetres from the cottages' frontage on one side of the road and parked cars on the opposite side. It was felt that this was</p>	<p>Discussion</p> <p>Sign designs to be completed for next LHFIFG meeting</p> <p>Action</p> <p>Produce design and costs for next meeting</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>highly dangerous as this meant that residents could not exit their homes and windows that open outwards had to be kept closed in order that they were not broken off by the large vehicles. One heavy goods vehicle had become stuck in the street which meant that residents had to be contacted and climb in through the boot of their cars, climb over the seats to then reverse their cars out to enable the lorry to have enough room to manoeuvre out of the street.</p> <p>Residents request improved signage to restrict heavy goods vehicles from both roads. They asked for Improved signage indicating narrow roads and not suitable for HGV'S: Chapel Street, Bread Street and part of Bradley Road.</p> <p>Update: Site visit undertaken during September 2022. Draft signing proposal attached to agenda for discussion. Cost estimate £800 (LHFIG £600, WTC £200). Suggest Bradley Road overhanging trees be cut back via maintenance team through MyWilts App.</p> <p>Group agreed to support this proposal and allocated funding to implement. Warminster TC confirmed contribution.</p>		
5.11	17-22-7 Warminster Deverill Road waiting restrictions	<p>The junction of Deverill Rd and Marsh Street. This is a very busy junction with cars, buses, tankers, vans and refuse collection lorries using it daily. Often, residents and customers at the Bell and Crown public house park very close to the junction- well within 10 metres - and it makes it difficult to manoeuvre at the junction.</p> <p>It is suggested double yellow lines are needed in that area, close to the junction, and on the</p>	<p><u>Discussion</u></p> <p>On TRO 2022/23 list</p> <p><u>Action</u></p> <p>Finalise TRO list. Investigate white barking policy (currently being re-written)</p>	<p>SD/TD</p> <p>SD</p>

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>brow of the slight rise just past the garages on Marsh St, and on the hedge-lined part of the road so as to avoid people parking where access to the junction is restricted.</p> <p>Update: Site visit undertaken during September 2022. Group to decide if they wish to fund a waiting restrictions review across the Warminster LHFIFG area and whether to include this location into the batch for advertising in due course. Cost estimate for WR Review in the region of £7,000. Group discussion regarding pros and cons of allocating a sum of funding from the budget to carry out a batch of waiting restriction amendments across the Warminster LHFIFG area. Group agreed funding for WR review. Also see spreadsheet of historic requests attached to end of the minutes for information, which will be included.</p> <p>Cut off date for WR requests is today's meeting. WTC to submit remaining requests imminently.</p> <p>Cllr Parks commented that the group needs to make contributions towards the WR review as fair as possible.</p> <p>KD explained there is a legal process to undertake which is costly and lengthy. Regardless of the review being started this financial year the restrictions if approved are likely to be implemented during 2023/24</p>		
5.12	<p>17-20-16 (original request No.) Warminster Factory Lane HGV movements</p>	<p>Factory Lane/West Street, Warminster – HGV traffic causing damage to property originally raised at CATG via reference 17-20-16 in 2020, more recent concerns raised again by resident for this issue to be investigated again. –</p>	<p><u>Discussion</u></p> <p>Works ordered.</p>	SD

	Item	Update from previous meeting	Actions & Recommendations	Who
		<p>Warminster TC do not support re opening issue Cllr Fraser commented without wall this would still be an issue. Wall erected by resident on highway land. Cllr Jackson agreed with Cllr Fraser and commented with store reopening more traffic and parking evident. Group agreed to reopen project to investigate signing. WR request to be submitted by WTC and looked at as per 7.1 above at next meeting. Cllr Fraser and Cllr Jackson to meet with me to discuss with issues 6.2, 6.3 raised above.</p> <p>Site visit undertaken during September 2022. Draft signing and road marking proposal attached to agenda for discussion. Cost estimate £1,000 (LHFIG £750, WTC £250). NB: Any extension to waiting restrictions on West Parade would be advertised within WR review batch as mentioned in 5.13 above.</p> <p>Update: KD explained recent correspondence with property owner and damage reported. DN confirmed the illegal wall has been in situ for many years and without it the property would be likely to gain further damage. Cllr Parks, Cllr Davis and WTC supports revised proposal.</p> <p>Group support proposal and allocated funding to proceed.</p> <p>Extension to WR on West Parade to be included in WR batch as stated in 5.13 above.</p>		
5.13	17-22-8 Upton Scudamore – A350 Bus Shelter	<p>As per 17-21-4</p> <p>Shelter order with 17-21-4</p>	<p><u>Discussion</u></p> <p>Shelters ordered 12-14 week lead in time.</p>	

	Item	Update from previous meeting	Actions & Recommendations	Who
5.14	17-22-9 A350 Longbridge Deverill - pedestrian safety	<p>Pedestrians are finding it increasingly challenging to cross the A350 safely at the busy junction of the George Inn/Petrol station/Sand St junction. The volume of traffic measured by SID from 19/7 to 26/7 heading south averages 8437 per day and from 26/7 to 8/8 heading north averages 8166 per day. As this is a major trunk road there is a high volume of HGVs. This section of the A350 has a speed limit of 40mph.</p> <p>Request for site visit with Highways representative and Wiltshire Councillor to discuss possible solutions. Arrange site visit with WC engineer to discuss proposals.</p>	<p><u>Discussion</u></p> <p>Plans issued to PC, LHFIG agreed to contribute £1500 towards signing and lining scheme. LHFIG £1500 LDPC £ 488</p> <p><u>Action</u></p> <p>Designs to be confirmed and let SD know.</p>	LDPC
5.15	17-22-10 Longbridge Deverill - street name plate	<p>Street name plate missing for Jersey Hill. It was knocked down many years ago by a grass cutting tractor. Delivery drivers and visitors unable to locate the road.</p> <p>Request for new street name plate to be installed. Group support and allocated funding. LDPC contribution confirmed.</p>	<p><u>Discussion</u></p> <p>LHFIG agree contribution of £300</p> <p><u>Action</u></p> <p>Send plan to PC</p>	SD
6	New Requests submitted since last meeting			
6.1	17-22-11 A3098 Chapmanslade Primary School	<p>CPC in talks with Martin Rose regarding the possibility of creating a lower risk space in village centre near the primary school. MR advised 2 possible solutions on the A road:</p> <p>A) Small abutment of the footway into the road to calm traffic. B) Area of the High St adjacent to the school for a 20mph speed limit during school times.</p> <p>MR states a topographical survey will be required,</p>	<p><u>Discussion</u></p> <p>Scheme would require Topographical Survey at an estimated cost of £2000. LHFIG agree contribution of £1500 (75%) ChapPC agree £500 (£25%) 20mph at school times refer to TAOSJ</p> <p><u>Action</u></p> <p>Plan to be sent to SD for location of proposed scheme to get topo quote.</p>	<p>ChapPC</p> <p>ChapPC (PH)</p>

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	Item	Update from previous meeting	Actions & Recommendations	Who
		CPC could provide funding upto 50% depending on total cost of survey.		
6.2	17-22-12 Warminster Victoria Rd/Grovelands Way Junction-Waiting restrictions	Residents on North side of Victoria Rd parking for long periods opposite the junction, in conjunction with other vehicles parking for short periods of time opposite the Co-op, as well as illegal parking by the Co-op this all obstructs the turning lane and makes entry/egress into Grovelands as well as properties on South side dangerous. Also obstructing visibility of the pedestrian crossing where vehicles park on approach on coloured surfacing. Suggests possible movements of waiting restrictions from North Side to South Side.	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.3	17-22-13 Warminster Upper Marsh Road/Weymouth St-Waiting Restrictions	Parking issues in and around Upper Marsh Road/Weymouth Street.	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.4	17-22-14 Warminster King St/Brook St-Waiting restrictions	Parking issues at junction of King St/Brook St/Fore Street	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.5	17-22-15 Warminster Portway Lane/Holly Bush Road-Waiting restrictions	Parking issues at junction of Portway Lane/Holly Bush Road	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.6	17-22-16 Warminster Sambourne Rd	Parking restrictions and lining review particularly near the school	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.7	17-22-17 Warminster Sambourne School	Headteacher request safety barrier and hatch markings at entrance of school.	Refer to TAOSJ or/and see above	WTC
6.8	17-22-18 Warminster Boreham Rd-Disabled bays	Request for disabled bays x2 by St Johns Churchyard.	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD

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	Item	Update from previous meeting	Actions & Recommendations	Who
6.9	17-22-19 Warminster The Maltings/Pound Street Waiting restrictions	Requested to amend waiting restrictions in Pound Street with additional new ones.	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.10	17-22-20 Warminster Victoria Road-Waiting restrictions	Dangerous and illegal parking around junction of Victoria Road	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.11	17-22-22 Warminster Ash Walk Lane-HGV Issues	HGV issues going down Ash Walk and getting stuck trying to get to Manor Gardens from B3414 Church Street.	Discussion Site to be looked at when officer time allows. LHFIFG agree contribution of £600	SD
6.12	17-22-23 Boyton/Sherrington- HGV Issues	Large vehicles knocking bollards wall and verge. Wants HGVs banned (cannot do as no other access for them) Suggest Road markings/signing looked at.	Discussion Site to be looked at when officer time allows	SD
6.13	17-22-24 Bishopstrow Main Street-Parking issues	Residents parking on both sides of road leaving narrow gaps for people to squeeze through, drivers sometimes mounting pavements.	Discussion Site to be looked at when officer time allows	SD
6.14	17-22-25 Codford Salisbury Road- Speeding issues	Apparent speeding vehicles along Salisbury Road, especially between 4-10pm.	Discussion Site to be looked at when officer time allows	SD
6.15	17-22-26 Codford Salisbury Road-Street Lighting	No lighting on footway near residents' home, street light request.	Discussion Site to be looked at when officer time allows	SD
6.16	17-22-27 Warminster Alcock Crest no.11-16- Parking restrictions	Requesting parking restrictions	TRO consideration Engineer to discuss with TC location, engineer to investigate, design and cost.	SD/TD
6.17	17-22-28 Warminster B3414 Sydenhams R/A	Speeding issues towards roundabout, complaints that camber of road is significant. Suggests 20mph and look at Camber.	Discussion New R/A being constructed in future which will help. Possible maintenance of red surface needs looking at by area office.	WCArea/DB

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	Item	Update from previous meeting	Actions & Recommendations	Who
6.18	17-22-29 Warminster Bradley Road-speeding issues	Request for a 30mph speed limit	<p><u>Discussion</u></p> <p>Metrocounts required/ordered.</p>	WTC/TD
6.19	17-23-1 Corsley A362 to A36 Picket Post R/A-HGV Signing	More HGV signing required due to non-compliance of 18T weight Limit.	<p><u>Discussion</u></p> <p>To be look at when officer time allows. Incorrect 17T sign needs replacing and relocated potentially. LHFFIG agree contribution of £1000.</p>	SD
6.20	17-23-2 Horningsham Street nameplates	No street nameplates in West Common, Anchor Barton, Hitcombe Bottom, Gentle Street, Rowe's Hill, White Street. Request for new signs.	<p><u>Discussion</u></p> <p>PC confirm approval has been sought. LHFFIG agree contribution of £1500 (75%) and HPC £500 (25%)</p> <p><u>Action</u></p> <p>PC to let SD know location of signs. SD to look at when officer time allows</p>	HPC
6.21	17-23-3 Corsley RoW	Provide posts and postcrete for new RoW works £1884.80 contribution required (71% of costs found from other sources). (Paul Millard-RoW,to order if approved)	<p><u>Discussion</u></p> <p>Group agreed to support the ROW request for posts and postcrete for specified works. LHFFIG agree to contribute £3000</p> <p><u>Action</u></p> <p>WCRoW to order materials (SD to provide cost code)</p>	PM
7	AOB			
7.1	The new Term Maintenance Contract (TMC) has been awarded to Milestone. Ringway will cease working for the County end of March, most on ground works will stop beginning March to allow for changeover, this could cause delays to some schemes but disruption will be kept to a minimum.			

	Item	Update from previous meeting	Actions & Recommendations	Who
7.2	Annual waiting restriction review is underway, the deadline for any new Waiting restriction requests for financial Year 2023/24 is 1 st September 2023, this will then allow time during the winter months for the TRO's to be written and legal orders produced, then if no objections can be laid on the ground in the spring when weather improves.			
8.	<p>Agreement of Priority schemes Note: Issues which are 'Greyed out' indicate schemes where orders have been issued but are awaiting implementation.</p> <p>Issues highlighted in Yellow are awaiting approval from the Area board</p> <ol style="list-style-type: none"> 1. 17-20-7 High Street, Maiden Bradley. 20mph limit and Gateway on B3092 - £7000 (CATG - £5250, Maiden Bradley PC £1750.00) 2. 17-20-9 A362 Corsley Heath – Speed Limit Review - £2500 (CATG £1875.00, Corsley PC £625.00) 3. 17-21-3 Park Lane, Heytesbury warning signs - £1,000 (CATG £750, Heytesbury PC £250) 4. 17-21-4 Heytesbury village various dropped kerbs in the village - £4,500 (CATG £3,375, Heytesbury PC £1,125) 5. 17-19-2 A36 / B390 Chitterne road marking improvements - £800 (CATG £800) 6. 17-21-9 A3098 Chapmanslade street lighting improvements - £6,050 (CATG - £4,537.50, Chapmanslade PC £1,512.50) 7. 17-21-10 Corsley, Sturford Lane Signing & Road Marking improvements - £1,200 (CATG - £900, Corsley PC £300) 8. 17-21-15 A350 Crockerton dropped kerb - £1,000 (CATG - £750, LDPC - £250) 9. 17-21-17 Horningsham Heavens Gate car park signing improvements - £1,000 (CATG - £750, HPC - £250) 10. 17-21-14 A350 Upton Scudamore bus shelter replacement (Warminster bound shelter)- £7,000 (CATG - £5,250, USPC - £1,750) 11. 17-21-2 High Street junction with Broadleaze, Codford parking direction sign - £500 (CATG - £375, Codford PC - £125) 12. 17-21-18 Horningsham Water Lane road markings - £1,000 (LHFIG - £750, HPC - £250) 13. 17-22-1 A362 Corsley village gates - £4,600 (LHFIG - £3,450, Corsley PC - £1,150) 14. 17-22-2 A362 Corsley SID sockets - £1,000 (LHFIG - £750, Corsley PC - £250) 15. 17-22-3 A362 Corsley horse warning signs - £1,200 (LHFIG - £900, Corsley PC - £300) 16. 17-22-4 Bishopstrow SID socket/post - £500 (LHFIG £375, BPC £125). 17. 17-22-6 Warminster Chapel St/Bread St HGV signing - £800 (LHFIG £600, WTC £200). 18. 17-22-7 WR Review Batch 001 for Warminster LHFIG area - £7,000 (£1,750 contribution distribution TBC) 19. 17-20-16 Warminster Factory Lane/West Parade HGV signing & road markings - £1,000 (LHFIG £750, WTC £250). 20. 17-22-8 A350 Upton Scudamore bus shelter replacement (Westbury bound shelter) - £7,000 (CATG - £5,250, USPC - £1,750). 21. 17-22-10 Longbridge Deverill, Jersey Hill – street name plate - £500 (LHFIG £375, LDPC £125). 22. A362 Corsley speed limit assessment - £2,500 (To be fully paid by LHFIG budget). 23. 17-22-9 A350 Longbridge Deverill Pedestrian safety, signs and lines - £1950 (LHFIG £1500, LDPC £ 450) 24. 17-22-11 A3098 Chapmanslade Primary School footway improvements TOPO £2000 (LHFIG £1500, CPC £500) 25. 17-22-22 Warminster Ash Walk Lane HGV Sign - £600 (LHFIG £450, WTC £150) 26. 17-23-1 Corsley A362 to A36 Picket Post HGV signing - £1000 (LHFIG £750, CPC £250) 27. 17-22-2 Horningsham Nameplates - £2000 (LHFIG £1500, HPC £500) 28. 17-22-3 Corsley RoW works – LHFIG £3000 			

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	Item	Update from previous meeting	Actions & Recommendations	Who
9.	Date of Next Meeting TBC via MS Teams			

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 3rd party contributions are confirmed, Warminster Area Board will have a Highways funding balance of **£9,148.30**.

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.

Minutes

CCTV Sub-Committee

Tuesday 13th December 2022 at 10.00am
Held at Warminster Civic Centre and online via
Microsoft Teams

Membership:

Cllr Davis Wiltshire Council (Warminster)	*	Sgt Tauyavu Bativagone Warminster Garrison	A
PC Victoria Howick Wiltshire Police	A	Cllr Fraser Warminster Town Council	A
Cllr Matt Dean Westbury Town Council	*	Cllr Allensby Warminster Town Council	AB
Cllr Sheila Kimmins Westbury Town Council	A	Tom Dommett Town Clerk Warminster Town Council	*
Dave Deacon Local Business	*	Mark Chalmers - CCTV Manager Warminster Town Council	*
Peter Sammons West Wilts Trading Estate	A	Stuart Legg Warminster Town Council	*
Deborah Urch Westbury Town Clerk	A		

Key: * Present A Apologies AB Absent

TV/22/020 Apologies for absence

PC Howick, Deborah Urch, Peter Sammons, Sgt Tauyavu Bativagone, Cllr Fraser and Cllr Kimmins.

TV/22/021 Minutes

TV/22/021.1 The minutes of the meeting held on 13th September 2022 were approved.

TV/22/021.2 There were no matters arising from the minutes 13th September 2022.

TV/22/022 CCTV Manager's Report

TV/22/022.1. Mark Chalmers spoke to the CCTV Managers report:

- Number of incidents down on last quarter but up on last year.
- Shoplifting up but still low by historic comparison
- Night time economy – fewer people out and about,

although this is expected to increase towards Christmas but economic circumstances could dampen numbers down

- Cllr Dean reported ongoing anti-social behaviour problems in Westbury particularly from gangs of youths.
- Cllr Dean will liaise with CCTV supervisor re anti-social behaviour in Westbury
- Concerns over process of reporting shoplifting to police have been taken up with PCC.
- The CCTV Manger will pursue any opportunity to apply for safer streets funding.

TV/22/022.2.

- Following excellent press coverage, five new volunteers undergoing training and aim to start in the new year.
- With 10 existing staff/volunteers that takes staff numbers to 15.
- Cllr Dean/Davis to be emailed contact details Wiltshire Council Officer dealing with Safer Streets and PCC contact.
- CCTV volunteer Mike Coleman won Civic Award – will be great publicity for CCTV from a very deserving winner.

TV/22/023 Accounts

Accounts were **noted** for the year to October 2022. All within the budget expectations.

TV/22/024 CCTV Upgrade

The Parks and Estate Manger updated the sub-Committee on the CCTV upgrade. Progress is slightly behind schedule, the main issue has been BT. BT were meant to send fibre engineer to an appointment but sent an engineer who couldn't do fibre, only copper. The key wait is on the Westbury connection. BT are aiming for end of January but contractually can finish by middle of April.

WTC has taken tenancy of community hub. Rewiring has been completed and the air conditioning installed.

TV/22/025 Melksham Town Council

Stuart Legg reported Melksham Town Council had narrowly voted against a motion proposing joining the CCTV partnership in principle. It is hoped that once the new Warminster/Westbury CCTV system is up and running Melksham can be approached again.

Mere Parish Council has also approached the partnership with a view to them installing cameras to be monitored by us.

TV/22/026 Revision of the memorandum of Understanding

Deferred to next meeting

TV/22/028 **Partner Feedback**
None

TV/22/029 **Any Other Business**
None

Dates of Future Meetings

14th March 2023

Meeting closed at 10.33am

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Highways Improvement Request Form

Contact Details

Name:	Tom Dommett	Date:	01/12/2022
Address:	Warminster Town Council, Warminster Civic Centre, Sambourne Road, Warminster, Wilts BA12 8LB		
Telephone No:	01985 214847		
Email Address:	Townclerk@warminster-tc.gov.uk		

Issue Details

Location of Issue:	Foreminster Court – Fore Street
Community Area:	Warminster
Parish or Town Council:	Warminster Town Council
Nature of Issue:	Health & Safety issue - accessibility
<p>There are railings that go all the way along the road. These make it dangerous for me to get my 4 months old baby in and out of the car. 4 times already I've almost been clipped, and someone had to emergency brake due to their speeding and almost took my car door off! The railings are dangerous and have no real reason to be there.</p> <p>To get my baby in the car I have to walk her in her buggy along the road where there is no pavement. Putting my baby and myself in danger. Then I must open my car door to oncoming traffic on order to get her in the car. There is no other parking available, and it is incredibly dangerous.</p>	
	
How long has it been an issue?	Since at least August 2022
What would you like done to resolve this issue?	
Railings to be removed.	
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	No

This form needs to be completed and e-mailed or sent to your local Town or Parish Council. Town and Parish contact details are available via the link below:

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only)

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Highways Improvement Request Form

Contact Details

Name:	Tom Dommett	Date:	05/11/2021
Address:	Warminster Town Council, Warminster Civic Centre, Sambourne Road, Warminster, Wilts BA12 8LB		
Telephone No:	01985 214847		
Email Address:	Townclerk@warminster-tc.gov.uk		

Issue Details

Location of Issue:	25 High Street		
Community Area:	Warminster		
Parish or Town Council:	Warminster Town Council		
Nature of Issue: Regular parking on double yellow lines on resident access entrance			
<p>There are double yellow lines and a keep clear sign to the access lane leading to the properties at the rear of shops at 25 Hight Street.</p> <p>It is constantly blocked by cars. Residents need 24-hour access.</p> <p>Not only is it a safety hazard, but it also prevents residents from driving their vehicles onto the main road. I, as a cancer patient, need to be able to get to appointments for treatment!</p>			
How long has it been an issue?			
What would you like done to resolve this issue?			
Install steel bollards to prevent this problem like they have done on the pavement on the opposite side of the road!			
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	No		

***This form needs to be completed and e-mailed or sent to your local Town or Parish Council.
Town and Parish contact details are available via the link below:***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only)

Highways Improvement Request Form

Contact Details

Name:	Redacted	Date:	15/02/2023
Address:			
Telephone No:			
Email Address:			

Issue Details

Location of Issue:	St Georges Close
Community Area:	Warminster
Parish or Town Council:	Warminster Town Council

Nature of Issue:

There is an unsafe footpath/slabbed area in the shape of a triangle which has an uneven surface and trip hazards which could be better used for additional parking spaces.



Highways Improvement Request Form

Contact Details

Name:		Date:	20/02/2023
Address:	Pound Street, Warminster		
Telephone No:			
Email Address:			

Issue Details

Location of Issue:	Pound Street
Community Area:	Warminster
Parish or Town Council:	Warminster Town Council
Nature of Issue:	Health & Safety



A has at 8:50am caused around £10,000 worth of damage to both my property and that of our neighbours - who are in the opposite of Factory Lane. Walls and fences have been damaged meaning that urgent repairs need to be carried out to make them safe for pedestrians and vehicles to pass and damage yet again has been caused to our single storey extension roof. I have a video of the incident which shows that the driver had no intention of following the signage. The driver in the video just kept on manoeuvring the HGV causing more and more damage with each move. We will more than likely have to contact highways now to ensure that an alternate pedestrian route is made, closing off this area due to it being structurally unsafe until it came be repaired.

Further to my email early January, I write to inform you that earlier today my property in Pound Street was hit again by a lorry causing damage to the roof tiles. As you know, this is an ongoing issue - I have been requesting that something be done to stop the access to the area by HGV lorries for over 11 years now! Since the opening of the silk mill and the shop on west parade, we have had more damage caused over a shorter period of time than before - (we have had the property hit 3 times in the last 6 months) due to lorries not following the signage or being stopped from accessing this narrow, residential area.

How long has it been an issue?

Since at least 2012

What would you like done to resolve this issue?

I urge you to look at changing the road layout so that it is impossible for lorries to access factory lane from either direction

Have you been in touch with your local Wiltshire Councillor? (Yes/No)

No

***This form needs to be completed and e-mailed or sent to your local Town or Parish Council.
Town and Parish contact details are available via the link below:***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only)

The use of side roads and estate roads in the town for parking is on the increase. It saves motorists many pounds by not using the town centre car parks or the railway station car park. They would rather walk to town or the railway station, so our streets are suffering from an overload of vehicles from 8am until in many cases 7pm, not to mention those who are parked all week whilst their drivers are in London. Yellow lines are ignored along with other restrictions because there is no enforcement of the law. The Police are no longer responsible for implementing most of the on-street parking legislation. Wiltshire Council are the responsible authority, but I'm told they do not have sufficient enforcement officers to cover areas such as Warminster on a regular basis, and when they do visit the town, it is only to cover the main town centre streets. The only way to get action elsewhere in the town is to keep reporting problem areas and then waiting for weeks if not months for a visit from an enforcement officer. A member of the public likened an enforcement officer to that of a white rhino, nearly extinct. I agreed with that comment. It took six months for an enforcement officer to deal with a motorist who consistently parked on yellow lines, on a narrow street at a junction on the ward you and I represent Chairman. Guess what? The vehicle is now back on the yellow lines.

I am receiving emails on a regular basis from other areas of the town such as East End Avenue and West Street complaining about parked vehicles.

I will not ignore these problems because I have seen what can happen when vehicles collide whilst trying to negotiate roads whose width and visibility have been restricted by parked vehicles and it's painful and upsetting when motorists/passengers are injured or as I have witnessed lose their lives.

Chairman, we need enforcement officers in Warminster, not once or if we are lucky twice a year, but on a more regular basis. We are elected to serve the people and to ensure we do all we can to make their lives safer. So let's get on with it.

PROPOSALS

1. The Council recognizes there is a road safety problem on many streets in Warminster caused by inconsiderate motorists who flout the on-street parking regulations.
2. The council also recognizes there is a shortage of enforcement officers employed by Wiltshire Council.
3. We request Wiltshire Council to provide more regular visits by the enforcement officers to Warminster and when they do they enforce breaches of the parking regulations on the outlying streets and roads where restrictions are in force.
4. The Town Clerk arranges a meeting with the relevant officer responsible for enforcement to discuss this problem and reports back in writing to this committee.
5. This committee regrets the decision of HM Government to decriminalize unlawful on-road parking and to place the responsibility for enforcement on local authorities.

I seek a seconder and request a recorded (name) vote with details being included in the minutes of this meeting.

Councillor John Syme
Broadway Ward
Warminster Town Council.

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Events 2023

March

Spring Market - Saturday 18th March

The Spring Market is modelled on the Christmas Market with 30 stalls in the Civic Centre
10am – 2pm

May

Coronation Tea King Charles III - Saturday 6th May – Civic Centre

Screening of the Coronation with tea and cake, ticketed event £5, indoor street party organised by Wessex MS

Spring in the Park (Coronation themed) – Sunday 7th May

Annual Spring in the Park event with a coronation theme - stalls, donkey rides, children's entertainer, Jamma de Samba, Rock Choir, Maypole Dancing, White Horse Morris Dancers, Community Choir, Athenaeum Masqueraders and tug of war competition. Food vendors, prosecco and cider 10:30am – 4:00pm

Coronation Window Competition

Encourage retailers to join in the Coronation celebrations with a Coronation Window Competition and incorporating a search for the crown competition. Prizes for both.

June

Bandstand Music – Starting from 10th June to 26th August, each Saturday there will be a 12 bands/choirs giving a free concert in the bandstand between 11am and 1pm. Sample acts Bratton Silver Band, Sour Apple (Duo), Rock Choir, Sticky Toffee Jazz.

July

Inspire 2nd July

Music event in the park with bands in the band stand, food vendors. Organised by a committee.

Summer Market – Sat 8th July

The summer market will be held at the Civic Centre with 30 stalls 10am -2pm

Warminster Book Festival (with Warminster Lions) – Sat 22 & Sunday 23rd July

The Book Festival is being organised by Warminster Lions, this is a 2 day events with a book themed fair at the Civic Centre on the Saturday and event on the Sunday in the Lake Pleasure Grounds. Shop window competition.

August

Ice cream and Bubbles Festival in the Park – Saturday 5th August

A town park event from 12:00am till 4:00pm. There will be ice cream vendors, children's entertainers doing balloon modelling, bubbleologist performing, pottery making and sand art, Street food vendors.

Skatepark Jam - Saturday 5th August

Skateboard demonstrations and music organised by Maverick 12:00 am to 4:00pm

Imber Bus - Saturday, August 19th

Annual bus excursions into Imber – publicity to highlight Warminster Attractions

September

Carnival Fun Day – Sunday 10th September

Organised by Warminster Carnival Committee, stalls, music and competitions

Autumn Market - Saturday 23rd September

The autumn market will be held at the Civic Centre with stalls 10am -2pm

Heritage Open Day - 8th-17th September

Warminster Town Council are co-ordinating the Heritage Open Days, planning is underway for local historic places of interest to become involved. (Expected to include: Maltings, Chapel of St Lawrence, Small Arms, Dents, Athenaeum and Biodigester)

Warminster Festival - (organised by Thomas Hiscocks) Multiple events across different venues in Warminster. to be confirmed

October

Carnival - Saturday 28th October

Carnival Committee organise the annual Warminster Carnival, floats and marching bands parading through the town

Pumpkins in the Park – Sunday 29th October

An opportunity for carved pumpkins to displayed in the town park. Pavilion café open serving hot drinks etc 5:00pm – 7:00pm

November

Remembrance Sunday Parade and Service – Sunday 12th November

Annual event with the parade through the town and a service at the War Memorial at 3:00pm

December

Christmas Market – Saturday 25th November

Annual Christmas Market at the Civic Centre, stalls and food vendors

This year stall will also be in Three Horseshoes Walks

Christmas Lights Switch on - Saturday 25th November

Light switch on from the Market Place with live music, fairground rides, entertainment and food vendors from 2pm and switch on 5.30 pm