

26<sup>th</sup> September 2023

## AGENDA

Dear Councillor

You are summoned to a meeting of the:

**Highways Advisory Committee**  
**to be held on**  
**Monday 2<sup>nd</sup> October 2023 at 2pm**  
**at the Civic Centre, Sambourne Road, Warminster, BA12 8LB**

**Membership:**

<b>Cllr Cooper (Broadway) - Chair</b>	<b>Cllr Macfarlane (West)</b>
<b>Cllr Davis (East) – Vice Chair</b>	<b>Mr Len Turner (Advisor)</b>
<b>Cllr Fraser (West)</b>	

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](mailto: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](http://www.warminster-tc.gov.uk) in the meetings diary.

Yours sincerely



**Tom Dommett CiLCA**  
**Town Clerk and Responsible Financial Office**

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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 as a correct record, the minutes of the Highways Advisory Committee meeting held on Monday 26<sup>th</sup> June 2023; 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 Highways Advisory Committee meeting held on Monday 26<sup>th</sup> June 2023.

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. **Meeting of the LHFIG**

**To note** that the next meeting of the LHFIG is scheduled for 25<sup>th</sup> October 2023.

8. **Highways Improvement Form Requests**

**8.1 West Street and Vicarage Street – Request for Traffic Calming**

A member of the public has submitted a request for a reduction in the speed limit to 20mph and additional signage on West Street and Vicarage Street (**see attached**).

**8.2 Crusader Park Industrial Estate – Request for Traffic Calming**

A member of the public has submitted a request for the introduction of parking restrictions on the Crusader Park Industrial Estate (**see attached**).

**Members to resolve what action to take.**

## **9. Waiting Restriction Requests**

### **9.1 Request for double yellow lines on the private lane off Upper Marsh Road**

A member of the public has submitted a request for double yellow lines on the private lane off Upper Marsh Road (**see attached**).

### **9.2 Request for an extension to the double yellow lines on the south side of Emwell Street**

A member of the public has submitted a request for an extension to the double yellow lines on the south side of Emwell Street (see attached).

**Members to resolve what action to take.**

## **10. Traffic Surveys Update**

**To note** the following updates:

**10.1 Bradley Road** – delayed until late 2023.

**10.2 Fore Street** – delayed until late 2023.

**10.3 Silver Street** – delayed until late 2023.

**10.4 Prestbury Drive** – survey to be redone in November 2023.

**10.5 Smallbrook Road** – delayed until late 2023.

**10.6 Thornhill Road** – results received in July 2023. **Members to resolve what action to take.**

## **11. Other Issues**

### **11.1 Boreham Road**

**To note** Wiltshire Council's response to the lack of lighting on the new bollards on Boreham Road (**see attached**).

## **12. Communications**

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: tbc**

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# Highways Improvement Request Form

## Contact details

Name:

Address:

Date:

Telephone No.:

Email address:

## Issue Details

Location of Issue:

Community Area:

Parish or Town Council:

Nature of Issue:

How long as it been an issue?

What would you like done to resolve this issue?

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

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

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

# Highways Improvement Request Form

## Contact Details

<b>Name:</b>		<b>Date:</b>	
<b>Address:</b>			
<b>Telephone No:</b>			
<b>Email Address:</b>			

## Issue Details

<b>Location of Issue:</b>	
<b>Community Area:</b>	
<b>Parish or Town Council:</b>	
<b>Nature of Issue:</b> (Max 600 characters)	
<b>How long has it been an issue?</b>	
<b>What would you like done to resolve this issue?</b> (Max 600 characters)	
<b>Have you been in touch with your local Wiltshire Councillor?</b> (Yes/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 - Max 600 characters)

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WAITING RESTRICTION REQUEST FORM.

FOR HIGHWAYS  
ADVISORY  
COMMITTEE

Agenda 2<sup>nd</sup> Oct 2023.

FROM RESIDENTS ON PRIVATE LANE  
OFF UPPER MARSH ROAD.

<b>Section 1 - Applicants details</b>	
Applicants Name (if more than 1 applicant, please fill in section 6):	
Address:	
Postcode:	Phone:
Email address:	
Details of request location:	

**Section 2 - The Issue**

Please give as much detail regarding the issue/problem as possible. For example is the request due to school, commuter, worker or shopper parking, HGV's parking in restricted streets, inappropriate resident parking, etc. Include as much information as possible relating to days and time of day when the problem occurs.

Please see attached sheet headed 'Section 2'

**Section 3 - Safety Concerns**

Does the issue raised have any particular impact on road safety? For example do you know of any accidents that have occurred due to the problem and were the police/emergency services involved, do you have any dates that accidents occurred? Are there concerns with visibility of the highway, for example parked vehicles obscuring sight lines at junctions

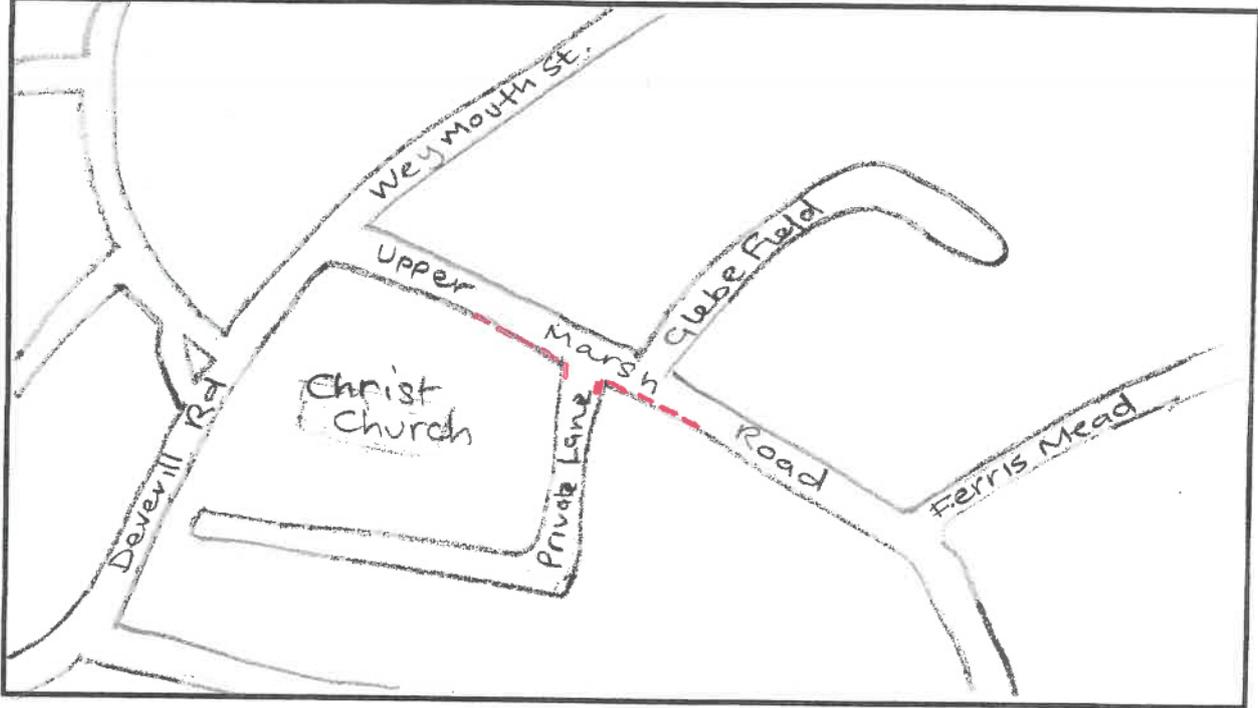
Please see attached sheet headed 'Section 3'

**Section 4 - Access Issues**

Have there been any issues with access for Emergency Services, Public Transport or have there been occasions when your bins weren't emptied due to access issues. If so was this reported to the relevant authority, to whom and when?

One of our neighbours informed us of an incident in the past, where a hedge fire was reported, but the fire engine could not get access. I have no other details.

Section 5 - Sketch of location / problem



Section 6 - Additional supporting signatures and addresses (continue on additional sheet if required)

Name: LYNNE WINWOOD	Address: 10 UPPER MARSH RD WARMINGSTER
Signature: <i>L. Winwood</i>	
Name: ANDREA CERNOSECHI	Address: 2 UPPER MARSH
Signature: <i>A. Cernosechi</i>	
Name: ANGIELA BOWDEN	Address: 4 UPPER MARSH ROAD WARMINGSTER
Signature: <i>A. Bowden</i>	
Name: ELAINE SEARY	Address: 6 UPPER MARSH ROAD BA12 9PJ
Signature: <i>E. Seary</i>	
Name: MARALYN WILLIAMSON	Address: 6A UPPER MARSH RD WARMINGSTER BA12 9PJ
Signature: <i>M. Williamson</i>	
Name: MARGON GRIST	Address: 8 UPPER MARSH RD WARMINGSTER BA12 9PJ
Signature: <i>M. Grist</i>	
Name: OLIVER GRIFFITHS	Address: 2A UPPER MARSH RD, WARMINGSTER BA12 9PJ
Signature: <i>O. Griffiths</i>	
Name: SHEILA HOUSE	Address: 10B, UPPER MARSH RD WARMINGSTER BA12 9PJ
Signature: <i>S. House</i>	
Name:	Address:
Signature:	

Section 7

Applicants Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Do you wish to email any digital photographs that you have relating to the matter? YES / NO. If yes, an email will be sent to the address in Section 1, please reply to the email attaching any photographs. Max size of attachments 6mg, please send multiple replies if a large number of attachments.

Office use only

Application ref: \_\_\_\_\_

Email required

Road safety implications?

①



②



③



④



I live at Upper Marsh Road, which is a property situated down a private road off the main road behind the Church and we are one of properties on this private road.

The reason I am writing is because I am very concerned that there is going to be an accident at the entrance to our road one day, because invariably there are vehicles parked, most of the time, on our left hand side, and if they are parked right up to the entrance to our road, unless one is in a high vehicle that allows one to see cars coming into Upper Marsh Road from the left then we have to take a risk and pull out blind, as most of us living here all have small cars.

All I am asking for to help keep us safe is a short yellow line on the left, next to our entrance, probably, the length of 2 cars. I do hope you can consider this request, before someone gets badly injured or, worse killed.

## Section 2

Our private lane, which is included in the Upper Marsh Road BA12 9PJ address, is between the churchyard of Christ Church and the bungalow 'Church View' 12 Upper Marsh Road and runs behind Christ Church.

At the junction of the lane and the main Upper Marsh Road, either side of the private lane is very often busy with parked vehicles. Along with the 'normal' residential parked vehicles, the road is also affected by:

a) church services and organised community groups there, which can be at any time of the day or evening.

b) As the town park has become more popular, it is even busier than before with people parking each side of Weymouth Street, continuing right around the corner into Upper Marsh Road. We are getting visitors to the park from outside of

Section 2  
Continued

Warminster, due to its popularity, which is great, but it impacts on our problem, as they also park on Upper Marsh Road at all times of the day.

c) Many people park here for the school run, mornings and afternoons, as it's adjacent to the local Sambourne Primary School.

d) More people are parking on residential roads to avoid car park fees and will park on Upper Marsh Road and walk into town rather than pay car parking fees throughout the day.

Please see Photos 2 and 3.

### Section 3

i) It is very difficult to see if it is safe to pull out of the lane due to vehicles parking so close to the junction of the lane.

There was an accident on 31/08/22 where the police were involved. Please see Photo 4. The photo was taken from Glebe Field, looking towards Upper Marsh Road. Our lane is between the police car and the fire engine in the photo.

Due to the fact that vehicles were parked along the entire one side of Upper Marsh Road there is only a single vehicle width for vehicles to drive with no passing spaces for oncoming vehicles. A vehicle came from each direction - we believe the vehicle on its side clipped the kerb to avoid the oncoming car and the other car damaged several other parked cars in the accident.

If there were double yellow lines extending either side of our lane, there could be a useful space for cars to pull in,

Section 3  
Continued

making it safer for other drivers too.  
ii) Visibility of the highway is a huge concern, as when vehicles are parked along Upper Marsh Rd, they certainly do obscure sight lines at the junction, making it very risky to pull out of the lane. Many of the vehicles that park either side of the private lane park beyond the dropped kerb, so visibility is even more obscured, and pulling out at the junction is precarious. Please see photos 1 and 2.

# Wiltshire

Where everybody matters

## Waiting restriction request (form WR1)

### Section 1 – Applicants Details

Applicants Name (if more than 1 applicant, please fill in section 6):

Address:

Postcode:

Email address:

Details of request location:

### Section 2 - The Issue

Please give as much detail regarding the issue/problem as possible. For example is the request due to school, commuter, worker or shopper parking, HGV's parking in restricted streets, inappropriate resident parking, etc. Include as much information as possible relating to days and time of day when the problem occurs.

On a regular basis...every week at least...waste and large HGVs and also coaches going to the Minster School have difficulty in going up Emwell Street or are unable to proceed and have to reverse out of the street. The main blockage place is outside my house, Emwell House, 7 Emwell Street, BA12 8JA. As a result of this, some years ago the council painted a single white line across the entrance to my gates. However people, including residents of Emwell Street ignore this and park over it. The solution would be simple: to extend the existing double yellow line on the south side of the road by 6 metres.

### Section 3 - Safety Concerns

Does the issue raised have any particular impact on road safety? For example do you know of any accidents that have occurred due to the problem and were the police/emergency services involved, do you have any dates that accidents occurred? Are there concerns with visibility of the highway, for example parked vehicles obscuring sight lines at junctions

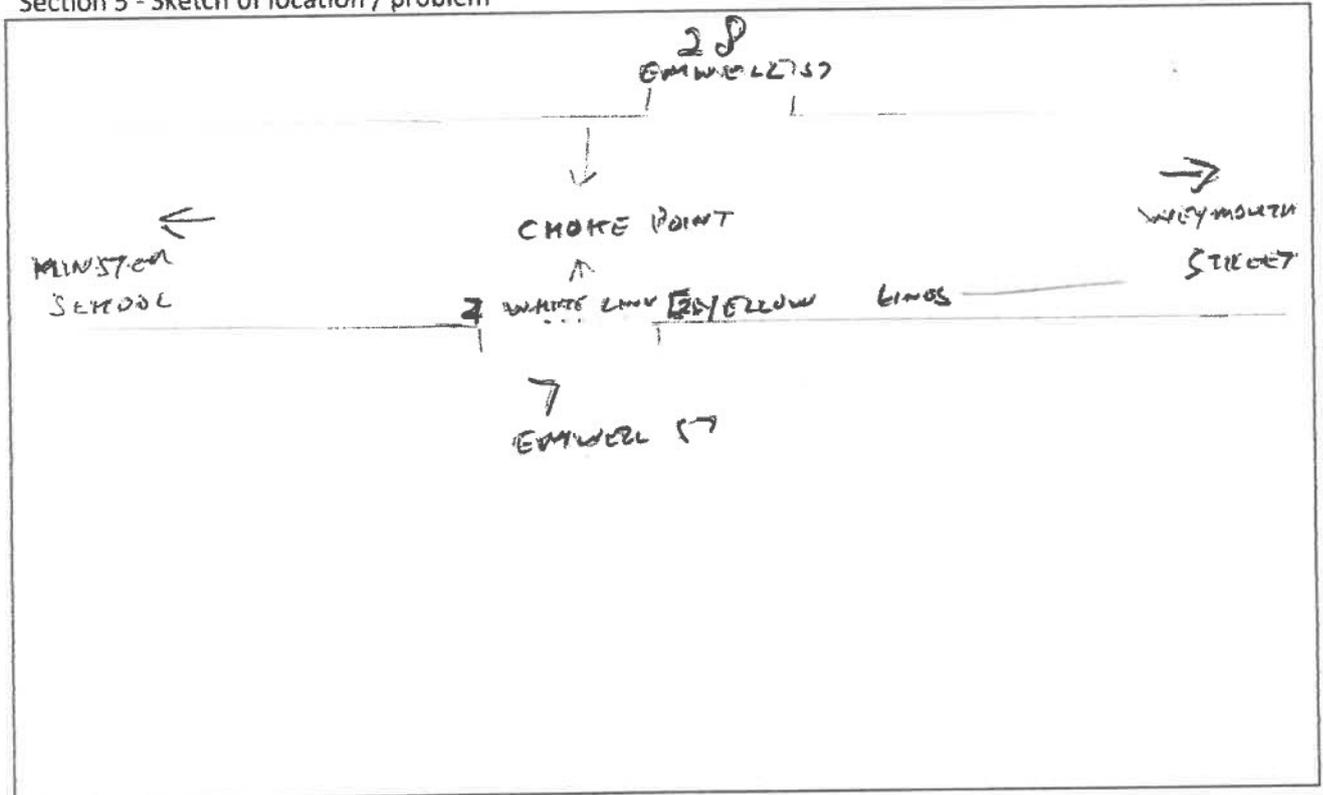
There have been occasions when parked cars have had their wing mirrors damaged and bodywork scratched. In these circumstances it would have been impossible for a fire engine to get through the street. This is particularly important as The Minster Primary School is at the end of the street.

Section 4 - Access Issues

Have there been any issues with access for Emergency Services, Public Transport or have there been occasions when your bins weren't emptied due to access issues. If so was this reported to the relevant authority, to whom and when?

Over the years, on a regular basis, the bin Lorries have been unable to reach my bins (and others) and have had to reverse out of Emwell Street. In the past 4 weeks this has been the case and twice the Green Bin waste lorry was unable to go up the street so the bins remained un-emptied. Whenever this happens I phone and report this to the council waste authorities.

Section 5 - Sketch of location / problem



Section 6 - Additional supporting signatures and addresses (continue on additional sheet if required)

Section 7

Applicants Signature:

Date: 18 Sep 2022

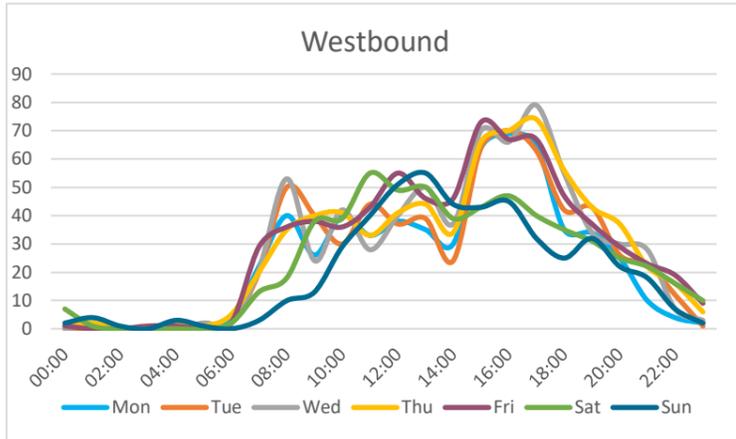
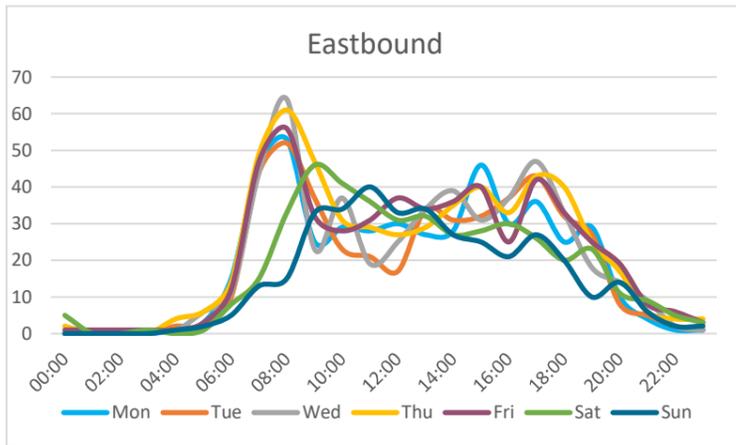
Do you wish to email any digital photographs that you have relating to the matter? YES / NO. If yes, an email will be sent to the address in Section 1, please reply to this email attaching any photographs. Max size of attachments 6mg, please send multiple replies if a large number of attachments.

Office use only

Application ref:

Email required

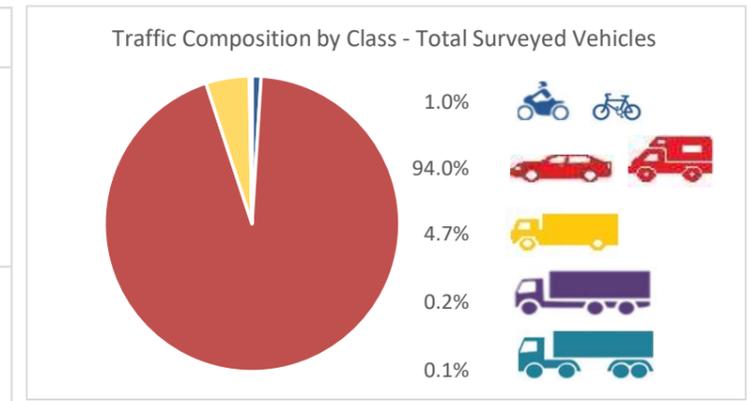
Road safety implications



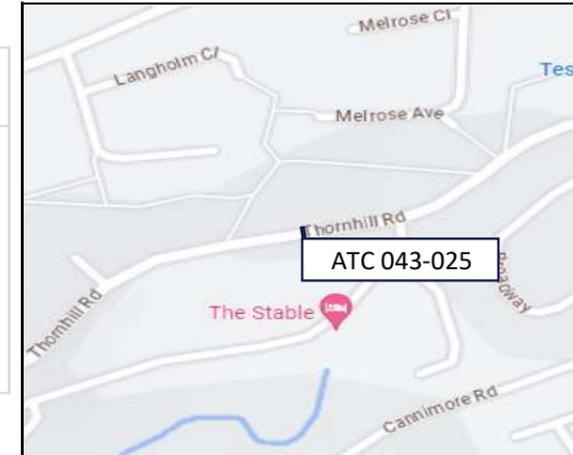
Direction	7-Day Average Speed	7-Day 85th %ile Speed
Eastbound	27.9	32.7
Westbound	29.3	34.5
Combined	28.7	33.8



	On a 7-day average		
Eastbound	33.9%	6.8%	0.2%
Westbound	43.1%	12.9%	0.6%
Combined	39.1%	10.3%	0.4%
	of vehicles are travelling over posted speed limit (PSL)	of vehicles are traveling 10% +2 over PSL (35mph)	of vehicles are 15mph over PSL (45mph)



Direction	Weekday Average Total Traffic	7-Day Average Traffic	Weekly Traffic Total
Eastbound	498	469	3286
Westbound	655	620	4338
Combined	1153	1089	7624



Incidents/Observations
No incidents or observations during the survey period.

Data annotated with '\*' denotes when a given time period has been affected by data loss. For a full breakdown of data loss please refer to Data Summary.

Tracsis will retain all personal data relating to this project, including all video images, for a period of 3 months after receipt of this report and all other data files for one year. If you would like a copy of the personal data or wish for us to retain for a longer period, please do not hesitate to contact us.

The traffic survey will record 85<sup>th</sup> percentile speed for each vehicle and this will be used to determine if the site enters the thresholds for intervention and detailed as follows;

<b>Speed Limit (MPH)</b>	<b>No further action (85<sup>th</sup>ile)</b>	<b>Considered for Community Speed Watch (85<sup>th</sup>ile)</b>	<b>Police Enforcement (85<sup>th</sup>ile)</b>
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

Enquiry reference 00124567 relating to Damaged bollard on BOREHAM ROAD which was reported on Sep 8 2023 11:10AM.

Wiltshire Council Note: This report has been passed to our Highways team for Investigation.

Wiltshire Council Comment: Comment: Thank you for your report. This has been referred to the Development Control team to investigate.

Customer Note: Damaged bollard