

**MINUTES**  
**of the Highways Advisory Committee**  
**held on Monday 11<sup>th</sup> December 2023 at 2pm**  
**at the**  
**Civic Centre, Sambourne Road,**  
**Warminster, BA12 8LB**

**Membership:**

<b>Cllr Cooper (Broadway)</b> <b>Chairman</b>	<b>*</b>	<b>Cllr Macfarlane (West)</b>	<b>A</b>
<b>Cllr Davis (East)</b> <b>Vice Chairman</b>	<b>*</b>	<b>Cllr Syme (Broadway)</b>	<b>*</b>
<b>Cllr Fraser (West)</b>	<b>*</b>	<b>Len Turner (Advisor)</b>	<b>*</b>

Key: \* Present    A Apologies    AB Absent

**In attendance:**

**Officers:** Tom Dommett (Town Clerk), Patsy Clover (Committee Clerk)

**Members of the public in attendance: Two**

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**HC/23/016    Apologies for Absence**  
**Apologies were received and accepted from Cllr Macfarlane.**

**HC/23/017    Declarations of Interest**  
No declarations of interest were received under Warminster Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

**HC/23/018    Minutes**  
**HC/23/018.1 The minutes of the Highways Advisory Committee meeting, held on Monday 26<sup>th</sup> June 2023 were approved as a true record and signed by the chairman. The notes of the Highways Advisory Committee meeting held on Monday 2<sup>nd</sup> October 2023 were received and noted.**

Signed.....Date.....

**HC/23/018.2** Members noted that there were no matters arising from the minutes of the Highways Advisory Committee meeting held on Monday 26<sup>th</sup> June 2023 and the notes of the Highways Advisory Committee meeting held on Monday 2<sup>nd</sup> October 2023.

**HC/23/019     Chairman's Announcements**

There were no Chairman's announcements.

**HC/23/020     Questions**

There were no questions submitted by members before the meeting.

***Standing Orders were suspended at 2.05pm.***

**HC/23/021     Public Participation**

Mr Head spoke to agenda item 11, raising concerns about the safety measures proposed by Wiltshire Council, should the railings be removed. He explained that the residents who had made the initial request had moved away from Foreminster Court.

***Standing Orders were reinstated at 2.19pm.***

The Chairman requested to move agenda item 11 to the top of the agenda. Members voted and agreed.

**HC/23/022     Foreminster Court Railings**

**It was noted** that the suggestion to remove the railings had been raised by members of the public resident in Foreminster Court who were concerned that the position of the railings meant that when getting their children out of their cars, they had to exit onto the carriageway. The residents had been surveyed by the town council for their views in the Spring. However, in light of the advice from the traffic engineer it wasn't possible to simply remove the railings and members felt that the proposals put forward by Wiltshire Council would raise different safety issues.

**Members resolved** not to support the proposal to remove the railings at Foreminster Court. They requested the Town Clerk write to the residents to advise them that the request would not be supported as the removal of the railings could lead to other safety issues.

**HC/23/023     Minutes of the Local Highways and Footpath Improvement Group (LHFIG)**  
**Members received the minutes of the LHFIG meeting held on 25<sup>th</sup> October 2023, and noted that the next meeting of the LHFIG will be held on 24<sup>th</sup> January 2024.**

**HC/23/024     Matters Arising**

**Members noted the updates provided by the Town Clerk from the LHFIG meeting held on 25<sup>th</sup> October 2023, noting that a metro count was currently**

Signed.....Date.....

taking place on Silver Street, and that residents of Upper Marsh Road had opposed the suggestion by Wiltshire Council Officers of a 'No Through Road' sign.

**HC/23/025     Highway Improvement Form Requests**

**HC/23/025.1 Queensway Park/ Rock Lane – Request for Street Lighting**

**Members resolved** not to support a request for street lighting by a member of the public.

**HC/23/025.2 Church Street/ Vicarage Street/ Silver Street – Request for Signage**

**Members resolved** not to support a request for signage warning of the concealed entrance/ exit to Church Street Mews by a member of the public, noting that any action taken may not achieve the desired effect. However, the wider issue could be considered in the future as part of a scheme to reduce speed limits.

The Town Clerk reminded members that the next meeting of the Area Board in Warminster would be devoted to highways matters.

**HC/23/026     Waiting Restriction Requests**

**HC/23/026.1 Request for double yellow lines on Portway**

**Members resolved** not to support the request for double yellow lines by a member of the public on behalf of her tenant. They requested the Town Clerk write to the member of the public suggesting that she should apply to Wiltshire Council for a white bar marking.

**HC/23/027     Traffic Survey Results and Updates**

**Members noted** that no updates had been received but several were expected by the next meeting.

**HC/23/028     Other issues**

**HC/23/028.1 Warminster High Street**

**Members noted** the council's contribution to the scheme as proposed by Wiltshire Council's LHFIG.

**HC/23/028.2 Ash Walk**

**Members noted** the council's contribution to the scheme as proposed by Wiltshire Council's LHFIG

**HC/23/028.3 Fore Street Play Area**

**Members resolved** to ask the LHFIG to review advance road signage in all directions warning motorists about the play area noting that there was some signage from one direction.

**HC/23/029     Substantive Highways Scheme Fund Bid**

**Members noted** the Councillors Briefing Note from Wiltshire Council regarding the bid application process for funding in 2024 – 25.

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HC/23/030 Communications

**No press releases were requested for this meeting.**

**Meeting Closed at 2:53pm**

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**

DRAFT

Signed.....Date.....