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MINUTES

of the Highways Advisory Committee held on Monday 29th July 2024 at 7pm

at

Warminster Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

| Cllr Cooper (Broadway) | * | Cllr Kirkwood (Broadway) | * |
|------------------------|---|--------------------------|---|
| Cllr Davis (East) | * | Cllr Parks (North) | |
| Chairman | | Vice Chairman | |
| Cllr Fraser (West) | * | Len Turner (Advisor) | * |

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Town Clerk), Judith Halls (Deputy Town Clerk)

Unitary Councillors: One Members of the press: None

Members of the public in attendance: One

HC/24/001 <u>Election of a committee Chairman for the municipal year 2024 - 2025</u>

Members resolved to appoint Cllr Davis as chair of the Highways Advisory Committee

for the municipal year 2024 - 2025.

HC/24/002 <u>Election of a committee Vice Chairman for the municipal year 2024 - 2025</u>

Members resolved to appoint Cllr Parks as Vice Chair of the Highways Advisory

Committee for the municipal year 2024-25.

HC/24/003 Apologies for Absence

There were no apologies for absence.

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|---------|------|--|
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HC/24/004 Declarations of Interest

Cllr Cooper declared an interest in agenda item 16.1, Lyme Avenue, as he had been in discussion with the resident. He would give the committee some background information during the discussion but not take part in the vote.

HC/24/005 Minutes

HC/24/005.1 The minutes of the Highways Advisory Committee meeting, held on Monday 8th April 2024 were approved as a true record and signed by the chairman. HC/24/005.2 Members noted that there were no matters arising from the minutes of the Highways Advisory Committee meeting held on Monday 8th April 2024.

HC/24/006 Chairman's Announcements

There were no chairman's announcements.

HC/24/007 Questions

There were no questions submitted by members to the Clerk before the meeting.

HC/24/008 Public Participation

There was no public participation.

HC/24/009 Dates and Times of Future Meetings

Members ratified the following changes to the dates and times of meetings of the Highways Advisory Committee for the remainder of the 2024 – 2025 municipal year, and to the times of the meetings ongoing:

| Original Date | Original Time | Proposed Date | Proposed Time |
|------------------|---------------|-----------------|---------------|
| 14 October 2024 | 2pm | 1 October 2024 | 7pm |
| 16 December 2024 | 2pm | 9 December 2024 | 7pm |

HC/24/010 Reports from Unitary Authority Members

Cllr Parks reported that the 1st batch of waiting restrictions had been signed off by Wiltshire Council and would be done in the next 4-6 weeks.

HC/24/011 Matters Arising from the meeting of the Local Highways and Footpath Improvement Group (LHFIG)

HC/24/011.1 Members noted the updates from the LHFIG meeting on 1st May 2024. **HC/24/011.2** Members agreed the extent of the proposed 20mph zone viability study:

West Street to Co-op, Vicarage Street, along the Bath Road (Church Street) to Minster Church, Pound Street to the Maltings, George Street and Silver Street, Emwell Street and Sambourne Road (to the other side of the crossing by the beeches). This would be submitted with a highlighted plan to the LHFIG, as requested at the LHFIG meeting on 1st May 2024.

HC/24/012 <u>Highway Improvement Form Requests</u>

HC/24/012.1 The Ridgeway

At the meeting of the Highways Advisory Committee on 8th April 2024 members considered a request from a member of the public for double yellow lines throughout





The Ridgeway, signage indicating where the turning area is located, and replacement of the 'Parking for Residents Only' sign. It was noted that the replacement of a sign was a maintenance issue and should be referred to Wiltshire Council. It was felt by members that the road was not suitable for double yellow lines.

Members resolved no further action on double yellow lines and asked officers to report the missing sign to Wiltshire Council.

HC/24/012.2 Willow Crescent – Request for a Sign to Replace a Missing Sign It was noted that the replacement of a sign was a maintenance issue and should be referred to Wiltshire Council.

Members resolved to ask officers to report the missing sign to Wiltshire Council. HC/24/012.3 Southleigh View – Request for a Sign to Replace a Damaged Sign Members resolved to ask officers to report the missing sign to Wiltshire Council. HC/24/012.4 Deverill Road – Request for Traffic Calming, a Reduction in the Speed Limit and Improved Signage/ Chevrons

Members resolved to ask the Clerk to write to Wiltshire Council asking for the urgent reinstatement of the railings and/or that consideration be given to the installation of crash barriers and/or other safety measures. It was requested that information be sought on the criteria used to determine if crash barriers can be installed.

HC/24/012.5 Newport – Request for Residents' Parking Only Signage Members resolved to refer the matter to the LHFIG.

HC/24/013 Waiting Restriction Requests

HC/24/013.1 Coppice Close

Members resolved to support the request for an extension to the double yellow lines on Coppice Close.

HC/24/014 Traffic Surveys

Members noted that Wiltshire Council had changed contractors for traffic surveys. Therefore, there was some delay in the process and that the following updates were outstanding:

Pound Street/ West Parade

Copheap Lane

Woodcock Road

Deverill Road

HC/24/015 Updates from the Police

Members noted that community speed checks had been conducted at Westbury Road and Victoria Road on 9th April 2024 and that all vehicles were travelling within the speed limit and no offences were committed.

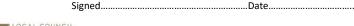
HC/24/016 Other Issues

HC/24/016.1 Lyme Avenue

It was agreed that the council was unable to fund the provision of a dropped kerb for the resident. Members resolved that Cllr Cooper and the Town Clerk would seek other funding options to help with the installation.

HC/24/016.2 Boot Hill, Deverill Road

Members resolved to ask Wiltshire Council to investigate the ongoing issue of pedestrian safety in view of the damage to the railings at the bottom of Boot Hill caused by recent vehicular collisions.





HC/24/017 Cost of Highway Works

Members noted the information provided by Wiltshire Council regarding the costs of

Highways' works.

HC/24/018 Communications

Members resolved no communications were needed at this time.

Meeting closed at 7:57pm

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 1st October 2024 at 7pm.



