



Delivering a brighter, greener future for all

13th May 2025

AGENDA

Dear Councillor,

You are summoned to a meeting of the:

Highways Advisory Committee
to be held on
Monday 19th May 2025 at 6pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Allensby (West)	Cllr J Kirkwood (Broadway)
Cllr Cooper (Broadway)	Mr Len Turner (Advisor)
Cllr Davis (East)	Vacancy

Copied to all other members for information.

Members of the public are welcome to attend meetings of the council and committees, unless excluded due 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.

Yours sincerely

Tom Dommett (CiLCA)
Town Clerk and Responsible Financial Officer

1. **Election of a committee Chairman for the municipal year 2025-2026**
Members to elect a committee Chairman for the municipal year 2025-2026.
2. **Election of a committee Vice Chairman for the municipal year 2025-2026**
Members to elect a committee Vice Chairman for the municipal year 2025-2026.
3. **Apologies for absence**
To receive and accept apologies, including reason for absence, from those unable to attend.
4. **Declarations of Interest**
To receive any declarations of interest under Warminster Town Council's (WTC) Code of Conduct issued in accordance with the Localism Act 2011.
5. **Minutes**
5.1 To approve and sign as a correct record, the minutes of the Highways Advisory Committee meeting held on Monday 9th December 2024; and Standing Order 12.1 provides that they may therefore be taken as read.
5.2 To note any matters arising from the minutes of the Highways Advisory Committee meeting held on Monday 9th December 2024.
6. **Chairman's Announcements**
To note any announcements made by the chairman.
7. **Questions**
To receive questions from members of the committee submitted in advance to the Clerk. Members are requested to submit any financial questions at least 48 hours in advance of the meeting.

Standing Orders will be suspended to allow for public participation.
8. **Public Participation**
To enable members of the public to address the committee with a written submission, an allowance of three minutes per person regarding any item on the agenda and to receive any petitions and deputations. The chairman may read any statements submitted in advance.

Standing Orders will be reinstated following public participation.
9. **Reports from Unitary Authority Members**
To note any reports received which are relevant to this committee.
10. **Matters Arising from the meeting of the Local Highways and Footpath Improvement Group (LHFIG)**
Members to note the updates from the LHFIG meeting on 22nd January 2025 (see attached – Warminster issues highlighted).

11. Highways Improvement Form Requests

Please refer to the Wiltshire Council guidance on highway works (see attached).

11.1 Deverill Road/ Marsh Street

The member of the public has asked that their original request for double yellow lines be reconsidered **(see attached)**.

Members to resolve whether to refer the matter to the LHFIG.

11.2 Smallbrook Lane

A member of the public has requested the implementation of a weight/ height/speed restriction plus traffic calming measures **(see attached)**.

Members to resolve whether to refer the matter to the LHFIG.

11.3 North side of Westbury Road

A member of the public has requested replacement No Parking signs adjacent to the protected verge **(see attached)**.

Members to resolve what action to take, if any.

11.4 Imberwood Close Estate

A member of the public has submitted a request for double yellow lines within the estate citing persistent issues with obstructive parking by vehicles that do not belong to residents of or visitors to the estate, causing access difficulties and safety concerns **(see attached)**.

Members to resolve whether to refer the matter to the LHFIG.

12. Traffic Surveys

The following traffic survey updates are outstanding:

Smallbrook Road

Victoria Road.

13. 20mph town centre speed limit surveys

To note that the surveys to collect vehicle and pedestrian data in the town centre have been completed. The results will form part of a 20mph speed limit assessment report which is due to be presented to the LHFIG at their June meeting.

14. Communications

Members to decide on items requiring a press release and to confirm a spokesperson if required.

The date of the next Highways Advisory Committee meeting will be Monday 1st September 2025 at 6.00pm.

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.