

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

Membership:

Cllr Allensby (West) Chairman	*	Cllr J Kirkwood (Broadway) Vice Chairman	*
Cllr Cooper (Broadway)	*	Len Turner (Advisor)	*
Cllr Davis (East)	*	Vacancy	

Key: * Present A Apologies AB Absent

In attendance:

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

Unitary Councillors: None

Members of the press: None

Members of the public in attendance: One

- HC/25/001 Election of a committee Chairman for the municipal year 2025 - 2026**
Members resolved to appoint Cllr Allensby as chair of the Highways Advisory Committee for the municipal year 2025 - 2026.
- HC/25/002 Election of a committee Vice Chairman for the municipal year 2025 - 2026**
Members resolved to appoint Cllr J Kirkwood as vice chair of the Highways Advisory Committee for the municipal year 2025-2026.
- HC/25/003 Apologies for Absence**
There were no apologies for absence.

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

- HC/25/004 Declarations of Interest**
There were no declarations of interest under Warminster Town Council's (WTC) Code of Conduct issued in accordance with the Localism Act 2011.
- HC/25/005 Minutes**
HC/25/005.1 The minutes of the Highways Advisory Committee meeting, held on Monday 9th December 2024 were approved as a true record and signed by the chairman.
HC/25/005.2 Members noted that there were no matters arising from the minutes of the Highways Advisory Committee meeting held on Monday 9th December 2024.
- HC/25/006 Chairman's Announcements**
There were no chairman's announcements.
- HC/25/007 Questions**
There were no questions submitted by members to the Clerk before the meeting.
- HC/25/008 Public Participation**
There was no public participation.
- HC/25/009 Reports from Unitary Authority Members**
Cllr Davis offered his assistance as a unitary authority member, should a member of the public need any help in connection with items on the agenda.
- HC/25/010 Matters Arising from the meeting of the Local Highway and Footway Improvement Group (LHFIG)**
Members noted the updates from the LHFIG meeting on 22nd January 2025.
- HC/25/011 Highway Improvement Form Requests**
11.1 Deverill Road/ Marsh Street
Members resolved not to pass the proposal to the LHFIG commenting that there had been no significant changes since they last considered the matter and requested that a letter be sent to the resident.

11.2 Smallbrook Lane
Members resolved to ask the resident to reapply to the Highways Advisory Committee when the development on Smallbrook Lane has been completed, should there still be a problem, commenting that vehicles causing the problem would be exempt from any height/ weight/ speed restrictions imposed as they would be servicing a property. The resident could instal a sign on her own property should they wish to.

11.3 North side of Westbury Road
Members resolved to negotiate with Wiltshire Council to repaint the existing signs or to instal three new signs on the verge – to be funded from the council budget line for LHFIG work - but not to pass the proposal for double yellow lines to the LHFIG.

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

11.4 Imberwood Close Estate

Members resolved to investigate whether the road has been adopted by Wiltshire Council, meaning that they take ownership and responsibility for maintaining the road, noting that 'No Parking' signs had been erected by the management company, but not to pass the proposal for double yellow lines to the LHFIG.

HC/25/012 Traffic Surveys

Members noted that the following traffic survey updates were outstanding:
Smallbrook Road
Victoria Road

HC/25/013 20mph town centre speed limit surveys

Members noted that the results of the surveys to collect vehicle and pedestrian data in the town centre would form part of a 20mph speed limit assessment report to be presented to the LHFIG at their June meeting. Warminster Town Council would then consider the implications.

HC/25/014 Communications

Members resolved that no communications were needed at this time.

Meeting closed at 6.21pm

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 September 2025 at 6pm.

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