

21st February 2022

AGENDA

Dear Councillor

You are summoned to a meeting of the:

Town Development Committee
to be held on Monday 28th February 2022 at 7pm
at the Civic Centre, Sambourne Road, Warminster, BA12 8LB

Membership:

Cllr Cooper (Broadway)	Cllr Keeble (West)
Cllr Davis (East) Chairman	Cllr Macdonald (East)
Cllr Fraser (West)	Cllr Macfarlane (West) Vice Chairman
Cllr Fryer (Broadway)	Len Turner (Advisor)

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 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 in the meetings diary.

Yours sincerely



Tom Dommett Cilca

Town Clerk and Responsible Financial Officer

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 and sign as a correct record, the minutes of the Town Development Committee meeting held on Monday 25th October 2021; 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 Town Development Committee meeting held on Monday 25th October 2021.
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. **Reports from Unitary Authority Members**
To note reports provided which are relevant to this committee.
8. **Tynings Allotments**
Members to notes minutes of the meetings held on 16th November 2021
9. **Community Area Transport Group (CATG)**
To note the Minutes of the Warminster CATG Wednesday 27th October 2021 and Wednesday 19th January 2022.

10. Members are requested to resolve the New Highway Issues:

10.1 Beech Avenue/Alcock Crest

A WR1 form has been submitted by business owners at the Old Silkworks Business Site to request for the reinstatement of double yellow lines on the curb side and double yellow lines opposite the entrance to enable access to larger vehicles and emergency vehicles to the site. **(WR1 form attached)**

Members to resolve whether to support the Highways Improvement Request Form

10.2 Sambourne Road

A resident of Sambourne Gardens has requested support from the Town Council with a dangerous parking issue on Sambourne Road that restricts the view and safe exit from Sambourne Gardens to Sambourne Road. A large vehicular horse box is left on the road just after the current white lines before the designated parking bay.

(Photo attached)

Members to resolve what action to take

10.3 Traffic Lights Town Centre - Market Place

An enquiry was received on the Town Council website to ask if the traffic light controlled crossing could be changed to a zebra crossing as the traffic frequently backs up to the Boreham Road via East Street, creating significant congestion in the east end of the town.

Members to resolve what action to take

10.4 Woodcock Road to entrance to Woodcock Lane/Robins Close

A WR1 form has been submitted by a local resident regarding frequent traffic jams, damage to vehicles and safety risk to children walking to and from school.

(WR1 form attached)

Members to resolve whether to support the Highways Improvement Request Form

10.5 Pound Street

A local resident has raised enquiry for traffic calming measures in Pound Street including a speed limit reduction below 30mph.

(Photo attached)

Members to resolve what action to take

10.6 Norridge View

A member of the public has requested double yellow lines be introduced at the junction of Norridge View and Grovelands. This issue has previously come to the Town Development Committee and although Police and PCSO's, whilst on patrols, have been able to give words of advice to drivers and refer back to Parking Enforcement at Wiltshire Council as appropriate, the problem has persisted. **(Photos attached)**

Members to resolve whether to support the request for double yellow lines.

10.7 The Maltings

The owner of the Malting in Pound Street is concerned about the problem they are having getting deliveries. **(See attached)**

Following discussions with the unitary Councillor and the owner the suggested solution to problem is to change single white line to double yellow to enable lorries to get in to Cobbett Place.

Members to resolve whether to support the proposal for double yellow lines.

11. Smallbrook Road

CATG have returned all issues relating to the 30mph speed limit, recently implemented at Smallbrook Road and agreed that all matters would now be removed from CATG and closed. CATG ask that WTC respond to the original requesters regarding the further reduction of the speed limit at Smallbrook Road. There was agreement that this speed limit needs to be monitored for a longer period of time before any further action would be considered again.

Members to resolve what action to take.

12. Update from Copheap Volunteers

Nigel Linge has provided an update on the activities of the Copheap Volunteers **(see attached)**

Members to Note

13. Update from Flood Working Group

There are now four flood wardens in place, which leaves vacancies for at least two more flood wardens.

The Flood Warden Working Group is meeting on Tuesday 1st March to consider what further updates should be made to the flood plan and to plan a recruitment/publicity drive to raise awareness of the flood plan and seek some further volunteer flood wardens.

Members to note.

14. Update re meeting flooding issues in Warminster

A meeting was held on 25th November 2020 to discuss the issue of flooding in Warminster. Representatives from Wessex Water, the Environment Agency, Wiltshire Council and the Town Council were present.

The main action points covered by the discussions were:

- There is a need to Educate residents and shop owners to their responsibilities for protecting their own properties. This will be done through the WTC social media platforms
- The Environment Agency has provided Warminster Town maps for annotation by the Flood working group, Councillors and Officers in order to investigate, understand the growth in flooding issues and create an updates flood zone map for the town.
- Wessex Water to work with WTC to deliver a resilience drainage and waste water, a 25 year plan in the face of growth and urban creep, looking for a sustainable delivery.
- Wessex Water will be preparing a new design system for the storm overflows. This will be split into two sections; the permitted amount of discharge that can be released into water courses and the management of flooding of properties.
- Wessex Water will improve their data reading systems from the storm monitors. Their goal is to lessen the frequency of spillages into watercourses from approximately 30 to below 10 incidents pa.
- Wessex Water is investigating storm overflows. They will be assessing the priority areas creating a detailed design for the town.

Members to note

15. CCTV Working Group

**To note the minutes of the meetings held on Tuesday 14th September 2021.
(See attached)**

16. Cycle Path Working Group

The cycle path working group met on 6th February 2022. The working group agreed three objectives with regard to improving cycle routes in Warminster.

:

i). To link schools and workplaces and community facilities into a cycle path network – not just for leisure cycling but to encourage people out of cars and into cycling and walking

ii. To ensure new housing developments have new cycle routes that integrate with the rest of the town and to ensure the updated Neighbourhood Plan means developers deliver cycleway improvements

iii. An Initial focus on converting suitable footpaths to cycle tracks as these are seen as 'easy wins' with a lower cost and higher prospect of delivery

The working group looks at a range of suggestions for improvements to cycleways based on the above principles.

The working group is set to meet again where it will also include representatives from some Parishes in the Warminster Area. It will also work on prioritising suggested improvements.

Members to resolve to adopt the three objectives put forward by the cycle path working group

17. Speed Indicator Devices

There have been several requests for Speed Indicator Devices (SID's) from members of the public. Officers have prepared a briefing note. See attached

Members to resolve to:

Contact Wiltshire Council for a comprehensive set of existing Metro Counts which might be used to support SID's in Warminster

Contact Wiltshire Council for their latest criteria and advise on installations of SID's

Ask members to inform the town clerk of any locations in Warminster they feel would benefit from SID's

18. Bus Shelters

The Town Council is responsible for 13 Bus Shelters in Warminster. These are cleaned on a rota basis, the latest occasion being February 2022. There have been a few incidences of vandalism. Members are reminded that they can report any vandalism, graffiti or other issues to Town Council staff who will ensure follow up action is taken.

Members to Note

19. Town Litter Champion

Cllr Keeble has arranged a community litter pick on Saturday 26th March, beginning at 10:30am from the Civic Centre in Sambourne Road to coincide with the Great British Spring Clean. All equipment provided. To assist in coordinating activity, participants are asked to contact the town council to register their interest in advance. Free tea & coffee will be provided after the litter pick at the Civic Centre. Members are invited to attend on 26th.

Members to note.

20 Warminster Town Centre Survey of Businesses Report 2021

A Survey of Businesses has been undertaken in Warminster Town Centre in each of the last 11 years, initially through Action for Market Towns annual benchmarking, then as continued by People & Places Insight, in 2019 as part of a pilot project for the County co-ordinated by Wiltshire Council, and for 2020 & 2021 under our own initiative.
(Attached)

Members to note.

21 Communications

The 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 or by contacting us at Warminster Civic Centre.

Date of next meeting to be confirmed.

Tynings Allotments and Leisure Gardeners Association

Minutes of Meeting

Date/Time. Tuesday 16th November 2021 at 19.00hrs in Tynings Pavilion.

Attendees.

A Jones, R Stedman, J Ellison, P Andrews, Z Bartlett, E Castle, R Lush, N Robbins, D Stedman.

Apologies.

None.

Minutes of the Last Meeting.

The minutes of the last meeting were accepted as a true record with one correction, the balance in the business account should read £12,990.98, not £12,998.98 as stated.

Matters Arising.

There were no matters arising.

Item 1. AGM Update of Minutes.

The AGM draft minutes that were circulated at the last meeting were discussed, and it was agreed they were a true record and would be circulated before the next AGM.

Item 2. Plot Managers Report.

There was an open discussion regarding plot matters and in particular the waiting list for plots. Several Committee members had found the list confusing and could not understand how it was constructed. It was agreed the list needed to be updated and made clearer so that it was easily understood.

POST MEETING NOTE. The plot manager has decided to give up the post of plot manager but he will remain on the Committee.

Item 3. Treasurers Report.

It had been a very busy month with both plot rents and Kings seed orders to be dealt with. All plot rents have been received and there are none outstanding.

Income included, Crafting £78.00, Hire of hall £30.00, Kings seeds £226.62, plot rents £1,750.00 TOTAL £2084.62

Expenditure. Cleaning £80.00, Cement £20.56, Cups for bingo £2.58, Printer ink £32.12. TOTAL £135.26.

Balance in the Community Account £16,994.08 including cash in hand.

Balance in the Business Account £12,991.30 including 0.32p interest.

Item 4. Kings Seeds and Plot Rents.

There was nothing to report on plot rents as everyone has paid and nothing is outstanding. A total of 40 plot holders had placed seed orders and the total value of the orders was £1,316.74. the discount process is somewhat complicated but gave the Allotment funds £226.62 after calculations. A cheque for £1,083.32 has been sent to Kings Seeds with the orders. A copy of every order has been taken for reference.

Item 5. Outside Bench Covers.

Robin requested permission to purchase two covers for the outside benches as they could not be moved from their current positions and put under cover as they were bolted to the paving. The cost of the covers was £38.00, agreed unanimously. One of the benches had been lifted from its mountings and will be refixed before the covers are fitted. It was also agreed to have the benches painted with a coat of weatherproofing in spring.

Item 6. Valletta Update.

The quotation from Valletta has been received and the cost for the three additional items are as follows: -

- Completion of preparatory work to new car park £1,656.00
- Repair and resurface road in front of the Pavilion £2,040.00
- Lay wearing course to Pavilion car park £5,700.00

The total for the new work is £9,396.00 including Vat. Before the surface to the Pavilion car park can be laid an edge strip will need to be installed to the edge of plots 108 and 109 as there is a considerable drop from the road surface to the plot surface. We have been given some concrete paving slabs and these will be laid on edge on a concrete bed to form the road edge. We will need to purchase both ballast and cement to carry out this work at an approximate cost of £100.00.

To offset part of the cost of the new work Robin S has requested and been granted an Area Board Grant of £4,500.00.

We also have an outstanding quotation from Valletta for work to the new car park and entrance road, the cost of this is £10,296.00 including Vat. We received an Area Board Grant of £5,000.00 towards the cost of this work and unless it is completed before the end of the financial year (March 2022) we must return the grant. We received extra time to carry out the work due to the pandemic.

The total cost of all work is £19,692.00 less total of Area board grants £9,500.00, total from allotment funds £10,192.00.

Correspondence.

Quotation from Valletta.

Email to and from Area Board regarding grant application.

AOB

There will be a presentation at Crockerton Garden Centre of the awards for best allotments on 2nd December 18.00 – 20.00hrs. 10% discount will be offered on all purchases.

Dog fouling continues to be a problem, anyone found not cleaning up after their pet has fouled will not be permitted to bring the animal to site.

The Crafters will decorate the Pavilion.

No bookings will be accepted for the Pavilion during January 2022.

Next Meeting Date/Time. The next meeting will be on Wednesday 15th December at the Pavilion, starting at 19.00hrs.

The meeting closed at 20.15hrs.

19th January 2022 Meeting (Microsoft Teams) – MINUTES

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
1.	Attendees, Apologies & Introductions				
	Present	Cllr Andrew Davis (Chair), Cllr Bill Parks (WC), Cllr Pip Ridout (WC), Kate Davey (WC), Denise Nott (WC), Philip Holihead (Chapmanslade PC), Tom Dommett (WTC), David Ball (Corsley PC), Nikki Spreadbury Clew (LDPC/USPC), Jane Faulkner (USPC), Bob Payne (Sutton Veny PC), Cllr Sue Fraser (WTC), Cllr Macdonald (WTC), Graeme Morrison (WC), Len Turner (Warminster), Heather Parks (SVPC)			
	Apologies	Spencer Drinkwater (WC), Anthony Potter (Bishopstrow PC), Simon Wager (MBPC), Cllr Tony Jackson (WC),			
2.	Notes of the last meeting (27th October 2021)				
		The minutes of the previous meeting held on the 27 th October 2021 were accepted and agreed.	Noted and agreed.		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
3.	Finance				
		<u>Financial position at January 2022</u> (a) 2021-22 allocation = £14,905.00 (previous years £15,226.00) (b) 2020-21 underspend = £11,668.53 (c) 2021 -22 3 rd party Contributions £4,421.67 (d) Total Budget for 2021-22 = £30,995.20 (a+b+c) (e) Scheme commitments 2021/22 = £17,936.68 (f) Current Balance = £13,058.52 (d-e) Refer to attached finance sheet.	Noted and agreed.		
4.	Update on top 5 Priority Schemes				
CATG agreed that once work orders have been placed for Priority One schemes a full entry is not required on Action Tracker:					
<ul style="list-style-type: none">• A summary will be retained• The entry will be “greyed out” to indicate that it is in progress and no further discussion is required at the CATG meeting unless otherwise indicated.• MR will provide updates in advance of meetings• The item will be removed once the scheme has been implemented.					
4.1	17-20-7 (03/02/20) High Street, Maiden Bradley.	Site meeting has taken place with PC Virtual footway no longer supported however a 20mph limit on High St / Back Lane/ Kingston Lane is requested. Consideration of new signs / gates on B3092 (southbound) Estimated cost, Speed Limit - £4000, gates/ signs £3000. Agreed – Allocate £7000, PC 25% of cost.	Discuss when Simon online didn’t attend. Cllr Parks provided update on behalf of MBPC informing group that the PC will meet with land owner to discuss land issued for gate installation. 20mph assessment report is being	1	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>MBPC have agreed on village gate style. Design and order in progress. Update on hedge cutting provided indicating one side has been completed and the other is imminent.</p> <p>Since confirmation that a gate on the west side is not viable due to width restrictions, MBPC are discussing the issue with the estate and will confirm outcome in due course.</p> <p>20mph speed limit assessment – surveys complete. Assessment report currently being finalised and should receive any time now. KD will ensure MBPC are sent the report as soon as it arrives.</p>	<p>finalised and KD will forward once received.</p> <p>Leave as priority 1.</p>		
4.2	17-20-9 (21/07/20) A362 Corsley Heath	<p>Atkins are now in the process of completing the assessment as Covid restrictions have been lifted fully. I will send on the recommendations as soon as they have been received.</p> <p>KD chased recommendation 14/1/22. Assessment complete and recommendation being finalised. KD to send to PC as soon as it's received.</p>	Speed limit assessment report to be finalised in next few weeks. KD will forward onto PC once received.	1	
4.3	17-21-3 (08/02/21) Park Lane, Heytesbury	There are two 30 mph speed limit signs at either end of Park Lane and the chicane at Riverbank, Mill Farm and Heytesbury Mill experiences a lot of traffic and walkers. The Parish Council would like to establish whether safety signs could be installed to warn car drivers. This area is often used as a diversion when accidents occur on the A36 and many vehicles are not aware of the	All agreed ongoing. KD to monitor and oversee implementation.	1	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>tight bend or that larger vehicles struggle to get through.</p> <p>Heytesbury Parish Council have confirmed support and funding contribution for these improvements.</p> <p>Cost estimate £1,000 (CATG £750, PC £250) Group agreed top priority and implement.</p> <p>Resource allocated and design/order being processed currently. Anticipated completion early in new financial year.</p>			
4.4	17-21-4 (12/02/21) Heytesbury village	<p>The village of Heytesbury has many young families using buggies and the elderly population using buggies finding it difficult to navigate hard footpaths to get to local facilities and the school. Some work has been done in dealing with overhanging hedges, but the Parish Council would like to know if there is the possibility of a review in the village generally with advice on what might be possible to make transfer routes easier.</p> <p>Heytesbury Parish Council have confirmed support and funding contribution for these improvements.</p> <p>Cost estimate £4,500 (CATG £3,375, PC £1,125) Group agreed top priority and implement.</p> <p>Resource allocated and design/order being processed currently. Anticipated completion early in new financial year.</p>	All agreed ongoing. KD to monitor and oversee implementation.	1	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
4.5	17-19-2 (23/09/19) A36 / B390 Knook & Heytesbury	<p>24/2/21 Martin Rose confirmed he has previously asked contact at Highways England for information on future schemes in this area with no response. Denise Nott confirmed grass cutting south of junction is partly WC partly HE responsibility. Denise agreed to chase HE at appropriate time to maintain area sufficiently.</p> <p>Attended site meeting with Cllr Parks and have agreed some minor road marking improvements at the junction. Please see attached proposal plan with a cost of approx. £800 (CATG £600, PC £200) Group agreed to make top priority and implement.</p> <p>Plan submitted for road markings to take place in spring/summer.</p>	All agreed ongoing. KD to monitor and oversee implementation.	1	
4.6	17-21-9 (11/3/21) Chapmanslade A3098	<p>Concerns regarding existing street lighting between Cleyhill Gardens and Wood Lane junctions. The change in demographic due to recent developments means there will be more children using this footway early in the morning to access public transport to school. Request for additional street lighting be affixed to BT poles numbers 6120818, at the Old Chapel and 6120807 at No 55 High St on the basis of increased footfall along poorly maintained footways which constitute a safety hazard.</p> <p>Request for quote from Street lighting department sent by KD in August 2021. Chased again October 2021. Awaiting response.</p>	<p>Street lighting estimate with Chapmanslade PC for review and to confirm contribution. Cllr Parks is supportive.</p> <p>Group agreed to allocate £4,500 of CATG funding.</p>	1	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		Streeting lighting information sent to PC for review on 14/1/22.			
5.	Priority Two / Pending Schemes				
5.1	6661 Codford High Street. Signs to Lyons Seafood	<p>18/06/20 Sign proposals to be submitted to HE for approval and agreement.</p> <p>12/11/20 Awaiting response from HE. MR to resubmit proposal.</p> <p>24/02/21 KD chased contact at HE for a response via email 10/2/21, awaiting response.</p> <p>29/6/21 KD chased contact at HE for a response via email, awaiting response.</p> <p>Codford PC have responded to confirm this is still an issue therefore KD has chased HE again for a response on 12/10/21. HE response received and sent to PC for review. PC have confirmed they wish to proceed with the HE 3rd party works team process for this signing request. KD has asked HE to outline process and next steps.</p>	All agreed ongoing. Wait for National Highways to confirm 3 rd party works process and liaise with Codford PC.	2	
5.2	17-20-6 B390 Chitterne	<p>21/7/21 Chitterne PC confirmed they wish to wait a while longer for tourism to increase again before carrying out a coach survey. Discuss again at the next meeting.</p> <p>Chitterne PC to provide update.</p>	No representative in attendance. Leave on agenda for now and monitor.	2	
5.3	17-20-8 (08/06/20) C10 Sutton Veny High Street	After the traffic survey data was review by the Parish Council and the costs for an assessment (£2,500) had been explained KD received email confirmation that the Parish Council do not wish to proceed.	Sutton Veny PC confirmed this issue is duplicated at 5.9. Group agreed to close this issue down and remove from agenda.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		SVPC commented on SIDs and 20mph. They don't believe the surveys were in the correct places to catch speeding. Noted that Street furniture is required to attach traffic survey equipment. PH said they can request info from Chapmanslade PC who has already completed the process for SID installation. Cllr Parks also commented that he will help where necessary.			
5.4	17-20-19 (11/12/20) New Road, Codford	<p>New Road – from the village shop to the junction of Green Lane is a popular pedestrian route. It is also a very busy road with high volumes of traffic but has no footway on either side for pedestrians.</p> <p>Request for white line along one side of the road to give pedestrians safe right of way.</p> <p>21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue.</p> <p>KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.</p> <p>Cllr Parks and Denise to provide update.</p>	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	
5.5	17-21-1 (22/01/21) Spur Road off Cherry Orchard, Codford	Concerns over a footpath being used as a short cut to the primary school which meets the spur road opposite Wyllye Coyotes. Vehicles use this cul de sac to turn around at school drop off time, young children also use it to ride their bikes and scooters to school. Drivers do not realise there	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>is a footpath as it is not signposted and masked by fencing from adjacent house. Since the school had automatic gates installed cars can no longer use car park to turn around so this problem is getting worse.</p> <p>Request for warning signs on the verge to emphasise to vehicles that children are using the footpath and crossing this road.</p> <p>21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue.</p> <p>KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.</p> <p>Cllr Parks and Denise to provide update.</p>			
5.6	17-21-2 (22/01/21) Junction off High Street to Cherry Orchard, Codford	<p>Ongoing parking issues and traffic into Cherry Orchard because of access to the school and doctor's surgery. Parish Council now allow use of village hall car park for visitors.</p> <p>Request for direction signs on verge at the junction to direct traffic into village hall car park.</p> <p>21/7/21 This issue was not discussed as there was no representative from Codford PC in attendance. Defer to next meeting and request Codford PC attend to discuss issue.</p> <p>KD email to request site meeting sent to Codford PC on 29/6/21. Awaiting response.</p>	No representative in attendance. Cllr Parks committed to contacting Codford PC to progress this issue.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		Cllr Parks and Denise to provide update.			
5.7	17-21-10 (21/6/21) Corsley, Sturford Lane junction with A362	<p>This is a dangerous junction for traffic emerging onto A362. Traffic from the west is generally travelling at 50mph (at least) along a straight highway - heavy lorries using this as a runway to build up speed to get up the hill leading to Picket Post roundabout. Traffic from the east is travelling at speeds up to 50mph along the A362, through a triple bend with three junctions - Longhedge x 2 and Sturford Lane. From the Sturford Lane junction it is impossible to see oncoming vehicles hidden by two of the triple bends until the last moment, the problem is exacerbated by a bus shelter.</p> <p>Request for warning signs and road markings to highlight the junction and raise awareness for drivers to reduce their speed.</p> <p>After meeting and discussing this issue on site with Cllr Parks the best solution would be to add a cantilever bracket to the existing sign to allow better visibility to approaching traffic, along with some transverse road markings either side of the existing SLOW marking. The costs for this are likely to be in the region of £1,000 (CATG £750, PC £250). Priority/funding to be discussed at meeting.</p> <p>Second site meeting undertaken in Dec 2021. Agreed proposal. Please see plan at end of agenda. Revised estimate £1,200 (CATG 75% = £900, PC 25% = £300).</p>	<p>Corsley PC raised issue with Whitbourne springs junction. Cllr Parks has discussed with Denise who will replace signing at this junction to improve visibility for direction of travel. Advanced Direction Sign on approach to the junction in situ.</p> <p>Cllr parks supports proposal presented at end of agenda.</p> <p>Group agreed to move to priority 1 and allocate funds.</p>	2	
5.8	17-21-15 (7/9/21)	On the A350, directly opposite Five Ash Lane, the footpath has no dropped kerb on one side,	Kate Plastow confirmed support.	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
	Crockerton, A350 – dropped kerbs	<p>where it passes over the private road, making it impossible for wheelchair and mobility scooter users to travel between Longbridge Deverill and Warminster. It is also difficult for those pushing pushchairs and prams.</p> <p>Request for dropped kerbs to be installed. Group agree to move to priority 2 until space becomes available on priority 1 list.</p> <p>LDPC have provisionally set aside £300 contribution pending formal estimate when this issue reaches priority 1 list.</p>	Group agreed to move to priority 1 and allocate ballpark estimate of £1,000.		
5.9	17-21-16 (26/9/21) Sutton Veny - SIDs	<p>The Parish Council are looking into purchasing a Speed Indicator Device that would be able to be moved across four different locations in the village. At this stage we are just trying to ascertain the cost of erecting four suitable poles on the verge at the side of the highway, close to the entrances of the village within the 30mph speed limit.</p> <p>Group agreed to move to priority 2 list until further discussions with other parties on SID installation have been carried out.</p>	<p>Linked to 5.3.</p> <p>Sutton Veny PC have met with Denise and Martin Rose and got quotes for SIDs.</p> <p>PC meeting early February to agree budget and confirm supplier.</p> <p>Nicki Spreadbury Clew confirmed they applied for SID and installation works all through Area Board grant, effective and speedy process.</p> <p>Discussion on school issues and TAOSJ process.</p>	2	
5.10	17-21-17 (6/10/21) Horningsham, Heavens Gate car park	Regular visitors to the Longleat Estate often park at the free car park across the road from the access path to Heaven's Gate. This is a dangerous crossing for pedestrians with traffic often approaching at dangerous speeds,	<p>Cllr Parks spoke on behalf of Horningsham PC Supports issue.</p> <p>Group agreed to move to priority 1 and allocate £1,000. PC to confirm</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		<p>seemingly unaware of the potential hazard of cars slowing to turn into the car park and numerous pedestrians.</p> <p>The Parish Council has been approached with asking if there is any possibility of applying for some safety measures, such as road markings and warning signs.</p> <p>Group agreed to move to priority 2 list until space on priority 1 list becomes available.</p>	contribution.		
5.11	17-21-18 (6/10/21) Horningsham village hall/Water Lane – virtual footway	<p>It has been brought to the attention of the Parish Council that pedestrians walking out of the village hall are now in danger due to the increased volume and speed of the traffic. It is requested that a white line be put in as a virtual footpath outside the hall as there is enough width within that road area to implement it.</p> <p>Group agreed to move to priority 2 list until space on priority 1 list becomes available.</p>	Group agreed to defer issue and leave on priority 2 list for now until resource becomes available for further investigation.	2	
5.12	17-21-14 (16/8/21) Upton Scudamore, A350 – Bus shelters	<p>The two bus shelters on the A350 at Upton Scudamore towards Warminster and Westbury, have no sides and passengers waiting are open to all the elements on a fast and busy road. It has become more apparent as School children now have to get the bus as opposed to a taxi pick them up.</p> <p>KD explained costs in region of £6,000-£7,000 and maintenance liability of replacing bus shelters.</p> <p>USPC have reviewed installation/maintenance costs and confirmed they wish to initially</p>	<p>Upton Scudamore explained bus shelter has no side panels and a missing back panel with many elderly villagers and students for Kingdown school using it.</p> <p>Cllr Parks supports replacement of this shelter. Photos showing state of shelter viewed.</p> <p>Philip Holihead supports scheme.</p> <p>Denise to arrange for removal of adjacent post which once housed a</p>	2	

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
		proceed with one shelter on the Warminster bound side of A350.	bin. Group agreed to move to priority 1 and allocate £5,250 with 25% contribution from USPC £1,750 to be confirmed. KD to go back to PC with shelter options for review in due course.		
6	New Requests submitted since last meeting				
6.1	17-21-20 (10/11/21) Copheap Lane, Warminster	<p>A resident has contacted the town council to raise the issue of road safety for pedestrians and cyclists on Copheap Lane. Residents have witnessed or experienced, speeding vehicles when crossing the lane. This has made it increasingly difficult to cross at the point where residents cross the road from the site of Shanley's recycling centre to access The Copheap, itself. This is made increasing more challenging for pedestrians as the there is a blind bend towards Imber Road. There have also been multiple sightings of vehicles overtaking other vehicles on the mini roundabout at the junction of Hillbourne Close. Cyclist have also report that speeding drivers have performed dangerous, very close overtakes in this narrower part of the lane as it nears Imber Road.</p> <p>Request for 20mph speed limit and/or crossing point to popular walking site of The Cophead.</p>	<p>Cllr Parks commented this has been discussed previously. Cllr Davis recalls many discussions including traffic calming but it's approved military route.</p> <p>Cllr Ridout commented on speeding being an enforcement issue for police. Not viable for 20mph due to military route and there are dangers to cyclists everywhere not restricted to this location only.</p> <p>Resurfacing and slight tweak to mini roundabout previously carried out.</p> <p>Heather Parks commented when clerk this was looked at multiple times, safe walking routes difficult to achieve. Never been able collect data to evidence speeding.</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
			<p>Cllr Macdonald commented no practical solution. Cllr Parks suggests for councillors to discuss SIDs and take back to town development committee.</p> <p>Philip Holihead suggested interventions such as CSW and SIDs will help to deter speeding.</p> <p>Group agreed nothing CATG can do at this stage.</p> <p>Remove and close.</p>		
	<u>17-21-21</u> (10/11/21) Kings Street, Warminster	<p>Residents of this road have contacted the town council to raise the issue of road safety for residents, pedestrians and cyclists on King Street. Residents have increasingly experienced, speeding vehicles cutting through from Fore Street to South Street – in both directions. The road has a significant narrowing halfway up the street – to 25 feet which makes the road a single car width. The road has a straight line of sight from top to bottom. Cars therefore speed increasingly using the road to cut through.</p> <p>Request for access only restriction on King Street, single speed hump sited at narrowest point of King Street and for the existing SLOW marking to be refreshed.</p>	<p>Cllr Fraser commented problems in the area using it as short cut and hitting building.</p> <p>Cllr Davis doesn't feel the requested actions will alleviate the problem for all residents.</p> <p>Cllr Macdonald commented it's not simply a short cut issue but danger for pedestrians and cyclists. Supportive of speed hump.</p> <p>Denise to refresh SLOW marking. Confirmed in the system to be done in due course.</p> <p>Previous CATG issue regarding overhanging building.</p> <p>Nicki Spreadbury Clew suggests</p>		

	Item	Update from previous meeting	Actions & Recommendations	Priority 1 – High 2 - Low	Who
			<p>traffic survey.</p> <p>Denise confirmed this was previously looked at as speeding issue with Martin Rose originally suggesting traffic survey.</p> <p>Group agreed Warminster TC to submit Traffic survey form.</p>		
7	AOB				
7.1	<p>78 High Street, Chapmanslade – road surface repairs required as deep pothole is damaging property. Cllr Parks and Denise Nott to resolve. Denise confirmed pothole will be filled and patched in due course.</p> <p>Cllr Parks mentioned format and budget might change to CATG. Corsley PC to put forward schemes for consideration in new financial year.</p>				
8.	<p>Agreement of Priority 1 schemes (Max 5 to be progressed at any one time) Note: Issues which are ‘Greyed out’ indicate schemes where orders have been issued but are awaiting implementation.</p> <p>Issues highlighted in Yellow are awaiting approval from the Area board</p> <ol style="list-style-type: none"> 1. 17-20-7 High Street, Maiden Bradley. 20mph limit and Gateway on B3092 - £7000 (CATG - £5250, Maiden Bradley PC £1750.00) 2. 17-20-9 A362 Corsley Heath – Speed Limit Review - £2500 (CATG £1875.00, Corsley PC £625.00) 3. 17-21-3 Park Lane, Heytesbury warning signs - £1,000 (CATG £750, Heytesbury PC £250) 4. 17-21-4 Heytesbury village various dropped kerbs in the village - £4,500 (CATG £3,375, Heytesbury PC £1,125) 5. 17-19-2 A36 / B390 Chitterne road marking improvements - £800 (CATG £800) 6. 17-21-9 A3098 Chapmanslade street lighting improvements - £6,000 (CATG - £4,500, Chapmanslade PC £1,500) 7. 17-21-10 Corsley, Sturford Lane Signing & Road Marking improvements - £1,200 (CATG - £900, Corsley PC £300) 8. 17-21-15 A350 Crockerton dropped kerb - £1,000 (CATG - £750, LDPC - £250) 9. 17-21-17 Horningsham Heavens Gate car park signing improvements - £1,000 (CATG - £750, HPC - £250) 10. 17-21-14 A350 Upton Scudamore bus shelter replacement - £7,000 (CATG - £5,250, USPC - £1,750) 				
9.	Date of Next Meeting - TBC via MS Teams				

Highways Officer – Kate Davey

1. Environmental & Community Implications

- 1.1. Environmental and community implications were considered by the CATG during their deliberations. The funding of projects will contribute to the continuance and/or improvement of environmental, social and community wellbeing in the community area, the extent and specifics of which will be dependent upon the individual project.

2. Financial Implications

- 2.1. All decisions must fall within the Highways funding allocated to Warminster Area Board.
- 2.2. If funding is allocated in line with CATG recommendations outlined in this report, and all relevant 3rd party contributions are confirmed, Warminster Area Board will have a Highways funding balance of **£908.52**.

3. Legal Implications

- 3.1. There are no specific legal implications related to this report.

4. HR Implications

- 4.1. There are no specific HR implications related to this report.

5. Equality and Inclusion Implications

- 5.1 The schemes recommended to the Area Board will improve road safety for all users of the highway.

6. Safeguarding implications – none.

Warminster CATG

BUDGET 2021-22

£14,905.00 CATG ALLOCATION 2021-22

(Previous years £15,226.00)

£11,668.53 2020-21 underspend

Contributions

Corsley PC speed limit assessment	£625.00	Confirmed
Maiden Bradley PC - 20mph limit and gateway	£1,750.00	Confirmed
High Street Bollards - Warminster TC	£178.67	Invoiced
Longbridge Deverill PC - Sand Street Jislon poles	£218.00	Invoiced
Warminster TC - Pound Street bell bollard & HGV signing/road markings	£1,250.00	Rejected
Upton Lovell PC - Manor Rd signing & road markings	£125.00	Invoiced
Warminster Boreham Rd resident for H bar markings	£150.00	TBC
Heytesbury PC - warning signs	£250.00	Confirmed
Heytesbury PC - various dropped kerbs	£1,125.00	Confirmed

Total Budget

£30,995.20

Commitments carried forward previous years

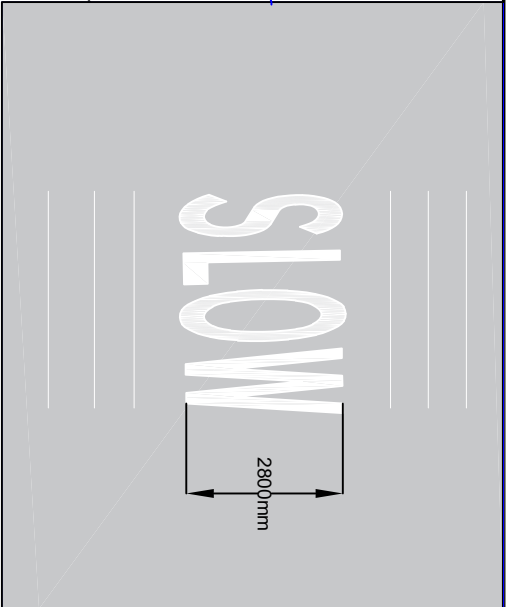
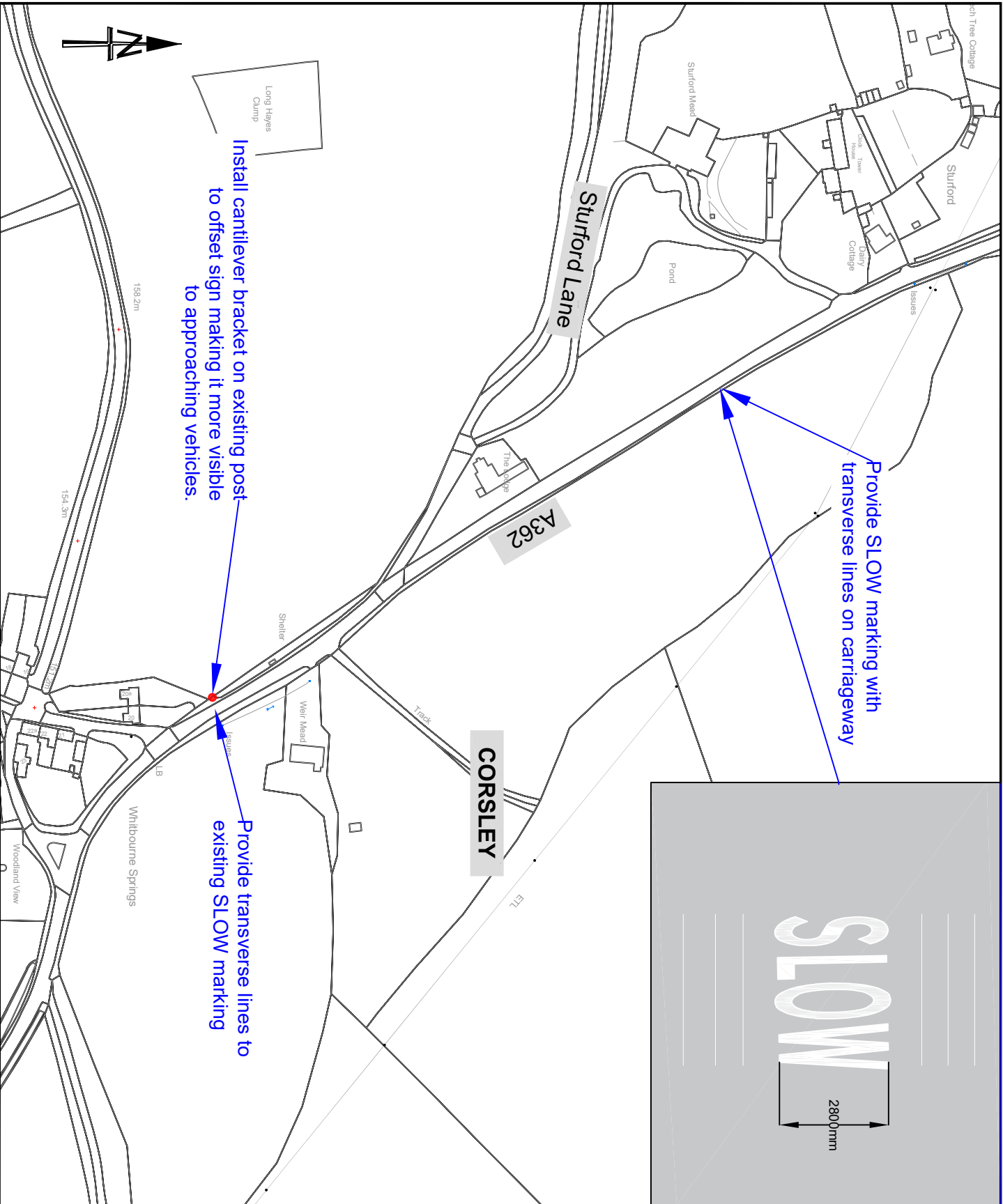
Longbridge Deverill Sand Street - Jislon poles	£872.00	Actual
Warminster Pound Street - Bell bollard & HGV signing/road markings	£5,000.00	Rejected

New Schemes 2021/22

A36 Codford High Street - Lorry Route Signs	£0.00	Awaiting HE feedback
Maiden Bradley - High Street / Back Lane 20mph limit. Gateway on B3092	£7,000.00	£4000 Speed Limit / £3000 Gateway (Land Owner to cut back hedge)
A362 Corsley Heath Speed limit assessment	£2,500.00	Estimate
High Street - 2 no. Manchester Bollards SL Corden to North Row	£714.68	Actual
Warminster Copheap Lane warning sign	£50.00	Estimate
Upton Lovell, Manor Road - Signing & Road Markings	£500.00	Actual
B390/A36 Knook junction road marking improvements	£800.00	Estimate 2022/23
Heytesbury, Park Lane warning signs	£1,000.00	Estimate 2022/23
Heytesbury village various dropped kerbs	£4,500.00	Estimate 2022/23

Total commitment **£17,936.68**

Remaining Budget **£13,058.52**



NOTES:

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Wiltshire Council (150040850) 2021

Wiltshire Council

Traffic & Network Management
County Hall, Bynessa Road, Trowbridge
Wiltshire, BA14 8JD
Tel: 0300 4560100
Website: www.wiltshire.gov.uk

DRAWING PURPOSE:			
REV	DATE	DRAWN/CHECK	APPROV
DESCRIPTION			
O	16/01/2021	KAD	...
ORIGINAL			
A			
B			
C			
D			
E			
F			

PROJECT:

WARMINSTER CATG SCHEME
A362 CORSLEY WARINGIN SIGNS

DRAWING TITLE:

PROPOSAL PLAN

SCALES	NOT TO SCALE	SHEET SIZE	A4
DRAWING No.	KAD/CORSID001	REVISION:	O
FILE REF:	L:\TTS\Warminster\CATG\Warmin1021-251A\WCSigns\PROPOSAL.dwg		

13 JAN 2022

Section 1 - Applicants details

Applicants Name (if more than 1 appl' 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.

BUSINESS SITE IS FRONTED BY LARGE GATES / DROP CURVE / ACCESS.
DOUBLE YELLOW LINES ON CURBSIDE NOW WORN / FADED.
VEHICLES PARKED ON OPPOSITE SIDE OF ROAD & ON CORNER
APPROACH PREVENT ACCESS TO SITE BY LARGER COMMERCIAL
VEHICLES. REPORTS OF EMERGENCY VEHICLES UNABLE TO GET
THROUGH.
THERE IS ALSO A SAFETY ASPECT - ESPECIALLY WITH VEHICLES
PARKED ON CORNER - NO RISK OF COLLISION OR WORSE. NO CLEAR
LINE OF SIGHT.

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

NUMBER OF SAFETY ISSUES

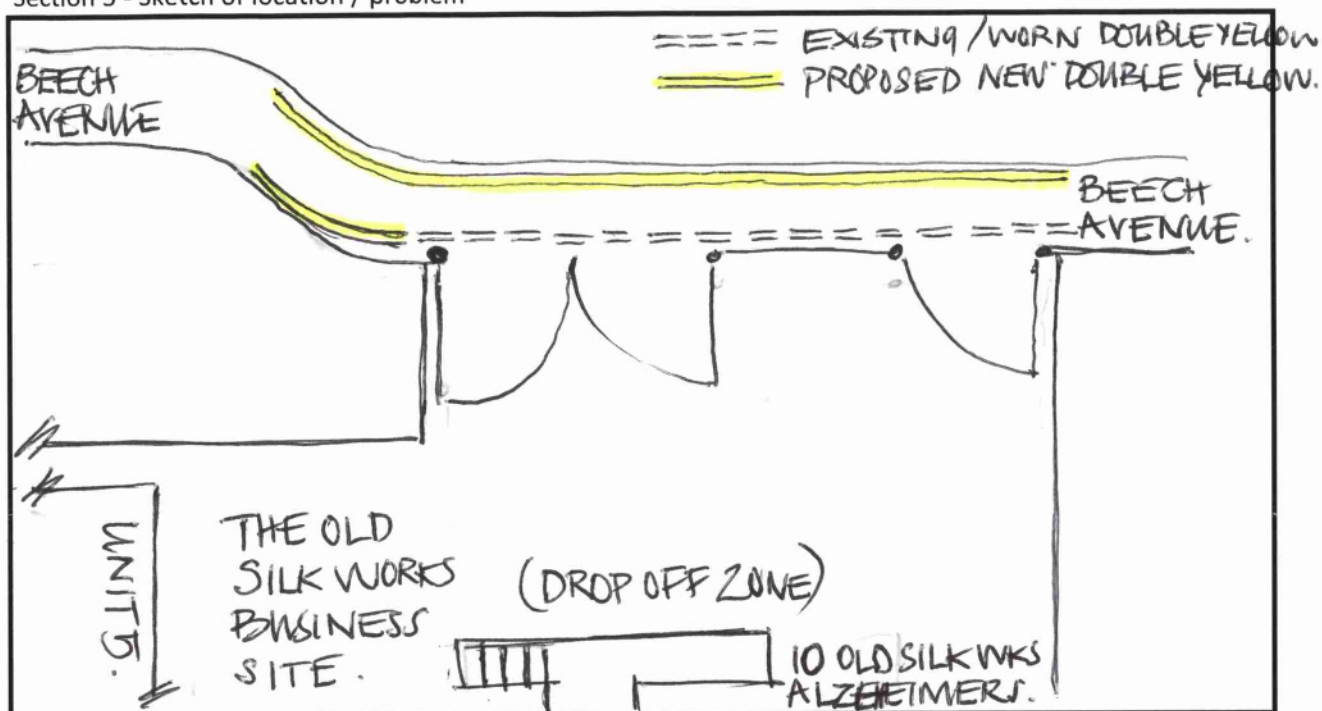
- CARS PARKED PARTIALLY ON ROAD & PAVEMENT. PEDESTRIANS STEP IN TO ROAD TO PASS & WITHOUT CLEAR LINE OF SIGHT.
- CARS PARKED ON CORNER RESTRICT VIEW OF ROAD & BUSY SITE ENTRANCE. RISK OF COLLISION
- CARS PARKED ON ROAD MAKE PASSING DIFFICULT / DANGEROUS & IN CONTEXT OF TRAFFIC COMING IN / OFF SITE.

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?

THERE IS AN ALZHEIMER'S DAY CENTRE ON SITE &
ONE OF THE CONDITIONS IS PROTECTED / SAFE ZONE FOR
DROPPING OFF / COLLECTING PATIENTS.
THIS IS COMPROMISED WITH FREQUENT BLOCKING OF
ACCESS.

Section 5 - Sketch of location / problem



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

Name: LOUISE COOPER	Address: Alzheimers Support, OSW, Beech Ave BA12 8LX
Signature: <i>[Signature]</i>	
Name: KATIE RYDER	Address: UNIT 5 B+C+D THE OLD SILK WORKS, BA12 8LX
Signature: <i>[Signature]</i>	
Name: LULU CAULEY	Address: UNIT 6-8 THE OLD SILK WORKS, BA12 8LX
Signature: <i>[Signature]</i>	
Name: PAUL ROBERTS	Address: UNIT 4B - THE OLD SILK WORKS
Signature: <i>[Signature]</i>	
Name: Steve Thirion	Address: unit. old silk works warminster
Signature: <i>[Signature]</i>	
Name:	Address:
Signature:	
Name:	Address:
Signature:	
Name:	Address:
Signature:	
Name:	Address:
Signature:	

Section 7

Applicants Signature:

Date: 08-01-2022

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 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?

-  Proposed new double yellow lines
-  Existing worn double yellow lines



Units

Old Silk Works Business Cite

Drop Off Zone

Unit 10
Alzheimers Day Centre



Sambourne Road/Gardens

Highways Improvement Request Form

Contact Details

Name:	DAVID GOULD	Date:	24/01/2022
Address:	WOODCOCK RD, WARMINSTER, WILTSHIRE,		
Telephone No:			
Email Address:			

Issue Details

Location of Issue:	WOODCOCK RD
Community Area:	Warminster <input type="text"/>
Parish or Town Council:	WARMINSTER
Nature of Issue: (Max 600 characters) ROAD SECTION FROM IMBER RAILWAY BRIDGE ON WOODCOCK RD TO ENTRANCE TO WOODCOCK LANE/ROBINS CLOSE. APPROX. 200 METRES. PARKED TRAFFIC CAUSING: 1. TRAFFIC JAMS FROM OLD POLICE STATION TO KINGDOWN SCHOOL. 2. DAMAGE TO VEHICLES OVERTAKING THE PARKED VEHICLES. SEEN MANY VEHICLES PAINTWORK AND WING MIRRORS HIT. 3. H AND SAFETY RISKS NEAR TO NEW CLOSE SCHOOL WITH THE YOUNG CHILDREN ON THE PAVEMENTS.	
How long has it been an issue?	MANY YEARS
What would you like done to resolve this issue? (Max 600 characters) MAKE THIS ROAD SECTION A DOUBLE YELLOW /NO PARKING ZONE.	
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	No <input type="text"/>

***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/mqParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only - Max 600 characters)

Dear Sir,

I am writing this due to my concern for residents and people who walk or cycle on Pound Street in Warminster.

The volume of traffic that use this road has increased considerably in recent years and, unfortunately, many drivers don't seem to understand how dangerous the road is and drive far too fast for the conditions: there are sections where there is no pavement and other sections where there is only a very narrow pavement so residents are unable to use their front doors without incredible care as cars drive past so close to the houses that if they stepped out of their house they would be knocked down.

Children walk to three different primary schools on this route; Princecroft, Sambourne and Minster are all in close proximity and children and parents walk this route- as a mother myself I must impress how frightening this is, especially in rush hour.

Yet this road still has a 30mph speed limit, even though it is the route to 3 schools. That there hasn't been an accident is amazing but I fear that a serious accident is not far away if something isn't done about the use of this road.

Pound Street is frightening for residents who live on this road and dangerous for pedestrians using it.

Please reduce the speed limit and introduce traffic calming measures before there is a serious accident.

Parking issues at Norridge View BA12 8TA



The Maltings Deliveries issues



Warminster Maltings Ltd
39 Pound Street
Warminster
Wiltshire
BA12 8NN

Tel: +44(0) 1985 212014
Fax: +44 (0) 1985 212015

12th November 2021

The Deputy to the Town Clerk
Warminster Town Council
Warminster Civic Centre
Sambourne Road
Warminster
Wiltshire
BA12 8LB

Dear Sirs,

Car Parking in Pound Street

Chris Robbins has advised me to address this letter to you, following the failure of my communication via your website.

I am writing to express my ongoing grave concern over the irresponsible car parking along the northern end of Pound Street which completely blocks the access of HGV's to the Maltings site.

The Maltings depends on up to 12 lorry movements per day for raw materials (barley deliveries) and malt dispatches, and there are consistently problems of access particularly between 7.00 am – 9.00 am. This ends up with my staff having to bang on numerous front doors to try and track down the offending vehicle owner, or as this morning, the HGV attempting the very hazardous option of exiting Pound Street along its southerly route.

Please may I urge your immediate intervention in the form of a "site inspection" and conversation, so that, at least, between us we can begin to explore some sort of solution.

I look forward to your response.

Yours faithfully

ROBIN APPEL
Managing Director



Cop Heap Update for the Dewey Trust Trustees & Warminster Town Council

Nigel Linge MBE

2 February 2022

The Memorial Path in 2017



The Steps & Gate in 2017



The Wood in 2017

Camps & Rubbish



Fallen Fences



Area Board Grant to Restore Fence & Insert Kissing Gates

Fence Replaced



Wood Edge Cleared & Dead Hedged



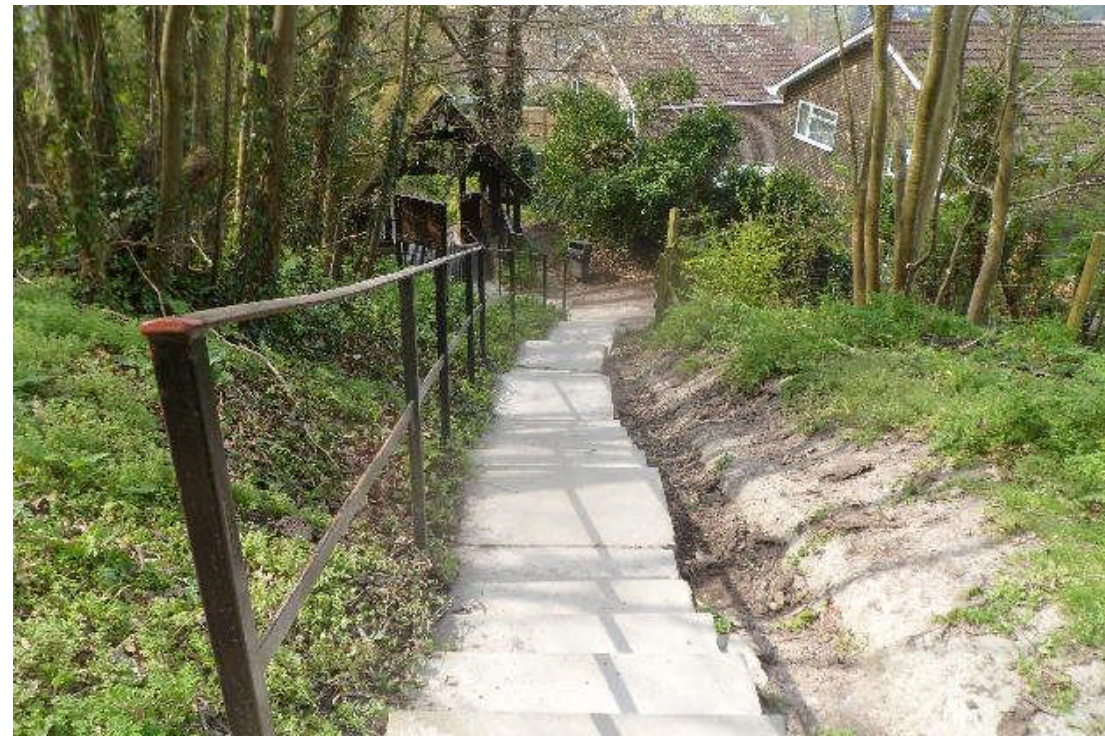
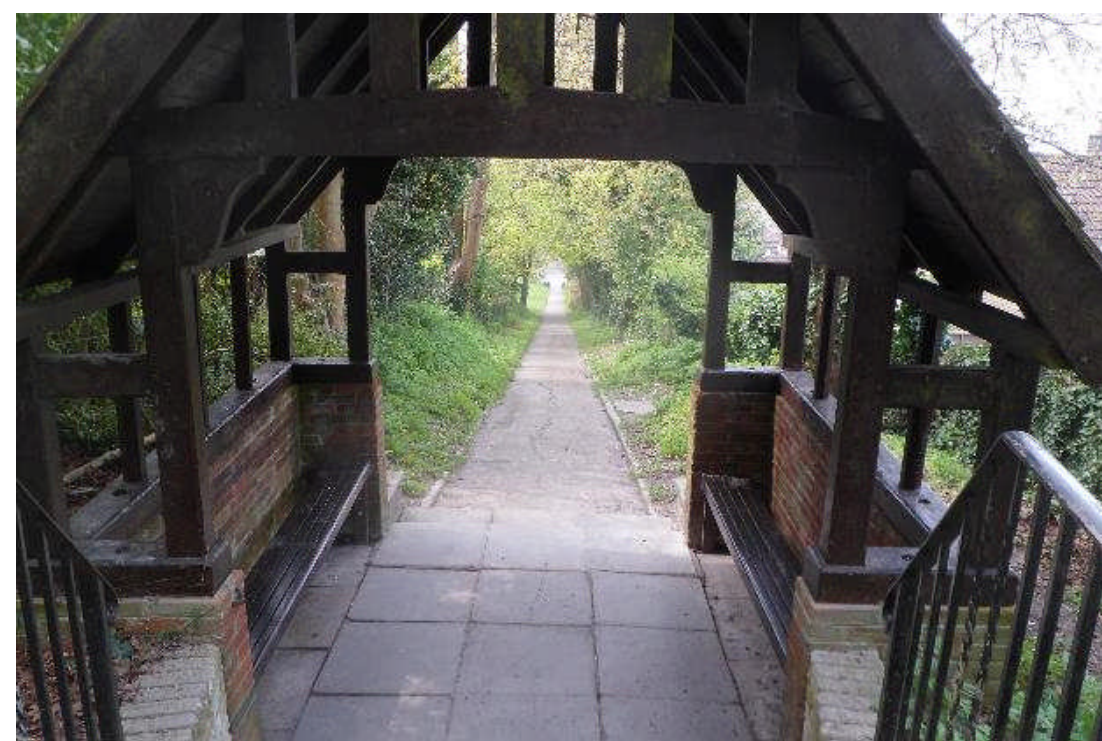


Clearings Opened in the Wood. John is holding a Trust Funded Tree Popper. Used to pull out roots.

Content

- This brief aims to bring the Trustees and Warminster Town Council up to date on developments at Cop Heap Memorial Wood.
- The wood was bought by public subscription in 1947 to serve as our second war memorial.
- The memorial path was laid by members of the Wiltshire Regiment Old Comrades Association and the Royal Artillery Association.

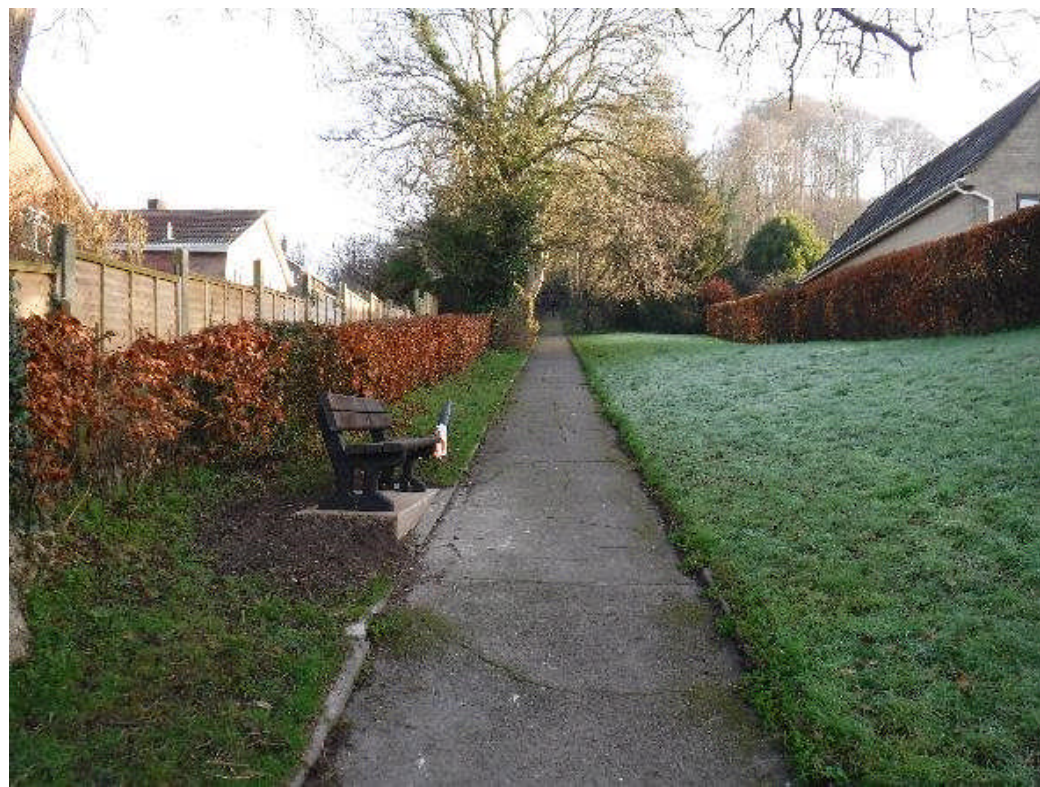
Steps, Lych Gate & Path Now Cleaned & the Site Litter Picked Monthly



The New Bin is Much Larger & Copes Well With the Heavy Demand



The New Bench & Our Leaf Blower



Wilts Council Funded Forestry Work (Wood is left on site as Habitat)



Woodcrete Nest Boxes

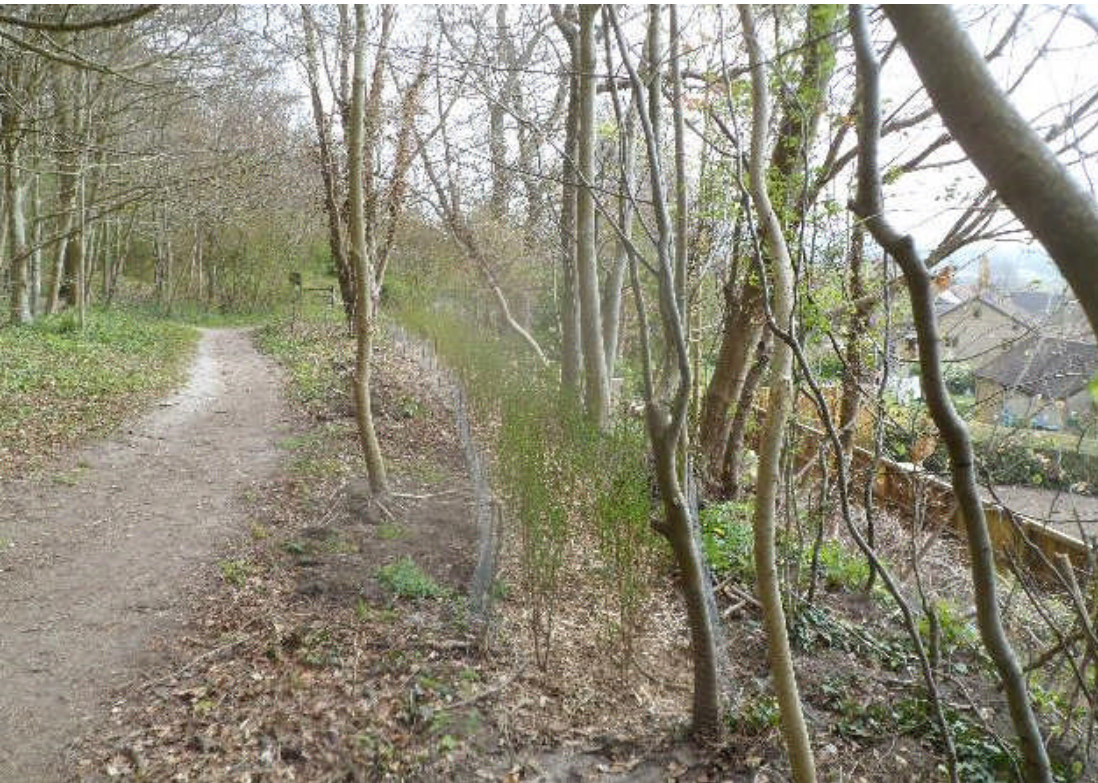
Surveyed, Cleaned & Bedding Replaced

By Harriet James & Friends from Sustainable Warminster



Restoring Damage With Wiltshire Council Countryside Access Officers

**A Neighbour Encroached on the Wood,
Felled Trees & Planted a Hedge**



**Smallbrook Volunteers & Sustainable
Warminster Helped WC Plant New Trees**



Looking Forward

- The wood is healing itself after gale damage in the past 30 years.
- It is proposed to just keep it safe and presentable.
- However, we would like to introduce bluebells and buy a powerful cordless strimmer as the central path is too steep for our mower.
- I am pleased to use the remaining money from our last grant for those purchases.
- Thank you for your time!
- The END

Minutes

CCTV Sub-Committee

Tuesday 14th September 2021 at 10.00am
Held at Warminster Civic Centre and hybrid via
Microsoft Teams

Membership:

Cllr Davis (Chairman) Wiltshire Council (Warminster)	*	Cllr Suzanne Wickham Wiltshire Council (Westbury)	A
PC Victoria Howick Wiltshire Police	A	Peter Sammons West Wilts Trading Estate	*
GSO Adam Pamment Warminster Garrison	A	GSM Michael Martin Warminster Garrison	A
Dave Deacon Local Business	*	Deborah Urch Westbury Town Clerk	A
Cllr Sheila Kimmins Westbury Town Council	*	Cllr Allensby Warminster Town Council	*
Cllr Fraser Warminster Town Council	*	Cllr Macdonald Warminster Town Council	*

Key: * Present A Apologies AB Absent

In attendance:

Officers: Tom Dommett (Deputy Town Clerk) Stuart Legg (Parks and Estate Manager), Mark Chalmers (CCTV Supervisor)

TV/21/010 Apologies for absence

Apologies for absence were received from Adam Pamment, Michael Martin, PC Howick, Cllr Wickham, Deborah Urch.

TV/21/011 Minutes

TV/21/011.1 The Minutes of the meeting held on the Tuesday 13th July 2021 were approved.

TV/21/011.2 Matters Arising - None

TV/21/012 Accounts

The accounts for the year to 31/7/2021 were **noted**.

TV/21/013 Partner Feedback

None

TV/21/014 Maintenance Contracts

It was noted that repairs to cameras were becoming harder as spare parts were difficult to find and often had to be sourced from other old cameras.

TV/21/015 CCTV Report

TV/21/015.1. The activity report for Warminster and Westbury for 2021 Year to Date was discussed.

TV/21/015.2 The CCTV Supervisor updated the subcommittee on general staff/volunteer matters.

TV/21/015.3 There were no other updates from the CCTV Supervisor. The Sub-Committee thanked the supervisor for the comprehensive nature of his report.

TV/21/016 CCTV Health Check and CCTV Planning for the Future

The Instrom review will commence on the 21.09.21. It will review the existing set up providing a report within a month.

An extraordinary meeting of the CCTV Sub-Committee will be convened to discuss the report when received.

TV/21/017 Charges for insurance reviews

It was agreed that all future requests from insurance companies requiring footage of RTC,s, criminal damage etc will be charged £100 +VAT.

TV/21/018 Updating of the CCTV Partnership Memorandum of Understanding

The Sub-Committee agreed that the three partners meet to discuss how the memorandum may be updated.

TV/21/019 Any Other Business

The importance of maintaining positive press coverage of CCTV was emphasised.

Date of future meetings:

14th December 2021

15th March 2022

The meeting closed at 10.47 am

Town Development Committee – 28th February 2022

Briefing Note on Speed Indicators Devices

Speed Indicators Devices (SID's)

Speed Indicator Devices (SID's) measure the speed of approaching vehicles, typically with radar, and display the measured speed, often with a smiley or frowning face. They can be temporary or permanent installations, used at speed-sensitive locations to reduce vehicle speed. SID's are not intended to directly enforce speed limits, but rather to inform motorists and modify their driving behaviour, either when approaching a danger zone or to generally comply with the speed limit.

SID's are sometimes suggested by as a panacea to the problem of speeding traffic, whereas

Restrictions

It is important that traffic is controlled and managed in a consistent and defensible way that also promotes the very best guidance and good practice around road safety. One cannot simply erect SID's where ever one wishes.

SIDs should comply with the Department of Transport's advice on their use.

- SIDs should be placed on a relatively straight stretch of road to allow the radar device to accurately judge the speed of approaching motor vehicles
- There must be a suitable post at the location to affix the sign to
- Only used at locations where the speed limit is 20, 30 or 40 mph

Before the decision to install vehicle activated signs is made, it is important to undertake an audit of existing furniture, fixed signs, road condition and road markings to assess their standard and condition.

It is not recommended that vehicle activated signs are deployed unless it is clear that the problem cannot be remedied by improving the fixed signing. It should also be noted that vehicle activated signs are not a substitute for conventional signs and they should therefore only be used sparingly. Detailed accident investigation should also be undertaken to identify the dominant accident patterns and confirm that vehicle activated signs are an appropriate remedial measure. Site selection should also take into consideration the number of speed-related accidents and particularly inappropriate speed for the conditions, for example, on the approaches to bends and junctions. Monitoring of traffic speeds should be undertaken to establish that a problem with inappropriate speed exists

Effectiveness of SID's

There seems to be very little study into the effectiveness of SID's and even as to what effectiveness would mean.

Although some studies suggest that SIDs have some impact by reducing vehicle speeds by a few mph, studies have also shown that as, over a period of time, drivers

become accustomed to the sign their speed slowly increases. This is known as the 'novelty' effect or 'sign blindness'. This had led to the common practice of SID's being moved every two to three weeks, with no return to the same location within three months.

Financial Implications

Although SID's can be purchased for a moderate cost - £2-3,000 pounds, a decision would have to be made as to whether to get battery or solar powered versions. In addition there is the labour cost of placing and removing the SID's on a rota basis. Staff would also have to be trained in Chapter 8 Regulations (The Department of Transport codes of practice in place that are intended to help people safely carry out signing, lighting and guarding of street works and road works on all highways and roads)

Wiltshire Wide

The Police and Crime Commissioner (PCC), Philip Wilkinson is currently trying to ascertain further information regarding Speed Indicator Devices operated and maintained by town and parish councils across the county. One of the PCC's key areas of focus is Road Safety and meetings have been established with all Community Speed Watch (CSW) teams in the hope of better coordinating them with the work of Wiltshire Police.

An area of valuable information that might help this exercise is thought to be the amount of data recorded by Speed Indicator Devices (SIDs). Towns and Parishes have been asked to provide information which is being collated on behalf of the PCC.

The information will be handed to Community Speed Watch HQ Wiltshire who will then contact Parish Councils and ask if they are willing to share their SID data with CSW and Wiltshire Police.

Going forward it is hoped that SID data can be gathered on a regular basis and consolidated according to Community Policing Team (CPT) areas in Wiltshire. CSW and CPT representatives can then meet periodically to agree which locations have major Road Safety concerns and focus Wiltshire Police resources accordingly.

Members will be kept informed of the progress of the Wiltshire Review of SID's.

Members to resolve to:

Contact Wiltshire Council for a comprehensive set of existing Metro Counts which might be used to support SID's in Warminster

Contact Wiltshire Council for their latest criteria and advise on installations of SID's
Ask Members to notify the Town Clerk of any locations they feel would benefit from SID's

Warminster Town Centre Survey of Businesses Report 2021

A Survey of Businesses has been undertaken in Warminster Town Centre in each of the last 11 years, initially through Action for Market Towns annual benchmarking, then as continued by People & Places Insight, in 2019 as part of a pilot project for the County co-ordinated by Wiltshire Council, and for 2020 & 2021 under our own initiative.

The report shows the commercial offer in Warminster in October 2021. To enable comparisons to be made year on year, the surveys have been undertaken by consistently using the same criteria. Each commercial unit is assessed as to its Planning Use Class and only ground floor premises are included.

Appendix 1: Map showing the extent of the town centre area that is surveyed.

Appendix 2: Defines the range of commercial activity covered by each Planning Use Class

Appendix 3: Guide to Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020 – effective from August 2021

The detailed 2021 Survey Results have been separately published, and provide the statistical base for the report

Survey Results 2011 – 2021

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
A1	112	111	115	110	106	112	113	112	114	115	111
A2	28	27	29	32	28	28	22	19	20	20	18
A3	13	13	14	13	11	11	11	12	12	14	15
A4	6	6	5	6	6	5	7	7	7	7	5
A5	10	8	9	10	9	9	11	10	8	8	9
B1	2	1	1	1	1	1	1	1	1	1	0
C1	1	1	2	1	1	1	1	2	2	2	2
D1	11	13	14	13	15	14	14	14	14	14	15
D2	3	2	2	2	2	1	2	3	3	3	3
SG	12	11	11	12	12	15	15	15	15	15	13
Total Trading	198	193	202	200	191	197	197	195	196	199	191
Vacant A1 - A5	22	26	17	14	23	18	17	22	22	18	21
Vacant Other	0	0	0	0	0	0	2	1	2	1	5
Total Units	220	219	219	214	214	215	216	218	219	218	217

Use Class A1	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Multiple	27	27	25	26	27	31	35	34	28	34	
Regional	13	16	14	13	13	14	13	15	17	16	
Independent	67	63	70	65	60	61	65	63	69	65	
Totals	112	111	115	110	106	112	113	112	114	115	111

Charity Shops in Use Class A1	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Charity Shops	7	7	8	8	8	8	10	11	12	10	

Comment

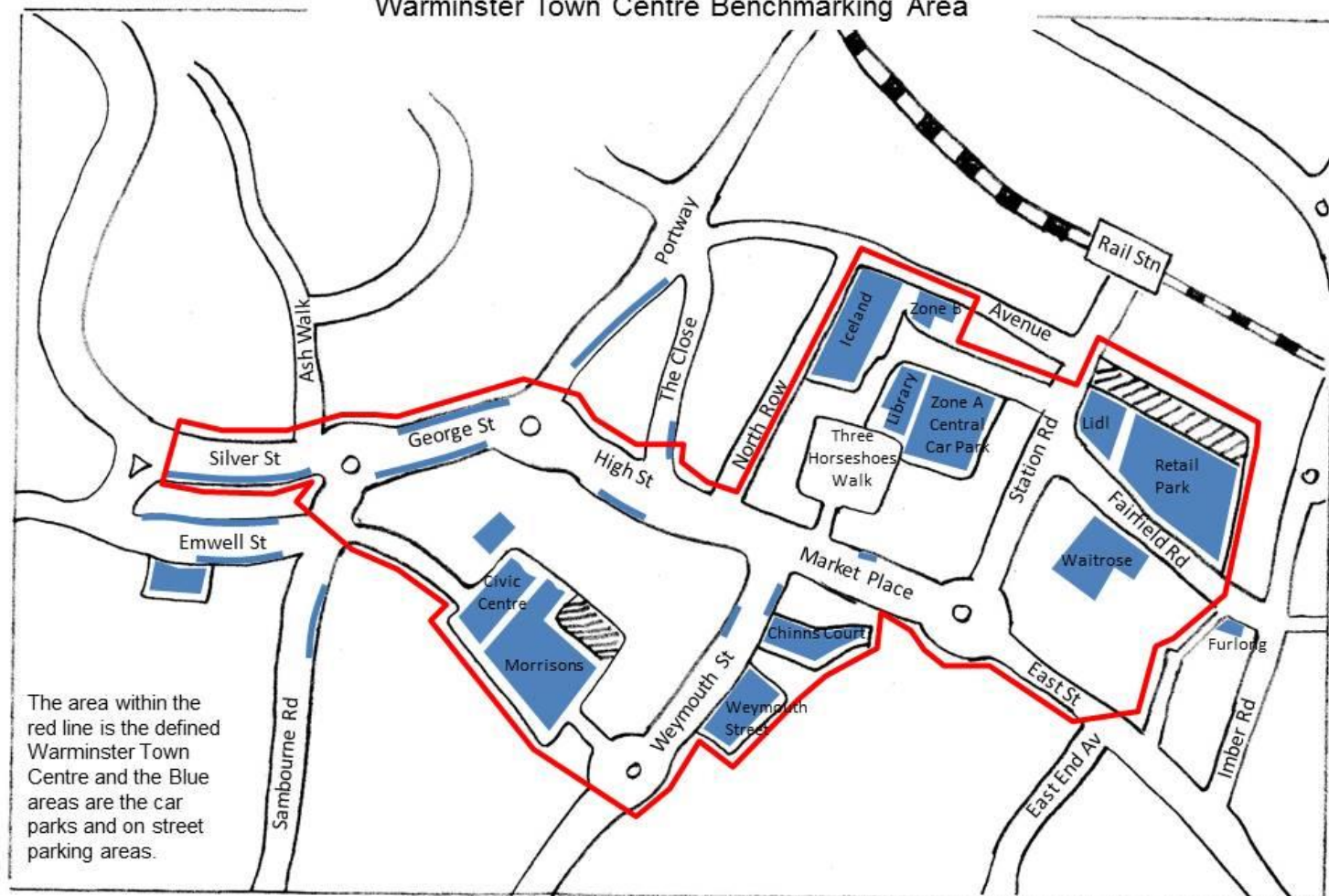
Over the 11-year period the commercial offering in Warminster has remained stable. Businesses have come and gone, and statistically there has been little change. However, throughout the period there have been changes in the overall offer that have become more noticeable in the last three or four years. We have recorded the loss of shops selling merchandise such as gift shops, and an increase in barbers, hairdressers, health and beauty treatments, and funeral directors. The number of Financial and Professional Services providers have markedly reduced with the town experiencing the closure of banks (Co-op, HSBC, NatWest, and Barclays), estate agents and insurance brokers. Over the 10 years the number of charity shops has increased from 7 to 10. However, the short, medium, and long-term impacts of Covid-19 will inevitably continue to reshape Warminster town centre. Several major closures since last year's report include, Barclays Bank and Edinburgh Woollen Mills, and The Old Bell, and The Organ Inn remain closed as new tenant landlords are awaited.

Feedback

Each year these reports have been compiled by a small Surveying Team from the Economy and Tourism Group of the Warminster and Villages Community Partnership. The Group would welcome feedback on this year's findings and views on future town centre surveys.

Appendix 1

Warminster Town Centre Benchmarking Area



Appendix 2 – Town and Country Planning (Use Classes) Order 1987

Class	Type of Use	Class Includes:
A1	Shops and Retail Outlets (customers principally to be “visiting members of the general public”)	Shops, retail warehouses, hairdressers, travel and ticket agencies, post offices, pet shops, cold food for consumption offsite, showrooms, domestic hire shops, dry cleaners, funeral directors, florists, tyre fitters and internet cafes
A2	Financial and Professional Services (clients/customers to be as per A1)	Financial services such as banks and building societies, professional services (other than health and medical services) including estate and employment agencies, insurance brokers
A3	Food and Drink	Food and drink either to be consumption on site, or for hot food on or offsite - restaurants, snack bars and cafes
A4	Drinking Establishments	Public houses, wine bars or other drinking establishments (but not nightclubs)
A5	Hot food and Takeaway	Sale of hot food for consumption off the premises
B1	Business	Offices (other than those that fall within A2) research and development of products and processes, light industry appropriate to a residential area without damaging the “amenity of that area”.
B2	General Industrial	Use for industrial process other than one falling within class B1 (excluding incineration purposes, chemical treatment or landfill or hazardous waste) Includes Garages offering car repairs, Car Valeting
B8	Storage and Distribution	Warehouses, distribution centres, open air storage
C1	Hotels, Boarding Houses and Guest Houses	Hotels, boarding and guest houses where no significant element of care is provided (excludes hostels)
C2	Residential Institutions	Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres.
C2A	Secure Residential Institutions	Use for a provision of secure residential accommodation, including use as a prison, young offenders’ institution, detention centre, secure training centre, custody centre, short term holding centre, secure hospital, secure local authority accommodation or use as a military barracks.

D1	Non-residential institutions	Medical or health services, clinics, health centres, crèches, day nurseries, day centres, premises for education, schools, art galleries (other than for sale or hire), museums, public libraries and reading rooms, public or exhibition halls, places of public worship or religious instruction, church halls, law courts. Non-residential education and training centres.
D2	Entertainment and Leisure	Cinemas, music and concert halls, bingo halls or casinos and dance halls, swimming baths, skating rinks, gymnasiums or “area for indoor or outdoor sports or recreations not involving motorised vehicles, or firearms”.
SG	Sui Generis ("unique" establishments)	Theatres, hostels providing no significant element of care, scrap yards. Petrol filling stations and shops selling and/or displaying motor vehicles. Retail warehouse clubs, nightclubs, launderettes, taxi businesses, amusement centres, casinos, haulage yards, transport depots, veterinary clinics, dog parlours, tanning and beauty salons and tattoo studios.

Appendix 3:

Changes made to the classification scheme for different uses of property to provide flexibility for developers in England at a time when there is a need to repurpose town centres and high streets.

The amendments made to planning regulation largely took effect from 1 August 2021.

Changes to use classes

The Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020 amend the Town and Country Planning (Use Classes) Order 1987 and introduce significant changes to the system of 'use classes'.

In force from 1 August 2021, subject to certain transitional provisions, the core changes include the recalibration of the classification of uses of property. Classes A, B1 and D1, applicable to retail, office and non-residential institutions and assembly and leisure uses respectively, are removed and new use classes introduced in their place. The new Class E encompasses commercial, business and service, while the new F.1 and F.2 apply to learning and non-residential institutions and local community use respectively.

In addition, some uses which were previously given their own use class have been moved into the 'sui generis' category, meaning they will from now belong to no specific class. Changes to and from these uses will be subject to full local consideration through the planning application process.

The residential (C classes), general industrial (B2) and storage and distribution (B8) use classes remain unchanged, except for a new cross reference in the B2 class to the new Class E ‘commercial’ use class.

The table below provides a brief summary of how uses will be reclassified from 1 August 2021:

Use	Use class until 31 July 2021	Use class from 1 August 2021
Shops	A1	E
Financial & Professional Services	A2	E
Food & Drink (mainly on the premises)	A3	E
Business (office, research and development and light industrial process)	B1	E
Non-residential institutions (medical or health services, crèches, day nurseries and centres)	D1	E
Assembly and Leisure (indoor sport, recreation or fitness, gyms)	D2	E
Non-residential institutions (education, art gallery, museum, public library, public exhibition hall, places of worship, law courts)	D1	F.1
Shop no larger than 280sqm (selling mostly essential goods and at least 1km from another similar shop); community hall, outdoor sport/recreation area, indoor or outdoor swimming pool, skating rink	A1	F.2
Public House, wine bar, drinking establishment	A4	Sui generis
Hot Food Takeaway	A5	Sui generis
Cinema, Concert Hall, Bingo Hall, Dance Hall, Live music venue	D2	Sui generis

Why have the changes been made?

The government has said that the main driver of change has been the need to enable a repurposing of buildings on high streets and town centres. The new Class E allows for a mix of uses to reflect changing retail requirements. It will allow a building to be used flexibly by having a number of uses taking place concurrently or by allowing different uses to take place at different times of the day. Changes to another use, or mix of uses, within this class will not require planning permission.

The new concept of 'Local Community' uses – Class F2 – has been introduced to ensure important community facilities are protected through the planning system. Again, changes of use within this class do not require planning permission.

Transitional provisions and new guidance

The new regulations contain some detailed transitional provisions which will affect how and when changes take effect in practice.

Move from existing to new use classes

From 1 August 2021 onwards, if a building or other land is being used in a way falling within Class A1 (shops), A2 (financial and professional services), A3 (restaurants and cafés) or B1 (business) then it will be treated as though it is being used for a purpose specified in the new Class E. Change of use to another use within Class E will be allowed without the need for planning permission.

If the building is not being used or occupied for the use permitted under an existing planning permission, it will need to be brought into that use before it can then change to another use within Class E.

Changes of use between use classes permitted under The Town and Country Planning (General Permitted Development) (England) Order 2015

From 1 September 2020 until 31 July 2021, change of use permitted development rights set out in the GPDO will continue to be applied based on the existing use classes, as they exist on 31 August 2020. New permitted development rights will be introduced from 1 August 2021.