

14th February 2017

YOU ARE HEREBY SUMMONED to attend a MEETING of the HIGHWAYS, PLANNING & DEVELOPMENT COMMITTEE to be held at THE LAVERTON, BRATTON ROAD, WESTBURY, on MONDAY 20th FEBRUARY 2017 at 7:00pm.

Yours faithfully

Town Clerk

Public Forum

Register between 6:50pm – 7:00pm
Maximum Input per Person – Strictly 5 minutes
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk
at least five working days prior to the Meeting.**

A G E N D A

1. **TO RECEIVE APOLOGIES** (if any) **AND REASONS AND APPROVE ABSCENCES**
2. **DISPENSATIONS.**
3. **DECLARATIONS OF INTEREST** (if any) **AND REASONS.** (Members must be diligent regarding their interests.)
4. **MINUTES.** To confirm and sign the Minutes of the Committee Meeting held on 16th January 2017 (see attached).
5. **UPDATE ON ACTIONS FROM PREVIOUS MEETING MINUTES**
The following items are for information purposes only:
(Note: no decisions can be taken.)

Minute ref	Subject	Action	Update	Further action required or closed
P.4398	Permanent Traffic	Awaiting quotes from traffic survey	The Clerk has contacted	See agenda item: 11

	Monitoring	companies.	recommended companies for quotes	
P.4401	Footpath at Mill Lane	The Clerk has contacted Rights of Way Officer at Wiltshire Council, Paul Millard.	The Clerk emailed Paul Millard on 14.02.17.	The Clerk is awaiting a response.
P.4404	Car parking Westbury station	The Clerk to also write to APCOA Parking Ltd who operate the car park on behalf of Network rail.	The Clerk has written to APCOA and received a letter stating they are NOT the owners of the car park, they just manage it on behalf of GWR.	Still awaiting a response from GWR.
P.4338I	Aldi Street Lights	Clerk still chasing. Cllr King will talk with case officer.	This has now been lodged with Wiltshire Council enforcement to investigate, ref: 17/00092/ENF	
P.4423	Proposed Traffic Regulation Order for Consultation	Comments forwarded	Wiltshire Council have advised that objections have been received. Details of all letters of objection or support will be considered in a report placed before the Cabinet Member for Highways and Transport.	Wiltshire Council will contact us again when a decision has been made regarding this proposal.

6. REPORT BY WILTSHIRE COUNCILLORS (if any). **Wiltshire Council matters only.**
(Members wishing to ask questions of the Wiltshire Councillors are requested to give prior notice to the Councillor concerned or to the Clerk for onward transmission.)

7. CHAIRMAN'S COMMUNICATIONS.

- Draft Wiltshire Playing Pitch Strategy – see attached for noting

8. PLANNING DECISIONS.

To note Planning Decisions made by Wiltshire Council. (See Schedule I attached.)

9. PLANNING APPLICATIONS

To consider Applications received from the Development Manager West, Wiltshire Council, up to the 20th February 2017 and to make such observations thereon as the Committee may decide. (See Schedule II attached).

10. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 16th January 2017

Car parking – Recommendation that subject to offer from Wiltshire Council HP&D adopts 2 hr free car parking

Proposal:

TIG recommends to accept Wiltshire Council's offer of two-hour free car parking at a cost of £35,727 in the High Street – short stay zone.

Background:

(See document attached, circulated from Wiltshire Council). The Town Improvement Group made an enquiry to Wiltshire Council regarding free car parking in the High Street in direct response to the greengrocer closing in November 16 and comments received from other business.

Recommendation:

TIG recommends 2-hour free car parking at a cost of £35,727 to Town Council on 6th March 2017

NP – feedback to HP&D once Wiltshire Council has confirmed receipt of the Town Councils application.

11. NOTICE of MOTION from Cllr I CUNNINGHAM dated 13th February 2017 (see attached)

Traffic Survey

Recommendation:

That this committee recommends that Westbury Town Council commissions its own longer term traffic survey (at least 7 days) on the Warminster road just before the junction with Haynes road to determine:

- 1) Traffic flows
- 2) Number of HGV/Heavy vehicles

This data would then be owned by the town council and available to all its committee and working groups.

A 7-day survey from Tracsis would cost £495 and this could be funded from EMR (Highway Safety £1450)

Clerk making enquiries as to the cost of a 30-day survey and will provide an update at the meeting.

This committee recommends a suitable week for the survey to take place on

12. INSTALLATION OF BOLLARDS – HIGH STREET, WESTBURY (see attached)

To agree any dates in April/May/June that installation should be avoided.

13. HIGH STREET / ROTUNDA PROJECT – UPDATE by Chairman (see correspondence attached from Robert Murphy)

14. APPLICATION from JOHN LAWSON (non-animal) CIRCUS to use PENLEIGH PARK (see attached).

To decide if Westbury Town Council agrees with the application or has any concerns or observations to raise to Wiltshire Council.

15. CATG ISSUES FOR CONSIDERATION (see attached for full details):

Issue Number:	Area:	Issue:	Would like to resolve issue:
4814	Bratton Road	Speeding Vehicles	Slow down sign
5121	Westbury Leigh	Unable to see oncoming vehicles	Installation of a mirror
5104	Slag Lane/ Station Road	Roundabout on a slope causing potential danger to houses.	Installation of barrier
5130	Bratton Road	Lack of footpath to White Horse viewing area	New footway.
5090	Primmers Place	Parking Issues	Suggest an evaluation of a parking scheme
This was deferred from the last meeting to allow councillors to arrange their own site visit and to discuss again at the next meeting.			

16. CATG UPDATES FOR NOTING:

Issue Number:	Issue:	Update:
4836	Parking on pavements at Bashkir Road	At HP&D 21.11.16 we referred this issue to the Police and they have responded saying, if vehicles are parked on the pavement and there's enough room for a pushchair or a wheelchair they cannot deal with it as there's no obstruction. If a vehicle is parked on the pavement and causing an obstruction, they will deal with it.

17. HIGHWAYS CORRESPONDENCE / MATTERS:

- a) Temporary Road Closure: A350 - Part (see attached) – To Note
- b) Temporary Road Closure: B3098 – Part (see attached) – To Note
- c) Councillors Briefing Note 319 – Rights of Way (see attached) – To Note

18. CLERK'S CORRESPONDENCE:

- a) Great British Spring Clean (see attached)
- b) Email from David Davis (see attached)
- c) National Farmers Union Better Farming & Better Planning Leaflet (see attached)
- d) ID Verde have offered a list of trees for planting (see attached). To decide if we wish to plant any trees
- e) Emptying of litter bins (see attached) – To Note
- f) Reminder that the annual Town and Parish Council Highway Evening Meetings draft dates are:
 - 15th May 2017 – County Hall, Trowbridge
 - 17th May 2017 – Monkton Park, Chippenham
 - 23rd May 2017 – City Hall, Salisbury
 - 24th May 2017 – Kennet House, Devizes

19. **MONTHLY STATEMENT:** To note January statement (to be circulated at the meeting).

20. **BUDGET BIDS**

21. **WORKING GROUPS' REPORTS:**

a) **Play and Leisure Facilities Working Group:**

b) **Street Scene Working Group:**

c) **Town Improvement Group:**