

## Westwood Road Safety, 20mph zones and Community Speed Watch (CSW) [Westwood is a parish in the county of Wiltshire]

### A history in the Parish Council minutes

These matters have been widely discussed within the village since 2010 and have often been contentious. Formal records of these developments have been recorded in the Parish Council (PC) minutes. However, it can be time-consuming to find and follow discussions of particular issues that carried over many months. For the convenience of parishioners, all the minutes concerning Westwood road safety, 20mph speed limits and CSW have been brought together in this single, searchable file.

The minutes are in chronological order and form a continuous narrative of how we got to where we are today - and who said what, when and why. They start with the minutes of the meeting on December 2009 and end with the minutes of the meeting on 3 March 2014 by which time 20mph zones had been created and a CSW team was operational. Formal reporting of CSW in the minutes continues on a (mostly) monthly basis. Note that there is no meeting (and thus no minutes) of the PC in August.

Significant milestones include:

1. Presentation of a village safety plan by a 'lobby group' - February 2010. The slides from the presentation are in a separate pdf entitled "Westwood Road Safety Campaign" [WCRSC].
2. Monitoring the speed of traffic through the village using the 'metrocount system' - May 2010; December 2012
3. Discussion about WCRSC - July 2010
4. 20 mph Speed Limit trial - October 2012
5. Formal Traffic Road Order [TRO] - Sept 2013
6. Formal adoption of CSW - January 2014

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[http://www.westwoodparish.co.uk/westwood\\_parish\\_council.php](http://www.westwoodparish.co.uk/westwood_parish_council.php)

Cllr Alan Wheals  
Monday, 01 December 2014

## 7 December 2009

### Environmental.

The Clerk reported that Wiltshire Council had completed its Speed Limit Review and had issued the report in the form of a CD. The Clerk was asked to place the CD on circulation to all councillors.

The Council noted that a 'flyer' had been delivered around the village in relation to a campaign for a village-wide 20 mph speed limit. The Council presumed that this had been produced by the residents who had made representations to the Council some weeks ago at the Public Adjournment. The Council observed that the 'flyer' appeared only to address a reduced speed limit whereas the Council had understood that various road safety measures were to be examined in order to improve safety in the village.

## 1 February 2010

### **4. Westwood Community Road Safety Campaign (WCRSC).**

The Chairman, Cllr. Robertson, opened this Agenda item with the following statement (*shown in italics*) that he read out to the meeting:

*I'd like to begin by thanking Mr. Richardson and the Road Safety Campaign for the work they have done in and around the village to understand the feelings towards road safety. It has clearly been a major undertaking and is an issue about which many people feel very strongly. As we said in the current issue of the Update, the Council welcomes any efforts to improve safety within the village. However, for the benefit of villagers, both at this meeting and not, I feel it is important to clarify a few points as to what the Parish Council can and cannot achieve.*

*Back in October, Mr. Richardson, together with some other parishioners, attended the Parish Council meeting to highlight their concerns about speeds through the village. As a result of this, the Parish Council suggested that a working group was set up, with Mr Richardson and Mr Humphries amongst others which would be coordinated by Cllr. Parker who lives very close to the pinch point in Lower Westwood so had a particular interest in this issue. The purpose of this group, as I stated at that October meeting, was to formulate suggestions as to how safety could be improved which would then be reported back to the Parish Council for action. I believe, having spoken to Cllr. Parker, that one meeting of this group did take place with agreement that they needed to meet again for further discussion. However, no further meetings took place. Instead, Mr Richardson and Mr Humphries then worked on the survey themselves as has just been reported. This means, therefore, that this meeting is the first opportunity that the Council have had to discuss these findings. It was for this reason, rather than any suggestion of censorship, that the Parish Council, having been asked for their opinion by the editor, felt it was inappropriate to publish the findings in the Westwood Update. The Update is funded by the Parish Council as a service to the village but the Council must ensure that it does not publish material that could be seen as contentious or binding before the whole council has had a chance to discuss it. In addition, it was felt that the length of the proposed article – 2 sides – would substantially increase the cost of the Update. We believed that a summary of the findings, together with feedback from this meeting, published in the next edition of the Update would be more informative to all parishioners and would provide a balanced view. On no occasion did we seek to block the communication of petition data. We simply felt it would be sensible for the Parish Council to discuss it before being seen to give it a seal of approval.*

*As for the suggestions the Road Safety Campaign make, I must say that I feel you are crediting us with more power than we actually have! Firstly, there is the request that we*

*“immediately introduce a 20 mph speed limit throughout the village”. It must be recognised that we have neither the right nor the power to do any such thing. Any change in the speed limit must come from Wiltshire Council and the Highways Agency following discussions with the local police and the Parish Council. This will only happen if the Police, the Highways Agency and the Council believe there is a significant issue. This was reinforced in last week’s Wiltshire Times where the Chair of Limpley Stoke Parish Council pointed out that the changes they are seeking, especially a marked walkway, will only happen ‘with highways agreement’. It is worth noting that our local PCSO, PC Martin Barrett has pointed out that, on a number of occasions, he has utilised a speed gun in the village, as have the local Speed Camera Partnership, and has yet to catch anyone breaking the speed limit to such a degree as would warrant prosecution. If the Road Safety Campaign would like the Parish Council to look further at the possibilities of a 20mph speed limit then that is a matter that can be discussed. However, without the support of the local police, such a move seems to be unlikely to succeed.*

*The second point, the installation of speed cushions in various points throughout the village, seems more contentious. Since the Road Safety Campaign published their findings, the Parish Council have received a range of correspondence about this issue. To quote from one letter:*

*“According to the Wiltshire County Council web site, the cost of installing speed cushions is typically between £50,000 and £150,000, and it is difficult in these financially straitened times to see how this level of expenditure can be justified.”*

*Other letters have pointed out concerns regarding the damage speed cushions cause to vehicles, the fact that they may hamper access to a parishioner’s property, concerns over the noise that they create and, particularly, concerns that they will increase the ‘urbanisation’ of the village. Again, though, Wiltshire Council and the Parish Council could not justify committing the amount required to put such measures in place without clear and unequivocal evidence from the Police that these would assist in tackling a major issue. One Parishioner was particularly forthright in his letter, pointing out that decisions must not be based on perceived problems but must be rooted in concrete evidence. From what PC Barrett tells us on a monthly basis, that evidence is simply not there.*

*As for points three and four, “an urgent assessment by Wiltshire Council to evaluate additional measures...that should be installed with immediate effect” and “obtain a committed target date from Wiltshire Council for completion of an action plan”, our local Wiltshire Councillor, Linda Conley, explained to us at the last meeting, that, at the moment Wiltshire Council are conducting a review of the A and B roads throughout the county. That report is now available but does not address roads with a ‘C’ or lower classification. The roads in Westwood are ‘C’ classified roads. It is now possible that lower classification roads will be surveyed and it is at that point that the Parish Council will be able to respond and suggest improvements to improve safety.*

*Referring back to the article in the Wiltshire Times, Limpley Stoke Parish Council has decided that their priority is a marked walkway and has been promised some funding for that through the Area Board. However, that will only come into place AFTER discussions with both Wiltshire Council and the Highways Agency. They have suggested that this walkway would cost them £10,000 ON TOP of the £5000 grant they have received. Parishioners should realise that this figure would account for the entire precept that the Parish Council receives each year.*

*Finally, I’d like to take issue with the fourth point in the ‘Communication Update’ that the Campaign published last week. In it, the Campaign claim that “In the past, the Parish Council has blocked road safety initiatives put forward by the community.” It is worth noting that, on looking back through minutes of the last year, there is only one month – June – in which road safety was not discussed by the Parish Council. In that time we have arranged for*

*speed cameras to operate in the village, have managed to get the signage and road markings improved at the pinch point and are attempting to correct satnav information that marks Bobbin Lane as a through road. At NO point have we blocked anything that could have been provided and, as a Council, I know we feel aggrieved that parishioners should be led to believe that we are doing anything apart from working in everyone's best interests.*

*I hope I have clarified what can and cannot be achieved by the Parish Council and have corrected any misconceptions as to the Parish Council's role. I regret that what began as a desire to work together to improve safety in the village has led to misunderstandings in the community. Everyone in Westwood wishes to live in a safe environment and it is beholden on the Parish Council to try to ensure that happens. The Parish Council has a long history of promoting road safety in the village and I would hope that we have the support of all parishioners in continuing to achieve that aim.*

The Chairman welcomed Messrs Humphries and Richardson to the meeting and invited Mr Humphries to give his presentation.

*Clerk's Note.*

*A copy of the presentation is appended to these minutes. [Powerpoint presentation](#) [Word file](#) [PDF file](#)*

A presentation on behalf of the Westwood Community Road Safety Campaign was given by Mr Christopher Humphries. Mr Humphries introduced himself and Mr Richardson as the Team Leaders of this campaign and added that they have been assisted by a number of helpers. He thanked the Parish Council for the opportunity to give this presentation and thanked the Chairman for clarifying a number of issues in his statement.

Mr Humphries gave the background to the present campaign and explained its 'Community Goals' and the 'Campaign Goals'; the latter being to understand the actual concerns and issues about Road Safety in open consultation with the Westwood Community and to obtain a mandate from the community to present to Westwood Parish Council for action. Mr Humphries explained how the campaign had been conducted and details of the individual people and organisations who had lent the campaign their support. Mr Humphries presented the results of the campaign in terms of the results from the Westwood village-wide canvass and 'leaflet drop' that was undertaken and stated that:

- 290 residents were in favour of a 20 mph speed limit throughout the village.
- 245 residents were in favour of 'speed cushions' or other complementary traffic calming measures.

Mr Humphries stated that Westwood Parish Council therefore has a clear mandate from the Westwood Community to take the action requested immediately and that a combination of the 20 mph speed limit, speed cushions and other solutions would limit the use of our roads as dangerous rat-runs/short-cuts between towns.

The presentation continued with a description of other road safety and other environmental suggestions.

Mr Humphries stated the actions that needed to be implemented were:

- Immediate introduction of a 20 mph speed limit throughout the village.
- Immediate installation of speed cushions near the Nursery School at Upper Westwood and at key points on Lower Westwood Road.
- Urgent assessment by Wiltshire Council to evaluate further measures to determine additional traffic calming solutions.

- Obtain committed target date from Wiltshire Council for completion and receipt of full response and action plan.
- Westwood Parish Council to publish comprehensive updates that are to be:
  - Minuted at every Westwood Parish Council meeting.
  - In bi-monthly Westwood Update.
  - On Westwood Parish Council website.
- One of the campaign team will attend these meetings to monitor progress.

He concluded his presentation by commenting that the Headteacher, Westwood with Iford School is submitting a Travel Plan to the Local Authority in March and has sought, and has been offered, support from the WCRSC and that the Wiltshire Council councillor, the MP and the local newspapers will be engaged in this campaign. Mr Humphries acknowledged, with thanks, the individuals and organisations that had supported the campaign. Mr Humphries handed out copies of three publications to the Parish Council namely, a copy of his presentation, an information sheet on '20 mph Legislation' and a log of 'Traffic Incidents in Westwood'.

### **7. Westwood Road Safety.**

The Council discussed the content of the WCRSC presentation and the actions proposed. It also noted the very strong views expressed both in favour and against the proposals for a 20 mph speed limit and the introduction of speed cushions that had been expressed by members of the public. The Council was unconvinced that the statistics presented by the WCRSC represented such a clear mandate as claimed by the WCRSC or that the dangers claimed were supported by clear, unambiguous factual evidence. Notwithstanding these concerns, the Council recognised that road safety in Westwood was a very important issue and that representations to Wiltshire Council by the Parish Council to address such issues were appropriate. Councillors commented that Wiltshire Council are the Highway Authority and employ qualified and experienced personnel who are best placed to propose possible solutions to road safety problems and that their advice would be essential, since it is only with their support that any road safety measures would be implemented.

The Council resolved unanimously to take the following action:

- In the light of the public concern over road safety and the results of the campaign undertaken by the WCRSC, to invite Wiltshire Council to undertake a traffic survey in the village to identify the 'risk areas' in relation to road safety and to make proposals for reducing that risk.

The Clerk was asked to write to Wiltshire Council and to copy the letter to the Bradford on Avon Community Area Board.

### **12. Westwood Community Road Safety Campaign (WCRSC).**

Cllr. Robertson proposed that members of the public be excluded from the Parish Council meeting for this Agenda item because of the confidential nature of the business to be addressed, namely the need to agree on how to respond to the published comments in the recent WCRSC 'Communication Update'. The Council resolved unanimously to adopt this resolution.

The remaining members of the public left the meeting. *Clerk's Note. This Agenda item was minuted` separately.*

## **1 March 2010**

### **4. Westwood Community Road Safety Campaign (WCRSC).**

The Clerk handed each councillor copies of the correspondence sent and received in relation to the Road Safety matter discussed at the last Council meeting. He read out the correspondence received from Wiltshire Council and the Community Area Board Manager. The Council noted that Wiltshire Council had taken action in response to the letter from the Parish Council and that the Chief Executive had requested the Area Board, in association with Wiltshire Police, to undertake a 'speed check' in Westwood as a precursor to undertaking further road safety investigations. Wiltshire Council had asked the Parish Council to identify positions in the village for the speed monitoring equipment. The Council commented that this positive response from Wiltshire Council was encouraging and was designed to address the road safety concerns in the village. He invited members of the public present to write to the Parish Council proposing suitable speed monitoring points. At the conclusion of the discussion on this subject, the Clerk handed copies of the correspondence to the Joint Chairmen of the Westwood Community Road Safety Campaign Group and left copies in the room for other members of the public to take if necessary.

## **12 April 2010**

### **4. Westwood Road Safety.**

- a. The Clerk stated that the Community Area Board Manager, Elly Townsend, had confirmed that the road traffic survey involving monitoring the speed of traffic through the village using the 'metrocount system' had now been commissioned. The Clerk advised the Council that information leaflets on the 'Community Speed Watch' scheme had been received from Wiltshire Council and Parish Council members and members of the public took copies of these leaflets to read.
- b. The action taken by the Community Area Board was reported at (a) above. The Council noted that the Parish Council and the Neighbourhood Policing Team had been consulted in the choice of positions for the 'metrocount' equipment.
- c. The Council decided that no further action was required at this stage and that it was awaiting the results from the road traffic survey.

## **10 May 2010**

### **5. Westwood Road Safety.**

- a. The Clerk reported that he had received correspondence relating to the Metrocount Traffic Survey.
- b. The Clerk stated that the Metrocount results from the Traffic Survey at Upper Westwood and Lower Westwood had now been published and that these had been sent to all councillors. The Council noted that results had not met the criteria for either site to be a 'Community Speed Watch' area.
- c. The Council discussed the results of the Metrocount Traffic Survey and requested the Clerk to write to Wiltshire Council/Safety Partnership to obtain more detailed information that would be available from the survey, such as number and speed of vehicles versus time of day, maximum speeds. Councillors argued that the summary statistics could be masking a problem that a more detailed analysis of the data might reveal. The Clerk stated that he would also invite Wiltshire Council to comment on other safety measures that could be introduced in Westwood to improve pedestrian safety in the absence of a Community Speed Watch programme.



Cllr. Biles stated that more information as to how the 20 mph trial in six areas in Wiltshire is to be conducted should be sought and Wiltshire Council pressed to include Westwood as one of the trial areas.

## **7 June 2010**

### **7. Westwood Road Safety**

#### **a. The Village 20 mph Trial Initiative.**

The Chairman invited Cllr Tonge (Wiltshire Council Cabinet member for Highways and Transport) and David Bullock (Wiltshire Council Highways Improvement Manager) to give a short presentation on the 20 mph trial initiative.

Cllr. Tonge commenced his presentation by explaining the current organisation and priorities of Wiltshire Council Highways Department. He stated that Wiltshire Council intends to run six pilot schemes in the County in order to trial a 20 mph speed limit. He commented that such trials would be designed to examine the effectiveness of a lower speed limit in areas with very different characteristics so that key features of the trials can be 'read across' to other areas that were not included in the trial. He added that it was essential to measure the traffic before and after the trial had taken place and to analyse the results carefully to judge the effectiveness of the trial and the effectiveness of the associated safety measures that would accompany the 20 mph trial. A strategy for the wider introduction of a 20 mph speed limit across Wiltshire could then be developed and implemented. Cllr. Tonge stated that Limpley Stoke and Westwood were being considered as 'trial sites'.

Cllr. Tonge stressed that Wiltshire Council were very keen to work with the locally elected representatives such as the Parish Council and not to be unduly influenced by individual pressure groups. He was intending to invite the Parish Council to establish a Working Group, comprising councillors and other members of the public, to join with Wiltshire Council in order to develop the proposed 20 mph scheme for Westwood.

Mr Bullock explained that there exists some confusion in the public's mind between a 20 mph speed limit and a 20 mph zone. He stated that Wiltshire Council was intending to trial the former, whereas a 20 mph zone would involve substantial road works, such as speed humps, barriers and other measures. He added that Wiltshire Council did not have the funds to support a 20 mph zone and the introduction of a 20 mph speed limit and the additional signage/road markings that accompany it may prove just as effective as a 20 mph zone. Mr Bullock explained in detail the process for the introduction of a 20 mph speed limit. He commented that there was a need to examine traffic flows locally, road geometries and road usage in order to develop a scheme suited to the local environment and he would welcome the involvement of the local community in deciding the best solution for their village. He added that the setting up of a Working Group was an essential element of this 20 mph trial initiative and he would be writing soon to the Parish Council inviting it to participate in the 20 mph speed limit trial. He commented that it was important to ensure that the trial was well planned and that it had the support of the local community. He anticipated the trial taking place over an eighteen month period.

The Chairman expressed the view of the Parish Council that there are a number of potential safety hazards in the village and that only some of them, and perhaps not necessarily the most important ones, would be addressed by a reduced speed limit. He added that the Parish Council was keen that a full safety survey takes place in order to identify the safety risks and for Wiltshire Council to propose measures to mitigate those risks; one such measure may be a reduced speed limit, although other measures may be more appropriate.

Mr Bullock replied stating that a 20 mph is a starting point and its implementation may result in other safety risks disappearing.

In answer to a question from the Council, Cllr. Tonge stated that funding for any highway scheme is becoming increasingly tight. He suggested that the Parish Council writes to the Community Area Board to seek a grant towards the cost of the proposed trial and to consider any other safety measures in the village for which grant aid may be available.

The Chairman adjourned the meeting for members of the public present to raise any points of interest on this subject.

The Chairman then re-convened the meeting.

The Chairman emphasized that it was essential that any safety scheme was the correct one for Westwood and he welcomed the opportunity for the Parish Council and the local community to be directly involved in designing an appropriate scheme.

The Chairman thanked Cllr. Tonge and Mr Bullock for attending the meeting and for giving their presentations. Cllr. Tonge and Mr Bullock left the meeting.

b. The Clerk stated that no new correspondence had been sent or received, except that relating to the attendance of Cllr. Tonge and Mr Bullock at the Parish Council meeting and a report from Cllr. Harding on the Area Board meeting – all of which had been sent to councillors.

c. The Parish Council **resolved** to establish a Road Safety Working Group along the lines proposed by Wiltshire Council. The Council **decided** to await the formal invitation from Wiltshire Council for Westwood to become a 20 mph trial site before deciding on its membership.

## **5 July 2010.**

### **Westwood Road Safety – Agenda item 5a.**

The Chairman read out the following statement (shown in italics):

*‘This statement is in response to a recent “update” that has been circulated around the village from the WCRSC group, that has unfortunately distorted the proposal that is in hand and on schedule for a trial to improve road safety in the village of Westwood.*

*This “update” is factually incorrect, very misleading in its assertions and highly defamatory to Westwood Parish Council and Wiltshire Council who have been working closely on developing the best way forward for the village. The Parish Council have worked closely with Wiltshire Council about traffic safety for many years now and continuous monitoring and review of road safety is often on the monthly Parish Council agenda with calls for reports, speed camera checks, changing of road markings, and parking checks of vehicles, throughout the village.*

*The current situation started in September/October 2009 with the matter of road safety being raised by some residents at a Parish Council meeting. The Parish Council followed this by asking the concerned villagers to work with a Parish Councillor (myself) to assess the situation in the village and to start looking at ways forward. A meeting was arranged to set up a working party between parishioners and the Parish Council. At this meeting it was agreed by everybody there that a survey would be undertaken of villagers to determine what they thought of the current road safety situation and what suggestions that they would have for improving safety. It was agreed that the consultation with the villagers would not present them with “this is the answer, sign up here”, but would be consultative. Despite having agreed with this plan for the way forward at the meeting 2 people then decided that they*



knew what the answer was and that they would not work with the Parish Council, would form their own non accountable group (WCRSC) and have a petition in the village where the only option was to sign up for a 20mph speed limit and to install speed cushions at several points in the village (but no view of what area this would cover, what signage would be needed, how it could be enforced, what else.....). At this point of time and ever since the WCRSC team have refused to work with the Parish Council, seeming to take the view that it is their way or no way.

The petition that was circulated received a significant response from villagers with almost 25% of adult villagers voting for a 20mph limit and somewhat less for speed pillows, however the views of the remaining villagers remain largely unknown, though the Parish Council has received several letters from concerned villagers representing different views and deploring the process as it was undertaken by WCRSC.

In order to progress matters the Parish Council then wrote to Wiltshire Council asking for a full traffic survey and safety review of the village. A limited traffic count has been undertaken, though one of the counters was damaged early on. The data showed that average speeds were in the mid to low 20's with few vehicles exceeding 30.

About the same time Wiltshire Council was reviewing traffic on its minor roads, particularly through the villages. At the recent Wiltshire Area Board meeting, and following Westwood Parish Councils request for a full survey, it was announced that 6 villages were to be invited to develop trials to include a 20mph speed limit and that Westwood would be one of the villages to be invited, as a way forward for the Parish Council's request for a full survey. At the Area Board meeting Councillor Tonge (Wiltshire Council) and Mr Bullock (Wiltshire Highways department) made it absolutely clear that the villagers would be fully involved and that trials would include an assessment of road safety in the villages and that the villagers of each village would help develop the best way forward for their village, including a 20mph limit (fully scoped out and analysed) and other appropriate options for the village. The Wiltshire Council Process for undertaking these trials would be:

- Wiltshire Council will write to Westwood Parish Council inviting them to join in a programme with Wiltshire Council to assess the best way forward for improving the traffic situation in Westwood, this would include a trial 20mph zone over part or all of the village.
- The Parish Council will be asked to set up, in conjunction with Wiltshire Council a working party consisting of some Parish Council members, some interested members of the public and some traffic experts from Wiltshire Council.
- This working party will develop what it believes is the most appropriate way forward for the village, including a 20mph limit
- Speed measurements will be taken at several points around the village to determine the current situation with regard to traffic speed.
- At Wiltshire Council's request villagers of Westwood will then be involved in a "survey", to be developed by the working party to communicate the proposals and assess the buy in and commitment of the village to the proposals, with the intention of ensuring widespread village commitment to a successful implementation.
- With village buy in obtained a 12 – 18 month trial of the agreed approach will be implemented. This implementation should start towards the end of 2010.
- At times the trial speed measurements will be taken at the same points around the village to determine how traffic speeds have changed.
- At the end of the trial traffic speeds will be taken at the same points around the village in order to determine how traffic speeds have changed.
- On completion of the trial the villagers will be surveyed again to elicit their feelings about the success of the trial and their view as to whether the mechanisms implemented for the trial should be made permanent.

Councillor Tonge and Mr Bullock attended the June Parish Council meeting and again made it very clear that Wiltshire Council would only work through the Parish Councils and that the above process would be the process for all the villages taking part.

There was no vote by Parish Councillors on the scheme at the last Parish Council meeting because there was nothing to vote on! The Parish Council had to wait until there was an invitation from Wiltshire Council before they could vote on whether to accept the invitation or not. Since the last meeting the Chairman of the Parish Council has emailed Wiltshire Council several times and spoken to Councillor Tonge and the Highways department to ascertain when the invitation could be expected. The invitation was received last Tuesday, and will be discussed and voted on after this statement.

In terms of the defamatory WCRSC Update that has been circulated:

1. Statement – “WPC did not act on Wiltshire Council’s (WC) expert advice that Westwood should be one of six villages.....”

Fact – There was nothing to act on! WC clearly stated that they would send a letter inviting WPC to join a trial – until they did there was nothing to act on.

2. Statement – “The Long term solutions: May be a 20mph speed limit..... “

Fact – WPC absolutely agrees that this is true and has **always** said this.

3. Statement – “May be other appropriate and light touch road safety measures. “

Fact – WPC absolutely agrees and has always said that other measures should be considered

4. Statement – “There would be no speed humps.....”

Fact – WCRSC have always claimed that a speed limit **plus** speed pillows are the only things that should be considered and that there is no need to look at anything else. WCRSC have therefore made a U turn however they are not accountable to anyone for this.

Fact – The WPC has always voiced concern about the use of speed pillows etc as they may impact the rural nature of the village.

5. Statement – “WPC’s Broken Promise and U turn”

Fact – There are absolutely no broken promises. There has until now been nothing to vote on.

Fact – Absolutely no U turn. WPC has always been totally consistent in pushing for all options to be considered for improving safety.

6. Statement “The chairman – an unelected member – took no vote and unilaterally determined the outcome.”

Fact – There was nothing to vote on until the letter from WC was received. All councillors have a free voice and can and do comment on all issues. The chairman has no ability, authority or wish to silence councillors. There are no restraints on any councillors against voicing their own opinions on any subject.

7. Statement – “Proceeded on the basis of his own opinion ..... requested further delays .....not stating what information he wanted ..... We understand he wishes to have another round of community consultation.”

Fact – WCRSC have no idea what my opinions are on what I personally think the best ways forward are as I have never expressed them publicly. It is my and WPC’s role to listen to the whole of the village and to recommend a way forward based on all Parishioners views.

Fact –The WPC should not and does not push forward its own answers in this area, unlike WCRSC, an unelected, unrepresentative and non accountable body.

Fact – Absolutely no delays have been requested or incurred, indeed the reverse is true with WPC pushing WC to ensure that the invitation was sent as soon as possible.

Fact – No further information has been requested from WPC before the start of the trial process. This process, see above, requires a working party that will consider all information available to develop the best way forward, and to provide a basis to measure the success of the trial.

Fact – The WC process requires consultation with the community to take place to consider and buy into the proposals developed by the working party. Also a further consultation with the villagers will take place at the end of the trial.

8. Statement – “Completely misconstrued and misrepresented the.....results of the petition”

Fact – Not true it was pointed out that the petition was directive and offered no alternative options for people to consider, and that approximately 25% of adults in the village voted for a

20mph limit and somewhat less for speed pillows. From the petition it is not possible to ascertain the view of the other villagers.

9. Statement – “Stated incorrectly that there have been no accidents.....”

Fact – What was explained was that the Wiltshire Police record of reported accidents over the last 4-5 years is that there have been 2 involving injuries; one of these is probably outside the area being considered for the trial. There are no other verifiable data available on accidents. Accidents not involving injuries do not have to be reported.

10. Statement – “Looking a gift horse in the mouth.....”

Fact – The WPC has never made a U turn and has always been consistent regarding any proposed solution.

- WPC has always insisted that we must “Identify the village needs” – WCRSC ‘s view seems to be that the views of everybody in the village are totally understood by them

- WPC has always been concerned that we need to “Provide practical and unobtrusive solutions.” – WCRSC have always insisted that a 20mph limit PLUS speed pillows is the answer and must be implemented and nothing else.

- WPC has always “sought to protect the vulnerable”

- WPC is happy to help “encourage parents and children to walk to school”.

- WPC is happy to support “detering through traffic”, but recognises that it has no powers to do so. WPC also recognises that a lot of speeding in the village is probably down to villager’s own driving habits.

- “Improve the quality of life for all and a greater sense of community” is absolutely a prime concern of the WPC as witnessed by all of the support and work undertaken on, footpaths, bridleways, children’s playground, park, nursery school, verges, weeds, hedges, cemetery, open spaces, garden show, etc as well as road safety.

The second pages of the “update” elaborates on various points made on the first and have already been covered in this statement, so are not gone into detail on this statement.

If anyone in the Parish, or outside, wishes to discuss any of the above or any other concerns that affect the village then they are always welcome to discuss them with myself or any other Parish Councillor, to write to the Parish Council or to attend Parish Council meetings’.

## **5. Westwood Road Safety.**

a. This item was addressed prior to the Public Adjournment.

b. The Chairman reported that a formal invitation had been received from Wiltshire Council for Westwood to be included as one of the villages where it is proposed to undertake a ‘20mph trial’. He added that the letter had been received last Tuesday and the contents of the letter were read out. The Clerk confirmed that all members of the Parish Council had received a copy of the letter. The Chairman invited councillors to express their own view regarding the content of the letter.

Cllr. Bishop stated that speed was only one aspect when considering road safety in the village. He added that children, especially very young children, are more at risk as a result of poor control by parents or carers allowing them access to the roads. Cllr. Harding read out part of a letter from a parishioner who had presented arguments that traffic speeds were not necessarily a serious safety hazard in the village that many parishioners perceived and that any new safety measures must be ‘proportional’ to the risk. Cllr. Harding stated that this letter represented an intellectual antidote to the belligerent campaign run by the Westwood Community Road Safety Campaign (WCRSC) Group. Cllr. Edwards commented that this letter did contain some inconsistencies.

Cllr. Biles observed that Tynings Way is, at times, akin to a race track and that he would wish to see addressed in any road safety survey.

Cllr. Johnston, supported by Cllr. Howard-Evans, argued that she understood from Cllr. Tonge and Mr Bullock who attended the last meeting that the ‘20 mph trial’ would not

address any other road safety issues – although Cllr. Parker disagreed stating that he had been assured that other road safety issues would be included. Cllr. Edwards commented that his understanding was that the introduction of a 20 mph speed limit may cause other, current, road safety concerns to disappear.

Cllr. Howard-Evans stated that parishioners must be careful not to assume that a 20 mph speed limit will cure all the extant road safety concerns. He argued that it is the standard of driving that largely dictates vehicle road safety, not the speed of the vehicle.

c. Cllr. Biles proposed that Westwood Parish Council accepts the invitation from Wiltshire Council to become a '20 mph trial' site. A vote was taken and the Council **resolved**, by a majority, to accept the invitation. The Clerk was asked to write to Wiltshire Council accordingly.

d. The Parish Council **resolved** unanimously to appoint three councillors to the '20 mph trial' Working Group that was to comprise parish councillors, parishioners and Wiltshire Council officials. Following a vote, the councillors appointed were Cllrs. Bishop, Edwards and Parker. The Parish Council **resolved** to delegate responsibility for inviting parishioners to become members of the Working Group to Cllrs. Bishop, Edwards and Parker. The Council also **resolved** to delegate responsibility to Cllrs. Bishop, Edwards and Parker to agree the Terms of Reference for the Working Group with other Working Group members, when appointed.

e. The Clerk reported that in response to a request from the WCRSC whereby members of the public had been asked to send messages of support for a '20 mph trial' to the Clerk, he had received seven messages of support containing twelve names and three messages opposing such a limit that contained four names. He added that these messages comprised eight e-mails and two letters.

The Clerk added that the Council had also received a letter from the MP, Mr Duncan Hames, enquiring whether the Council had considered the request for a '20 mph trial' and whether there had been any moves towards implementing it. The Clerk was asked to reply to Mr Hames stating that Westwood Parish Council supported such a trial.

The Chairman reported that he had received a letter from Westwood School supporting a '20 mph trial' but distancing the Headteacher and the Chair of Governors from the campaign led by the WCRSC.

f. There were no further actions that needed to be taken in respect of Westwood Road safety or the WCRSC Group.

## **13 September 2010**

### **5. Westwood Road Safety.**

The Chairman invited Cllr. Bishop to give a report on the progress of the 'Westwood 20 mph Speed Limit Trial'.

Cllr Bishop stated that the Working Group had held three meetings to date and that they had been very constructive. He added that Wiltshire Council had been very supportive in accommodating the requirements of the Westwood residents within the Working Group to address the various safety issues that had been identified in the village. Cllr. Bishop commented that the purpose of the trial in Westwood and in five other villages in Wiltshire was to obtain information on the efficacy of introducing a 20 mph speed limit more generally across the county and the data obtained from the trial will enable a county-wide policy to be determined. He stated that speed monitoring at four places in the village will commence in October/November and will continue at specified times within the eighteen month trial period.

Road marking and new signage will accompany the trial. He added that at the conclusion of the trial the data will be examined and a decision made whether or not to implement a 20 mph limit permanently in Westwood.

In answer to a question from Cllr. Johnston, Cllr Bishop confirmed that there will be full public consultation following the completion of the trial and that the interests of Westwood parishioners are being well represented at the regular Working Group meetings. Cllr. Bishop reported that as a result of pressure from the Working Group, Wiltshire Council has agreed to include Upper Westwood in the trial in order to assess traffic flows and speeds in that area but it would not be subject to formal speed monitoring. He concluded his report by stating that specific safety problem locations in the village have been identified and work is being undertaken to see how the safety can be improved in these areas. He stated that the next meeting of the Working Group is to be in a couple of weeks' time and Wiltshire Council officers will be present.

#### **4<sup>th</sup> October 2010**

##### **6. Westwood Road Safety.**

The Chairman invited Cllr. Bishop to give a report on the progress of the 'Westwood 20 mph Speed Limit Trial'.

Cllr Bishop stated that the trial is progressing and that monitoring of the speed of the traffic through Westwood was now taking place with several sets of monitoring equipment in Lower Westwood. He added that he had been in regular contact with Wiltshire Council and had also spoken to Simon Coombes at Limpley Stoke in order to reassure him that Wiltshire Council has commenced the trial preparations and that speed monitoring in Limpley Stoke would soon commence. The Chairman commented that Wiltshire Council had agreed to include Upper Westwood in the trial in order to assess traffic flows and speeds in that area but it would not be subject to formal speed monitoring.

#### **1 November 2010**

##### **5. Westwood Road Safety.**

The Chairman invited Cllr. Bishop to give a report on the progress of the 'Westwood 20 mph Speed Limit Trial'.

Cllr Bishop stated that there is to be a meeting with Wiltshire Council on 5 November to review the progress of the trial and to agree whether it is the responsibility of Wiltshire Council or the Parish Council to provide elements of the trial. He added that all four speed monitors that had been installed some time ago revealed that the speeds recorded were below 30 mph – an important pre-requisite for the '20 mph Speed limit Trial'. Cllr. Bishop stated that he would report back at the next Parish Council meeting and councillors commented that the Parish Council may choose to make a grant application to the Community Area Board for financial support if the Parish Council had to provide key elements of the '20 mph Speed Trial' equipment.

#### **6 December 2010**

##### **5. Westwood Road Safety.**

The Chairman invited Cllr. Bishop to give a report on the progress of the 'Westwood 20 mph Speed Limit Trial'.

Cllr Bishop stated that following the meeting with Wiltshire Council the correspondence subsequently received from Gareth Rogers (Wiltshire Council) confirmed that the 'experimental traffic orders' will be progressed in January with the planned trial commencing in February. Mr Rogers was unable to comment on other road safety measures for Westwood that would complement those planned for the trial. Cllr. Bishop commented that

the Road Safety Working Group had proposed a 'painted pavement' – similar to those at Limpley Stoke – between the New Inn and Lyefield Lane, but understood that such a measure would have to be paid for by the Parish Council. The scheme at Limpley Stoke had been privately funded.

Cllr. Bishop continued his report by stating that the data relating to the metrocount exercise had been analysed and he summarised the results of this analysis for the Parish Council.

Cllr. Bishop concluded by stating that he was hopeful that a further meeting could be held with Wiltshire Council before Christmas and that there would be value in the meeting also involving representatives from Limpley Stoke.

Cllr. Richardson commented that Limpley Stoke had found that the introduction of the 'painted pavements' had resulted in improved behaviour by drivers to the benefit of pedestrians.

Cllr. Biles enquired whether it would now be appropriate to apply for a grant from the Area Board for additional road safety measures and commented that the Area Board had already been notified of such a possibility.

The Council **resolved** to draft an application for an Area Board Grant to provide all, or part, of the funding for a 'painted pavement' and other safety improvements and that the draft application be presented to the Parish Council at the January Parish Council meeting for endorsement.

Cllr. Richardson observed that the approach by Wiltshire Council to the '20 mph Limit Speed Trial' and to additional road safety measures for the candidate villages was inconsistent and Cllr. Edwards commented that there was no evidence of cross-border co-operation. Cllr. Richardson stated that he would consult with Limpley Stoke and learn from their experience and that would assist in preparing the draft Area Board Grant application. The Clerk requested that he is involved in the preparation of the draft application because financial information from Westwood Parish Council would be required to support the bid.

## **10 January 2011**

### **5. Westwood Road Safety.**

Cllr. Richardson reported on behalf of the Road Safety Working Group.

He stated that the meeting of the Westwood Road Safety Working Group with Wiltshire Council had not yet taken place but such a meeting was intended for the near future. He added that the 'Westwood 20 mph Speed Limit Trial' was due to commence in February.

Cllr. Richardson commented that it had become apparent that the introduction of any road safety measures in Westwood by Wiltshire Council would not go beyond those necessary to support the trial and any additional measures would have to be paid for by the Parish Council and/or, perhaps, by grant aid from the Community Area Board (CAB). He reported that he had obtained details of the Limpley Stoke Parish Council grant application to the CAB for their additional safety measures – such as the 'virtual pavement' – and that he had started to complete a similar grant application for Westwood Parish Council. He stated that he had sent this information to the Clerk and had invited him to complete the financial information required. He stressed the importance of relating the grant application to the CAB Plan for Bradford on Avon Community Area and that he had made reference to this plan in the grant application.

Cllr. Richardson observed that the cost of the Limpley Stoke safety measures was around £11,000 and that similar measures, such as the virtual pavement, for Westwood, would cost



less because a shorter length of pavement would be required. He commented that some funding may be available from

Westwood School in support of the Westwood School Travel Plan. Cllr. Richardson stated that a view must be taken on the size of the financial contribution from the Parish Council. He commented that there was significant support within the village for additional road safety measures and that the use of some of the Parish Council financial reserves for this project would be fully justified.

Cllr. Richardson stated that he had learned from the Chairman, Limpley Stoke Parish Council that Limpley Stoke had met with some opposition from Wiltshire Council in introducing their virtual pavement and that Wiltshire Council had insisted that their own contractors undertook the work, whereas quotations from other 'private' contractors had been considerably less costly.

The Council generally supported the proposal to introduce additional road safety measures – especially the virtual pavement – but decided to defer a decision on funding and the CAB grant application until the discussion on the Budget, at Agenda item 9. Cllr. Harding argued that no vote had yet been taken on whether to introduce any additional road safety measures and that discussion on a financial contribution was premature.

## **7 February 2011**

### **5. Westwood Road Safety.**

a. Cllr. Bishop reported on behalf of the Road Safety Working Group. He stated that Wiltshire Council had now provided details of the proposed signage and signage location for the '20 mph Speed limit' trial at a meeting with Wiltshire Council two weeks earlier and that installation of this signage is to take place week commencing 7 March 2011. Cllr. Richardson stated that the cost of the elements of the trial shown in the drawings provided by Wiltshire Council were to be met by Wiltshire Council.

b. Cllr. Bishop stated that there were some additional road safety measures that would require funding by the Parish Council and that these were now the subject of a grant application that was being made to the Bradford on Avon Community Area Board. He commented that these additional measures included the proposed virtual pavement on the Lower Westwood Road from Lyefield lane to The New Inn, safety improvements to the Iford Fields corner and at the 'chicane' at Rose Cottage (Lower Westwood Road) and improving safety measures at Upper Westwood. He added that he was currently obtaining costings for these additional measures for them to be included in the grant application.

c. The Chairman stated that the grant application had been completed by Cllr. Richardson and sent to him and it was now with the Community Area Manager for comment before it was formally submitted.

Cllr. Johnson advised that Wiltshire Council be requested to repair the road surface and attend to the regular flow of water at the Lower Westwood Road before installing a virtual pavement to ensure that the virtual pavement is not damaged prematurely.

## **7 March 2011**

### **5. Westwood Road Safety.**

a. Cllr. Bishop reported on behalf of the Road Safety Working Group.

Cllr. Bishop stated that the installation of the signage for the 20 mph Trial is to commence on 28 March, and not on 7 March as previously understood, although there had been no

explanation from Wiltshire Council for this delay. He commented that the message from Gareth Rogers (Wiltshire Council) indicated that the works will take five days to complete and that the coloured gateway surfacing will be installed a few weeks later. He added that he understood that at the time that the new limit becomes operational, site notices outlining the experimental order will go up in the village and that the intention is to erect the notices in prominent positions that will be easily accessible to the passing public. Cllr. Bishop continued that the notices will remain in place for a minimum of six months and will allow the public to comment formally on the experimental order. He completed his report by stating that the trial will run for a period of twelve months.

b. The Chairman reported that following an iterative process with Peter Dunford (Bradford on Avon Community Board Manager) and other interested parties the Community Grant application form for the additional road safety measures, namely the virtual pavement, was now ready to be presented to the Community Area Board for consideration. However, he stated that he had very recently been informed by Peter Dunford that he (Peter Dunford) had been asked to defer determination of this grant application until the matter can be properly discussed at the next Community Area Transport Group meeting – being planned for late March – at which transport engineers will be present to advise. Mr Dunford had commented that he would hope that the matter could then be considered by the Community Area Board at a subsequent meeting. The Chairman represented the views expressed by councillors in stating that the Parish Council was very disappointed to learn of this new development when there had been no previous indication by Wiltshire Council that a hitherto unidentified body – the Community Area Transport Group – would be making the decision whether or not to support a road safety measure for which Westwood Parish Council would be making a significant financial contribution.

The Clerk stated that he was concerned that the democratic process whereby elected representatives decide on matters affecting parishioners was being undermined by the Community Board and other 'sub-committees' that had assumed an authority that ran counter to the normal democratic process. He invited the Council to consider this matter and to decide whether to make representations to Wiltshire Council.

The Council **resolved** that the Clerk is to write to Wiltshire Council expressing the disappointment and frustration of the Parish Council that the Community Area Board appears to be prevaricating on the subject of a virtual pavement and that the process of submitting a Community grant application had now been changed from that previously agreed with Wiltshire Council. The Clerk was asked to seek details of the 'Community Area Transport Group' – especially in respect of its composition, terms of reference and the authority vested in it by Wiltshire Council.

#### **4 April 2011**

##### **5. Westwood Road Safety.**

a. Cllr. Bishop reported on behalf of the Road Safety Working Group.

Cllr. Bishop stated that the installation of the signage for the 20 mph Trial has commenced, including the installation of a 'pedestrian warning' sign not previously discussed, and that the full installation should be completed within a week or so. He added that he had received a number of proposals for additional safety measures from parishioners and these will be discussed with Wiltshire Council in due course.

#### **9 May 2011**

##### **5. Westwood Road Safety.**

- a. Cllr. Bishop reported on behalf of the Road Safety Working Group.

Cllr. Bishop stated that the installation of the signage and road markings for the 20 mph Trial had now been completed and it can be assumed that the trial is underway. He added that monitoring of traffic speeds will be undertaken once the trial has 'settled in'.

There were mixed views expressed by councillors on the likely efficacy of the trial and some commented that the speed of traffic appears to have been generally unaffected by the imposition of the 20 mph speed limit. Cllr. Bishop stated that the success of the trial is likely to be judged by whether pedestrians feel 'safer' when using the local roads. Cllr. Harding stated that in a straw poll that he had conducted locally, all those polled were against the reduction of the speed limit to 20 mph.

Cllr. Howard-Evans stated that it was important that parishioners have the opportunity to comment on the trial and whether or not they wished it to be a permanent feature. The Chairman endorsed this view and added that an article in the Westwood Update would be appropriate with an invitation for parishioners to express their views to Wiltshire Council and to the Parish Council. The Clerk commented that there is a specific deadline for comments to be received by Wiltshire Council. Cllr. Bishop stated that he would contact Wiltshire Council and establish the deadline and the preferred means of sending comments to Wiltshire Council.

Cllr. Johnston queried why the 20 mph speed limit sign had been moved some considerable distance eastwards from the original position of the 30mph limit but that a similar sign at the Iford turning had not been moved, even though the road safety at that latter point would be significantly improved if that sign had been moved further away from the village, around the bend. Cllr. Bishop replied that a relocation of a sign took place only if its new position did not involve any safety issues – the relocation of the sign at Iford turning would have had safety connotations and was, therefore, not moved.

- b. The Chairman stated that Cllr. Richardson had been delegated by the Parish Council to attend the Community Area Traffic Group (CATG) and that Cllr. Richardson had made representations to the Community Area Board Manager, Peter Dunford on behalf of Westwood Parish Council. The Chairman read the missive sent to Peter Dunford from Cllr. Richardson to the Council – shown below in italics:

*'Peter,*

*It was good to meet you yesterday. Thank you for giving me and the Westwood Parish Council the time to contribute to the meeting, and for enabling me to disappear on time. In summary, the requirements of the WPC in order of priority are:*

- 1. 20 mph trial. Installation of the new signage is nearly complete, and painting of the roundels on the road are outstanding.*
- 2. Virtual pavements :*
  - a. At the Trowbridge end on the Lower Westwood Road, between the New Inn pub and the junction to Upper Westwood and Avoncliff. This part of the road is considered particularly hazardous for parents and children going to and from Westwood-with-Iford primary school, and any walkers to the pub or on Wiltshire trails.*
  - b. At the Freshford end on the Lower Westwood Road, between the junction to Iford and the Iford Manor coach entrance to the start of the pavement near The Pastures.*
- 3. Protection for pedestrians against curb mounting at the pinch-point | single lane traffic in the centre of the Lower Westwood Road, near the junction to The Orchards leading to the Westwood Social Club.*

*There are other initiatives on our wish list, but items 1, 2a, 2b, and 3. are considered our top 4 priorities.*

*Other points to note are:*

- I fully support the initiative to prioritise the raw list of requirements :*
- using published criteria based on those currently used by the Highways department,*
- to which we should add our own "local" criteria.*

- *this would enable the list to be ordered, with a guideline indicating what is above and below the current level of funding available.*
- *an effective management process would then be put in place under the governance of the CATG.*
- *I would be able to assist in the initial prioritisation process.*
- *I specifically mentioned the lack of engagement by the Highways department with virtually no communication or explanation for delays in the start of the 20 mph trial work. Without this, the Council cannot manage communications nor expectations within our community.*
- *Subject to my work commitments and availability, and approved delegation from my Council, I would be happy to represent Westwood on this committee in future. We would look to field an alternate in my absence.*

c. Cllr. Biles stated that the Grant application for additional road safety measures had not been presented to the CATG yet and that he was disappointed at the prevarication and obfuscation on the part of Wiltshire Council that appears to accompany this grant application. He commented that the CATG has no Terms of Reference and it only had a very small sum of money for grant allocations.

At a brief adjournment of the meeting, Cllr. Conley indicated that the CATG has a total of £10,000 to disburse for all 'highways/transport related' grant applications this year and her understanding was that endorsement by the CATG would attract a small grant allocation and that the Community Area Board could then be approached for a much larger sum of money towards these road safety measures at Westwood. She added that the next step is to obtain costings from Wiltshire Council for the priority items identified by Cllr. Richardson at the CATG meeting.

The Chairman stated that he would discuss this matter with Cllr. Richardson with a view to writing to Wiltshire Council expressing the frustration felt by the Parish Council that a simple Grant application, that the Parish Council would be 'match funding', is proving so difficult to progress.

## **6 June 2011**

### **7. Westwood Road Safety.**

a. Cllr. Bishop reported on behalf of the Road Safety Working Group. Cllr. Bishop stated that the first of three phases of monitoring traffic speeds had now been completed. He commented that until 24th October this year, six months after the commencement of the trial, comments on the trial can be sent to the Highways Department at Wiltshire Council in Trowbridge. The officer responsible is a Martin Rose. He stated that the Parish Council would invite parishioners to send copies of such correspondence or comments to the Parish Council.

Cllr. Bishop explained that the trial involves taking three sets of data at sixteen week intervals and eight weeks after the third set has been taken, the Parish Council should receive a final report from Wiltshire Council after which a survey of all villagers will be undertaken to seek the views of the parishioners. There are, he observed, two opportunities to make views known.

Cllr. Bishop added that Wiltshire Council is reluctant to introduce a virtual pavement in the village – even assuming that funding was available – for fear of it contaminating the results of the 'speed trial'.

b. Cllr. Richardson stated that the Parish Council may need to lower its expectations in respect of the installation of a virtual pavement. He commented that funding is an issue and its installation may detract from the data gathering associated with the current 'speed trial'. He added that it was not at the top of the list of possible highway works currently being considered by the Community Area Transport Group (CATG) and did not appear to have a sufficiently high priority for action to be taken. Cllr. Parker stressed that the Parish Council will have to be forceful in 'pushing' the virtual pavement proposal and he saw some merit in introducing it now whilst a speed monitoring regime was in place. Cllr. Richardson stated that he understood that the CATG had funding to undertake a number of feasibility studies and that a feasibility study in relation to the 'virtual pavement' may be the only way forward at present. He added that the 'virtual pavement' has now been referred to the Wiltshire Council Highways Department and that the next CATG meeting should be better informed regarding its viability.

Cllr. Richardson stated that he would attend the next CATG meeting, if available, and the Parish Council **resolved** that Cllr. Richardson had delegated authority to represent the Parish Council at that meeting.

#### **4 July 2011**

##### **5. Westwood Road Safety.**

a. Cllr. Parker reported on behalf of the Road Safety Working Group. Cllr. Parker stated that the Parish Council had now received the speed measurement data from Wiltshire Council in respect of the recent speed monitoring trial and it showed, in general, an average reduction in speed though the village of around 2.5 mph. He commented that Wiltshire Council has been asked for a more detailed analysis and breakdown of the results.

Cllr. Parker stated that a site visit had taken place recently with Wiltshire Council to examine other possible road safety measures to be implemented locally, with particular reference to a 'virtual pavement'. He added that Wiltshire Council were generally supportive of such a measure between Lyefield Lane and The New Inn but was far less convinced that a virtual pavement at the lford end of the village would make any real difference to road safety. Cllr. Howard-Evans stated that some form of footway was necessary at the lford end and suggested that the existing narrow grass verge could be improved to provide such a footway. Cllr. Howard-Evans added that in respect of a virtual pavement no guidance regarding its use has been published and even the Highway Code was silent on the matter. He commented that this lack of understanding of the purpose of a virtual pavement is potentially dangerous with motorists, motor cyclists and pedestrians confused regarding its use.

Cllr. Parker stated that the virtual pavement for Westwood would be raised at the forthcoming CATG Meeting. Cllr. Harding was doubtful that Wiltshire Council would finance a virtual pavement whereas Cllr. Parker was far more optimistic.

There ensued a lengthy discussion of the preferred location of a virtual pavement. Following a proposal by Cllr. Parker, the Council **resolved** to support a virtual pavement for Westwood along the northern edge of Lower Westwood Road between Lyefield Lane and The New Inn.

Cllr. Parker concluded the discussion on road safety measures by commenting that Wiltshire Council also intended to repaint and reinforce the various white line markings on the Lower Westwood Road.

#### **12 September 2011**

## **5. Westwood Road Safety.**

a. The Clerk stated that he had been handed a brief by Cllr. Parker with a request that various matters be raised and the view of the Parish Council obtained. Mr Coleman reported that Cllr. Parker had received a letter from Martin Rose, Principal Traffic Engineer, Wiltshire Council addressing a number of road safety issues, related to the current '20 mph trial' together with a detailed analysis of the latest metrocount road traffic survey that was undertaken recently in the village. The Clerk commented that the matters to be raised were the addition of more 20mph roundels to be painted on the road surface (to fill in large gaps between existing ones), the introduction of some 'gateway furniture' to reinforce the message that motorists were now entering a 20mph speed limit area and the need to derive suitable questions to be included in the proposed questionnaire that will seek to garner parishioners' views regarding the permanent introduction of a 20mph speed limit area when the trial has been terminated.

The Council considered each of these matters in detail and **resolved** by a majority (For: 0, Against: 5, Abstentions: 1) not to request additional roundels and **resolved** unanimously not to request the introduction of additional gateway furniture. The councillors noted the request for suitable questions and requested that this matter is placed on the Agenda for the next meeting.

Cllr. Bishop stated that he would arrange for a meeting of the Road Safety sub-Committee comprising Cllrs. Parker, Richardson and himself to take place before the next Parish Council meeting to review the progress of the trial to date and to consider the need for any further action.

b. There was nothing to report in respect of the Community Grant application. Cllr. Biles stated that he would investigate this matter to establish the current position.

## **3<sup>rd</sup> October 2011**

## **5. Westwood Road Safety.**

a. Cllr. Bishop confirmed that the data from the latest Metrocount had been received but that there was nothing else significant to report. He added that a parishioner, Chris Humphries, had requested that the Parish Council arrange a meeting with Wiltshire Council that he could also attend in order to review the progress of the '20 mph' Trial. Cllr. Bishop added that he would arrange such a meeting. In respect of the proposed Virtual Pavement, Cllr. Johnston commented that the one at Limpley Stoke had become very indistinct and that a simple white line might be just as effective and considerably cheaper. The general view of the Council was that there was a need for some form of Virtual Pavement between Lyefield Lane and the New Inn and Cllr. Richardson stressed that the emphasis should be on an effective solution that will give some protection to pedestrians and that there may be alternatives to the traditionally painted road surface. Cllr. Richardson stated that he would be attending the CATG Meeting on 7 October and that he had noted the views of the Council and would represent those views at that meeting. He added that some priority should be given by the CATG to this project in view of the proposal by the Parish Council to make a significant financial contribution towards it. The Council **resolved** that Cllr. Richardson would represent the Parish Council at that meeting.

b. The Council noted that Wiltshire Council had, apparently, already decided on a number of the questions to be posed in the questionnaire, although these had not been communicated to the Parish Council. The Parish Council also queried the timescale for such a questionnaire to be distributed to parishioners and the method by which Wiltshire Council was intending to distribute them. Cllr. Edwards suggested that Limpley Stoke Parish Council should also be consulted because they, too, would have had to propose questions for their



'20 mph Trial' questionnaire. Cllr. Richardson stated that he would ask the CATG Meeting for sight of the questions and would also raise the other points to obtain clarification, especially details of the timescales for the consultation process.

c. Cllr. Biles advised the Council that the grant application would be determined by the CATG and not the Area Board and that it was to be discussed at the CATG Meeting on 7 October. Cllr. Richardson commented that the rules for the grant application appear to have changed yet again and that he would also pursue this matter at the CATG Meeting.

## 7 November 2011

### 5. Westwood Road Safety.

a. Cllr. Bishop stated that there had been a meeting of the Parish Council Road Safety Group last week. He reported that the final Metro Count readings are to be taken week commencing 18 November and that the consultation period for parishioners to express their views will take place thereafter. He added that the consultation questionnaire is in preparation and that Wiltshire Council has agreed to finance the community consultation. Cllr. Bishop stated that the next CATG meeting was in early January next year and that would be the opportunity to push forward the proposals for a pedestrian footway at the Iford end of the village along the Lower Westwood Road, between Iford Hill and The Pastures. Cllr. Bishop added that the measured effect, so far, of the 20 mph trial is that the average speed of motor vehicles has been reduced by around 2 – 3 mph and the earlier greater average speed reduction had not been maintained. He concluded his report by summarising the various road safety measures that had been supported by the CATG for both Westwood Parish Council and Wingfield Parish Council, subject to agreement by both councils and commensurate financial contributions. The road safety measures proposed for Westwood were:

- A virtual pavement between Lyefield Lane and The New Inn, with lengths of the the pavement on both sides of the road – initially on the north side of Lower Westwood road from Lyefield Lane and crossing to the other side just prior to the row of cottages at 86 Lower Westwood (approximately).
- Signage indicating the pedestrian use of the Virtual Pavement.
- Single Lane road signage and markings at the 'pinch-point, (Rose Cottage/Orchard Close).
- Refreshing existing road markings/white lining.

Cllr. Howard-Evans stated that there was a need for the road surface to be repaired first and for a renewal, or repair, of the existing surface water drainage system before a virtual pavement is painted on to the road. Cllr. Parker confirmed that Wiltshire Council will be repairing the road before the road safety measures work commences but that this would not include a full resurfacing of Lower Westwood road.

The Council noted that the proposed questionnaire was being prepared with the assistance of PC Barrett.

b. The Council noted that the CATG Community Grant application had been successful and that a vote on whether to proceed with the 'Road Safety Initiatives' should now be taken.

c. The Council **resolved** by a majority that Wiltshire Council is to be asked to implement the following road safety measures:

- A virtual pavement between Lyefield Lane and The New Inn
- Signage indicating the pedestrian use of the Virtual Pavement.

- Single Lane road signage and markings at the ‘pinch-point, (Rose Cottage/Orchard Close).
- Refreshing existing road markings/white lining.

d. The Chairman stated that the estimated cost of the Westwood and Wingfield road safety measures was £14786 and Wiltshire Council had declared that whilst it would provide most of this finance there was a shortfall of £1161, based on the estimated costs, that had to be shared between Westwood and Wingfield Parish Councils and that without this shortfall being met the road safety measures could not proceed. There ensued a discussion on the best way to apportion the respective shares of the two parish councils and following a proposal from the floor, the Parish Council **resolved** to contribute fifty percent towards the shortfall whilst acknowledging that fifty percent of the final, not estimated, cost may slightly increase the contribution made by Westwood Parish Council.

## 5 December 2011

### 5. Westwood Road Safety.

a. Cllr. Bishop reported that there had been no further meetings of the Parish Council Road Safety Group. He added that a further Metrocount survey had been expected to commence around 11 November but as this had not happened he stated that he would contact Wiltshire Council.

The Chairman stated that he was pleased to note that Wiltshire Council intends to commence a programme of repairing and resurfacing the ‘C Classification’ roads around Westwood in February/March next year and added that this information should be displayed on the Parish Council noticeboards in the village when the detailed programme has been published.

Cllr. Higgs commented that the stretch of road between Iford Hill and Staples Hill was particularly dangerous for walkers and improved road safety measures there were a necessity. Cllr. Harding added that there were a significant number of potholes at the bottom of Boswell Road that needed attention.

Cllr. Richardson stated that there are a number of steps being taken by Wiltshire Council to improve the road safety and the condition of the roads in and around Westwood, and that some of these proposals had emanated from the Parish Council Road Safety Group. He recommended that clarification is sought from Wiltshire Council regarding the full programme of work intended for Westwood and that such clarification could be obtained from the CATG Meeting to be held on 9 January 2012.

## 9 January 2012

### 6. Westwood Road Safety.

a. Cllr. Bishop reported that there was now a timetable for the road safety works to be implemented and in view of the recent CATG Meeting, he invited Cllr. Richardson to give a report.

Cllr. Richardson stated that he had that afternoon attended the CATG Meeting and commented that there was now an agreed schedule of works for the road safety measures to be implemented. He gave the following details:

Date	Event
10 <sup>th</sup> January	20mph trial : metro count. This will last for one week.
January	20mph trial : agreement of the content of the Community Questionnaire with Wiltshire Council for all 6 villages participating in the County trial.

	The timetable for the distribution of the questionnaire, collection of feedback, and the publication of the results and recommendations from the 20mph trials will be published in due course.
16 <sup>th</sup> - 29 <sup>th</sup> February	All roads in and around Upper and Lower Westwood, including the whole length of Lower Westwood Road, will be "patched" in advance of work the surface dressing programme this Summer. Full details of the affected roads, their closures and suggested alternative routes during the works are posted on the Westwood parish council website, <a href="http://www.westwoodparish.co.uk/">http://www.westwoodparish.co.uk/</a> , and on the village notice boards.
early March	An On-Carriageway Footpath, sometimes referred to as a "Virtual Pavement" will be installed immediately after the patching works on the Lower Westwood Road between the junction to Upper Westwood and the junction to Farleigh Hungerford. All markings will be reinstated after the surface dressing works later in the Summer.
late March	20mph trial : an additional metro count is being requested after the installation of the On-Carriageway Footway to collect further data.
June / July	All roads in and around Upper and Lower Westwood, including the whole length of Lower Westwood Road, will be surface dressed. Clearly, all road markings will be repainted at this time.

## 6 February 2012

### 5. Westwood Road Safety.

a. Cllr. Richardson stated that the proposed schedule of road safety improvements had been published in the Westwood Update and the first action is for repairs to be made to the carriageways – especially at Lower Westwood. He commented that two additional metro-counts are to take place at each of the four sites following the installation of the virtual pavement and following the later addition of further signage in order to give a sound statistical basis for judging the effectiveness of the various safety measures.

Cllr. Richardson reported that the recent site survey with David Thomas (Wiltshire Council) was particularly productive and a provisionally agreed list of additional safety measures was produced, all of which represented low cost /quick fixes and able to be financed from the increased CATG/Wiltshire Council Budget of £25,000. He added that the reason for a number of existing road signs, such as the weight restriction signs, was historical and when the Traffic Orders were published to confirm the 20 mph limit – assuming that this was the final decision – then all existing signage would be reviewed and any changes included within the order.

Cllr. Richardson concluded his report by stating that the next CATG meeting is to be held on 5 March and it would be very helpful to review the list agreed with David Thomas before then to enable the CATG to endorse the proposals.

Cllr. Harding expressed concern that one or two of the 20 mph signs at Upper Westwood were badly positioned. Cllr. Richardson replied that he was aware of this, especially in relation to the signs at Chestnut Grove and that they will be improved as part of the road safety programme.

b. Councillors noted and generally supported the proposed road/pedestrian safety measures detailed in the report of the site visit tabled by Cllr. Richardson.

Cllr. Harding commented that a decision had been made by the Parish Council at a previous meeting not to have a pavement at the Iford end of the village but, instead, to create a

footway on the existing grass verge. This view was supported by other councillors. Cllr. Richardson noted this for future reference.

## 5 March 2012

### 5. Westwood Road Safety.

a. Cllr. Richardson stated that the road works to improve the state of the classified roads through Westwood had now been completed during the period 22 – 28 February and he commented that except for one or two relatively minor matters the work had been completed to a high standard. He added that he had raised a query about the stretch of road from the tree-lined single lane [west side] to Downside Nurseries, which has not been repaired. He reported that the 'white-lining gang', including painting the virtual pavement, are scheduled for 7 March and that resurfacing is still planned for June / July, after which the white-lining, including the virtual pavement, will be repainted.

Cllr. Richardson stated that he had attended the CATG Meeting that afternoon and that additional works for Upper Westwood, costing £538, have been approved and funded by the CATG. He commented that he had raised query about the date of works, which was to include signage and white-lining for the Westwood Nursery School area. He observed that other works which require legal permissions, such as moving the speed derestriction sign from the start of the tree-lined single lane to the other side of Downside Nurseries, will be revisited at the time of making a Traffic Order for the permanent implementation of the 20mph speed limit, if that is agreed.

He reported that other points emerging from the CATG Meeting were:

- The total budget of £25K for this fiscal year had been committed. The budget for 2012 - 13 is £10,602, and expectations of substantial further funding for Westwood should be lowered, unless Westwood Parish Council make financial contributions towards the work.
- Along with the C213 at Monkton Farleigh, and the C225 from the A36 to Midford, the C217 from Cock Hill, Trowbridge through to the A36 are to be considered for a total C road speed review. The 20mph trial in Westwood will not exclude the C217.
- Outstanding traffic calming and road improvements will need to be reviewed and updated, and revised requirements resubmitted to the CATG for their June meeting. Cllr. Richardson suggested that a meeting of the Westwood Road Safety Group is convened to carry out the review.
- The 20mph survey questionnaire is being finalised and it is estimated that it will be sent out towards the end of this month. However, the Parish Council has raised some concerns regarding its wording and emphasis which will be forwarded to the Wiltshire Council coordinator, Martin Rose.
- After completing the remaining metro counts at the other 20mph sites and following the analysis of all the survey results a report is to be published in the Summer.

The Chairman thanked Cllr. Richardson for his report. Cllr. Richardson stated that Mr Dave Thomas at Wiltshire Council had been particularly helpful and supportive in the implementation of these road safety improvements at Westwood and, following a proposal from Cllr. Richardson, the Council **resolved** unanimously to write a letter to the Wiltshire Council Service Director for Highways, Mr Parvis Khansari expressing its appreciation of the work undertaken by Mr Thomas..

Cllr. Howard-Evans stated that he still supported some form of footway utilising the existing grass verge at the lford end of the village and was very disappointed that this matter had not been included in the work programme to be implemented at Westwood. Cllr. Richardson commented that a great deal had been achieved but the programme would be one of continuous improvement and requests for this footway work would be submitted to the Wiltshire Council CATG in due course.

Cllr. Higgs congratulated all those concerned in improving the appearance of the village and for making it a safer place to live.

b. Councillors decided that it was premature to assess whether the '20 mph Speed Limit' should be made permanent and that a more informed decision could be made following the completion of the trial, publication of the metro count survey results/analysis and knowledge of the feedback from the Survey Questionnaire. The Clerk was asked to place this matter on the agenda for the September Parish Council meeting.

c. Discussion on possible additional road safety measures for Westwood was deferred until a subsequent meeting.

d. The Chairman observed that the proposed Community Survey questionnaire had only been received by some councillors. A sample questionnaire was tabled and circulated to all councillors. Notwithstanding that, and also bearing in mind that it was to be a generic questionnaire equally applicable to the five trial sites, he considered that some of the wording could be improved and that better 'tick boxes' could be provided that required some thought to be exercised by the respondents when completing the questionnaire. He invited all councillors to forward any comments to him and he stated that he would liaise with Cllr. Richardson when responding to Wiltshire Council, David Rose.

## **2 April 2012.**

### **5. Westwood Road Safety.**

a. In the absence of Cllrs. Bishop and Richardson no report was given.

*Clerk's Note.*

*Cllr. Richardson sent the Clerk the following update on a number of road safety issues to be read out at the Parish Council meeting. Although it was sent prior to the meeting it was not received by the Clerk in time for the meeting. It is reproduced below (in italics) for information.*

*Questions asked and issues raised by Cllr. Richardson:*

- 1. One [large] area of Westwood which has hitherto received no material attention, is the residential highway network.*
- 2. Review what can be done to stop pavement mounting at the pinch point [narrow section at the junction of Orchard Close to the Westwood Social Club] on the C217, and the repair of the damaged pavement along that stretch.*
- 3. Review what traffic calming can be done on the C217 on the exit from the village in the direction of Freshford, on the sharp bend and junction to lford.*
- 4. Reoccurrence of potholes due to water damage at various places on the C217.*
- 5. Condition, visibility and position of signage.*
- 6. Further traffic calming measures in Lower and Upper Westwood which compel self-enforcement without policing.*

*Responses to the above from Stuart Renfrew, Wiltshire Council :*

*(1) You are correct in your assumption that, unlike most of my parishes, Westwood is benefitting from a number of current interventions primarily along the main C217. The residential areas may suffer weed growth and minor loss of footway or road surfacing, all of which can be assessed against our intervention criteria with repairs scheduled accordingly.*

*Other areas for consideration could be storm water drainage blockages, faded lining, dirty signage, overgrown highway trees and grassed areas etc. I can work through a list of Parish or Parishioner concerns independently for these areas and report back by mail once inspected if that would be easier.*

*(2) I would like to look at this with you as I remember the pinch point as being a give and take affair without recourse to mounting and damaging the footway. Additionally, only very minor 'patch up' repairs could be undertaken here without a full road closure, which it is always better to avoid.*

*(3) As a maintenance office we would not be involved in any new traffic calming proposals which should be routed through the CATG element of your Area Board having first secured Parish Council approval.*

*(4) As you are aware the route is to be surface dressed this summer and larger areas of damaged surface have already been patched in readiness for the overlay. In the week prior to the dressing, advance crews will be filling minor potholes and encroaching overruns along the road so as to create a level surface for the tar and chipping treatment. I will take a drive through to ensure that there are no serious holes in the meantime.*

*(5) We can wash existing signage or arrange for it to be renewed if it has lost its effectiveness through fading or damage. We can either look at such signs together or, as with the residential areas, I can work through a supplied list of sites. New signage requests or the re-positioning of existing signs can be dealt with by Dave Thomas's team who's contact details you already have.*

*(6) As point (3).*

*End of Report.*

In his report, Cllr. Richardson stated that the village walkabout with Stuart Renfrew is now proposed to take place on 18<sup>th</sup> May.

b. The Clerk tabled the questionnaire proposed by Wiltshire Council and gave copies to councillors for them to examine.

Cllrs. Harding and Biles commented that the questionnaire did not invite the respondent to state whether he or she supported the permanent implementation of the 20 mph limit throughout the village. Both councillors commented that this particular question was promised by Wiltshire Council and its absence from the questionnaire is counter to the agreement and understanding that the Parish Council had with Wiltshire Council. Cllr. Harding stated that Wiltshire Council had reneged on the deal agreed with the Parish Council at the outset of this 20 mph speed limit trial. Cllr. Biles insisted that this question must be put to the parishioners as promised otherwise it would be necessary for the Parish Council to promote a referendum in the village to gauge opinion because the parishioners also were expecting to be able to express their views about its permanent implementation. Councillors commented that the original 'sample' questionnaire had contained such a question.

The Clerk advised councillors of the content of an exchange of e-mails between Cllr. Richardson and Martin Rose (Wiltshire Council) in which Mr Rose has stated that his Service Director had specifically requested that this question be omitted fearing that the response from respondents would be for the permanent implementation of the new speed limit without them giving deeper thought to the matter that would be exposed by other less direct, but equally relevant, questions that the proposed questionnaire contained.

Councillors also expressed concern that there was an invitation on the questionnaire for respondents to reply online and that there would be no check as whether the online respondent was actually a parishioner or someone from without the parish or whether multiple online responses came from a single respondent. Councillors observed that such an abuse could greatly skew the results and be unrepresentative of parishioner's views.



A lengthy discussion took place, and following a proposal by Cllr. Biles, Council **resolved** that the omission of a simple 'YES/NO' question is raised as a matter of urgency and that Cllr. Richardson as the Parish Council's delegated representative on the CATG is requested to take the matter up with Wiltshire Council as soon as possible. The prevailing view of the Council was that a simple 'YES/NO' question regarding the permanent implementation of the 20 mph speed limit in Westwood must be included on the questionnaire.

## **8 May 2012.**

### **5. Westwood Road Safety.**

- a. In the absence of Cllr. Richardson no report was given.
- b. The Clerk stated that Cllr. Harding had written to him making various observations regarding the omission of a question in the questionnaire inviting parishioners to answer 'Yes' or 'No' to the permanent implementation of the 20 mph speed limit in the village. The Clerk read out this missive in full.

Councillors expressed their disappointment at the omission of this question when it was generally agreed that it was to have been included when the trial was first proposed and commented that Wiltshire Council now appear to be pressing ahead irrespective of the views of the local community. They considered that there should have been more dialogue between the Parish Council and Wiltshire Council and that Wiltshire Council should have been more responsive to parishioners' views. Cllr. Howard-Evans stated that in his view far too many road signs had appeared during the course of this trial and that many of them were unnecessary and unsightly.

## **11 June 2012**

### **6. Westwood Road Safety.**

*Clerk's Note.*

*Agenda items 6a and 6b are both covered by the following minute.*

Cllr. Richardson gave a full report on the progress of the Westwood 20 mph Speed Limit Trial. He commented that although the senior officers and councillors at Wiltshire Council have been generally unwilling to engage fully with the Parish Council over certain matters the response from those at the working level has been excellent with specific individuals ensuring the success of the trial and, more especially, the implementation of the associated road safety improvements.

Cllr. Richardson and other councillors lamented the fact that it had been understood that the content of the questionnaire would be agreed between Wiltshire Council and Westwood Parish Council. However, the final version that has now been sent to selected addresses within the parish had been designed, to a very large extent, by Wiltshire Council alone and that this version had been imposed on the parish. Cllr. Richardson observed that the questionnaire had not been delivered to each household in the parish likely to be affected by the permanent implementation of the reduced speed limit, only one questionnaire was delivered per household irrespective of the household occupancy and it failed to identify the nature of the respondent – motorist, pedestrian, cyclist etc. He commented that the Parish Council had made strenuous efforts to influence the content of the questionnaire so that a full suite of relevant questions would be included such that any analyses of those returned would provide detailed and meaningful information relating to the road safety in Westwood. He added that the only course now was to await the written report from Wiltshire Council following the analysis of the results and to decide what further action to take at that point.

Cllr. Richardson described the other highway improvements that are scheduled to take place in Westwood.

Cllr. Richardson provided each councillor with a written report that is reproduced below for completeness.

The Report by Cllr. Richardson is shown in italics and responses from Wiltshire Council in parentheses.

### **Start of Report:**

#### **20mph Speed Limit Trial and Questionnaire :**

• *Questionnaires sent out by Wiltshire Council for responses by 22<sup>nd</sup> June, but not all residents/households in the Parish have received a questionnaire.*

*Issues raised with WC Highways and Councillors, including the CATG :*

• *The 20 mph trial is implemented in the Westwood Parish. What criteria was used to select the recipients of the questionnaire ?*

(A decision was taken some time ago that only those residents within the limits of the 20mph restriction would be asked to fill in the questionnaire. This is a consistent approach taken across all the trial sites in order to contain the overall number of responses and subsequent analysis that will be required. Clearly if all stakeholders were included the overall number of questionnaires would increase exponentially. We are however happy to extend the limits of the survey to cover all properties within the parish boundary should this be the desire of the parish council. )

• *The 20 mph trial was agreed with, and has received active support from the Westwood Parish Council. With which Councillor were these criteria agreed ?*

(The decisions taken with regard to the extent of the surveys have been taken by officers under their delegated powers with the support of senior management.)

• *The 20 mph trial impacts the Westwood Parish and all our parishioners have a right to express their view. Which addresses and how many residents of the Parish have been sent a questionnaire, and which addresses and how many have not ?*

(All households within the limits of the 20mph restriction have received a copy of the questionnaire. The total number of surveys distributed to date is 435.)

*Outstanding issues not resolved satisfactorily, despite earlier engagement and agreements, implied or in good faith :*

• *Generally, questions have been changed from earlier versions without further reference to trial participants, including :*

• *Not having a “yes / no” decisive question in the questionnaire.*

• *Not having a questionnaire per person on the electoral register [rather than per household].*

• *No longer an optional link to an electronic version available*

• *No clarity about who is responding and in what capacity.*

• *Use of undefined terminology, such as “sometimes high”.*

(It is disappointing that Mr Richardson believes that Wiltshire Council has not been ‘on the ball’ with the survey of residents and engagement with the Parish Council. We believe we have done our utmost to involve the Parish in our survey of residents, with the form of questions and layout of the questionnaire being changed following initial feedback from the Parish. The final form of the questionnaire now in circulation has been discussed and agreed with our Service Director and Cabinet Member. The key message here is that it is our survey and it is intended to gather community feedback on the trial, it is not intended to be a local referendum or a popularity contest. To help consistency across all the trial 20mph sites the same survey has been used. We recognise that this means that some of the

questions and /or points that Westwood would like to have seen included have not been, but it is more important for us to be consistent across all our trial sites. It is we as the Highway Authority that have the final decision to make. Clearly if the Parish are unhappy with our survey they are within their rights to carry out their own survey and analysis and submit it with their comments to us. This option was made clear to the Parish some months ago. During the trial period we have been approached directly by local residents who expressed the view that the Parish Council did not represent the views of the local populace and were working to their own agenda. As such the questionnaire has sought to take a neutral and independent stance in order to acquire a true representation of local residents views.)  
[End of Report]

Cllr. Richardson and other councillors commented that it is clear from the responses from Wiltshire Council that Wiltshire Council had not engaged fully with the Parish Council and that such 'consultations' were cursory, especially in relation to the questionnaire. Cllr. Richardson commented that some of the language used by Wiltshire Council confirmed this approach and that he was disappointed that Wiltshire Council appeared to consider that the Westwood road safety campaign was a personal crusade whereas he was merely representing the Parish Council following his appointment as its representative.

## 9 July 2012

### 5. Westwood Road Safety.

Cllr. Richardson gave a full report on the progress of the Westwood 20 mph Speed Limit Trial and on the recent additional road works within the village, including the resurfacing of the roads. Cllr. Richardson sent a written report to the Clerk prior to the meeting and this report which Cllr. Richardson presented at the meeting is shown below in italics:

#### Start of Report.

#### **WORK DONE :**

1. *The roads around Westwood were top dressed last month, albeit there are issues with the quality and completeness [see below].*
2. *The white-lining was completed last week.*
3. *The 20mph trial survey was completed on 22<sup>nd</sup> June.*
4. *Various potholes along Tynings Way and Leslie Rise were plugged last month.*
5. *Drains along the C217 from the Frome Road to Staple Hill were unblocked last month.*

#### **ISSUES & CONCERNS :**

1. *The on-carriage footway has had no top dressing and stands out as appearing to have been missed. Is this to be dressed as part of the road, or a separate virtual pavement throughout its length ?*
2. *The excess water from Lyfield Lane is running down the on-carriage footway. Stuart Renfrew has scheduled work to "fix" this, but can it be brought forward ?*
3. *Will there be a "quality inspection" of all the work done to the roads and any substandard work scheduled to correct ? This includes overall quality and completeness, as well as specific uneven surfaces, bare patches, and water pooling.*
4. *Will the 20mph surfaces and white-lining be refreshed at the entrances to the village on the East and West sides of the C217 ?*
5. *At the bottom of Orchard Close, the work done will be very quickly damaged at the edge by delivery lorries to the Westwood Club. Should the bottom of Orchard Close be dressed part of the way from the junction to protect the investment ?*

## **ACTIONS & SUGGESTED NEXT STEPS :**

1. Obtain answers to the issues raised with Dave Thomas and Stuart Renfrew, Highways, Wiltshire Council. Dave Thomas has requested a quality inspection and has referred the issues raised to the maintenance teams concerned. He anticipates getting a response back by the end of this week. [**Action** : IR liaising with Dave Thomas].
2. Improved signage and road markings in Upper Westwood are programmed for installation by the end this month. [**Action** : IR liaising with Dave Thomas].
3. Mr Pobjoy's field entrance opposite Downside Nurseries is to receive some attention. [**Action** : IR liaising with Stuart Renfrew].
4. Reconvene a meeting of the Westwood Road Safety Group. [**Action** : JB to arrange, requesting Dave Thomas and Stuart Renfrew to be present].

## **20MPH SURVEY TIMETABLE :**

1. A few questionnaires are still being received after the deadline.
2. In Westwood, 435 surveys were issued and 262 responses have been received [60% response rate].
3. In total, 1,300 responses have been received from the 6 trials.
4. Analysis of the data will take place over the next few weeks and a summary report for each individual trial site will be produced, including all the speed and volumetric data and survey results. These will be issued to the respective parish councils for comment sometime during August.  
[**Note** : It has been pointed out that this parish, and probably the other 5 parishes too, do not meet in August and some additional time will need to be allowed in September for consultation].
5. A larger Cabinet Member report will be produced in late August / early September.
6. It will be the Cabinet Member report in which Mr Tonge will make recommendations and take decisions about each site. One of three options will be available to him :
  - a. Retain the 20mph limit in its current form.
  - b. Remove the 20mph limit and reinstate the existing 30mph limit.
  - c. Retain the 20mph limit with amendments made, such as alterations to the terminal points.

## End of Report.

Councillors discussed this report in some detail and although a number of queries were raised regarding the questionnaire and the possible content of the final report from Wiltshire Council on the '20 mph trial' it was decided to await the publication of that Cabinet Member report before making any further representations to Wiltshire Council.

Cllr. Richardson stated that he considered that the time was now right for a meeting of the Westwood Road Safety Group to take place and that a suitable time would be when the Cabinet Member report had been received and for the meeting to be held during the day on 3 September.

## **3 September 2012**

### **5. Westwood Road Safety.**

Cllr. Richardson reported that following his representations to Wiltshire Council on the standard of the recent road resurfacing, Wiltshire Council officers were to undertake

remedial work on the defects identified and this work was scheduled for 4 September. He stated that he will inspect this remedial work, when completed, and that he would report back to the Parish Council. He added that he would also draw the attention of Wiltshire Council to any unresolved matters.

Cllr. Parker observed that the virtual pavement also required attention because it had not been resurfaced even though it forms part of the carriageway. He added that the white-lining required refreshing.

Cllr. Richardson stated that the next CATG meeting is to be held on 1 October and that he would attend that meeting.

Councillors expressed their dismay and disappointment at the current attitude of Wiltshire Council officers in that whereas in the early days of the proposed 20 mph speed limit trial Wiltshire Council engaged fully with the Parish Council and both parties viewed it as a cooperative venture, recent communication with Wiltshire Council had become more fractious with Wiltshire Council appearing to impose their will at the expense of the wishes or views of the Parish Council. Councillors added that this was particularly evident in respect of the village survey that was undertaken by Wiltshire Council.

The Chairman stated that he understood that the results of this survey were to be published in August but nothing had yet been received. He added that it was essential that the Parish Council had the opportunity to see the survey results and to debate the issue before any decision is made by Wiltshire Council regarding the permanent implementation of the 20 mph limit in Westwood. This view was strongly supported by Cllr. Richardson and other councillors.

The Council **resolved** that Cllr. Tonge, the Cabinet Member for Highways & Transport, be invited to the next Parish Council meeting to discuss the results of the survey and to obtain the views of the Parish Council before he makes the decision regarding the implementation of the 20 mph speed limit.

Cllr. Bishop stated that he would advise the members of the Westwood Road Safety Group of the current position in respect of the road safety improvements on receipt of a report from Cllr. Richardson regarding his inspection following the remedial action.

b. The Council **resolved** not to undertake a new Village Survey to seek local views relating to the permanent implementation of a 20 mph speed limit for the time being. A decision whether to conduct an independent survey will be taken when the Wiltshire Council survey results are known.

The Clerk drew the attention of the Council to a letter he had received from a parishioner seeking the installation of a sign showing 'Upper Westwood'. Councillors were of the view that Westwood is a single village and has place signs to that effect and that 'Upper Westwood' and 'Lower Westwood' have no separate identity. The Council **resolved** not to request an additional sign.

Cllr. Higgs stated that she did not believe that vehicles were keeping to the 20 mph speed limit any longer and that the speeds were similar to those before the 20 mph speed limit. Councillors Bishop and Edwards disagreed stating that vehicle speeds were generally lower than they were prior to the 20 mph speed trial being implemented, although it had been generally accepted that vehicle speeds would fall only by a few miles per hour following the implementation of the trial.

**1<sup>st</sup> October 2012**

## **5. Westwood Road Safety.**

The Clerk stated that Cllr. Tonge, the Cabinet Member for Highways & Transport had been invited to attend this Parish Council meeting to discuss the results of the survey and to obtain the views of the Parish Council before he makes the decision regarding the permanent implementation of the 20 mph speed limit. In reply, Cllr. Tonge had stated that neither the evaluation report nor the proposed revisions to the Department of Transport (DfT) Circular 01/06 (which covers the issue of 20 mph limits and zones) had yet been published. However, following their publication he would be pleased to attend a Parish Council meeting.

a. Cllr. Richardson gave the following report to the Council in respect of the progress of the 20 mph Speed Limit trial:

*Clerk's Note.*

*This report was sent to the Clerk prior to the meeting and was presented verbally to the Council by Cllr. Richardson.*

## **20mph Trial**

Summary :

1. Draft trial report targeted for completion by 30 Sep 12, and then submitted for internal review.
2. Final report sent to Parish Councils targeted for mid Oct 12, requesting formal comment on the evaluation report [implied one calendar month to capture all meeting dates]. This is the opportunity to raise issues and concerns, such as :
  - a. Absence of "yes / no" question.
  - b. Alterations [eg; gates on village entrances; moving the start of the 20mph limit on the east C217].
3. Preparation of cabinet member report in early Nov 12.
4. If the decision is to make the 20mph limits permanent. Traffic Regulation Orders will be progressed and targeted by 31 Dec 12.

From: **Community Area Transport Group (CATG).**

### 20mph Speed Limit Trial update :

- a. Wiltshire Council timetable for the final decision is being deferred until early in the New Year to coincide with the publication of the DfT guidelines.
- b. Comments were raised about them being "guidelines, and that BANES has proceeded regardless. Seen as a delaying tactic, or even an excuse to reject permanent 20mph traffic orders.
- c. The Chairman summarised the analyses of the 20 mph Speed Limit survey that had been conducted by Wiltshire Council following the completion of the trial and commented that the response from parishioners had been impressive and statistically significant. He stated that there was evident support from parishioners for the permanent implementation of the 20 mph speed limit in Westwood. Cllr. Biles stated that only one questionnaire had been delivered per household irrespective of the number of car drivers or occupants living at each address and Cllr. Johnston observed that some parishioners had also decided to photocopy the questionnaire and to complete these and to send them back to Wiltshire Council. Cllr. Biles argued that the survey could be seen as unrepresentative of the true feelings of parishioners. Cllrs. Parker and Richardson commented that they each had experience of conducting surveys and the effect of these apparent shortcomings on the overall result would have been negligible. Cllr. Howard-Evans expressed concern that although the Parish Council had previously expressed its dissatisfaction with the wording of the questionnaire it now appeared to be content to accept the results of the survey irrespective of those concerns.



The Chairman stated that he had been requested by Wiltshire Council to contribute to the report being prepared by Wiltshire Council that will be sent to the Cabinet member for Highways and Transport, Cllr. Tonge, to enable him to make a decision regarding its permanent implementation at Westwood and the other trial sites. The Chairman stated that he had drafted paragraphs to include in that report and that he had also prepared a report on the 20 mph Speed Trial that could be sent to all households in Westwood that contained those same paragraphs. He added that a copy of his report had been sent to all councillors prior to this meeting to enable councillors to consider the proposed wording of those paragraphs.

Clerk's Note.

The specific paragraphs are as shown below in italics:

*'Over the last 18 months Westwood Parish Council have worked closely with Wiltshire Highways Department to implement, monitor and adapt the 20mph trial in Westwood. Although there have occasionally been some rocky times, overall the cooperation between us has been very good and the Westwood Parish Council would like to thank Wiltshire Highways Department for all their work, help and input to the trial.*

*In absolute terms average speeds through the village have decreased by 2.3mph, which is in line with what we expected. However, and much more importantly, the results of the survey of householders in the village are much more definitive. 57% of households that received the survey responded to it, a stunning response, meaning that the results are certainly statistically representative of the village as a whole and in a democratic society should therefore be the deciding factor in moving forward. 77% of respondents felt that before the trial speeds were high or very high and only 23% felt that speeds were about right or not a problem, 74% of respondents felt that speeds had decreased during the trial while only 3% felt they had increased and only 23% felt they had stayed the same, 45% felt that the village was safer, 28% disagreed that it was safer and 27% had no opinion. **Critically 56% of respondents felt that they were satisfied or very satisfied with the 20mph limit whilst 28% were dissatisfied or very dissatisfied, with 15% neither satisfied or dissatisfied.** So overall there is a significant majority of Westwood households that feel that they are satisfied with the 20mph limit. On this basis Westwood Parish Council strongly recommends that the opinions of the villagers are accepted and that the 20mph limit is retained, albeit with a few minor modifications which are being discussed with Wiltshire Highways Department. Westwood Parish Council would be extremely disappointed if the wishes of the village are not implemented.'*

Following a proposal, the Parish Council **resolved** (For: 6, Against: 2) that the wording shown above be included in the response to Wiltshire Council.

Councillors noted that this resolution supported the permanent implementation of the 20 mph speed limit in Westwood, subject to some minor adjustments.

The Council **resolved** that the full wording of the report to be sent to all parishioners will be agreed at the next Parish Council meeting. The Council further resolved that when agreed, 550 Black and White copies are to be produced at a cost of approximately £132.

## **5 November 2012**

### **5. Westwood Road Safety.**

a. The Chairman stated that the promised report on the '20 mph Speed Limit Trial' from Wiltshire Council had not yet been issued and that he would contact Martin Rose to enquire why it had not been published and to obtain a new date for its publication.

b. In the absence of the report (see above) this item was deferred until a subsequent meeting.

c. There was no report given on the proceedings of the CATG meeting.

In a written report received from Cllr. Richardson prior to the meeting he provided a report on the highway repairs thus (shown in italics):

*'All repairs have been completed except for the emerging cracks and bare patches which the contractor was due to complete in October at their cost. Bad weather prevented them from doing this, and now the time of year makes doing such works impossible as the materials used may not adhere well in these Autumn and Winter temperatures. The remedial works have therefore been rescheduled for the Spring next year. One to note to chase !*

*A minor outstanding is the removal of the road markings where utility works were indicated. Dave Thomas has chased Highways to remove them.'*

### 3 December 2012

#### 5. Westwood Road Safety.

a. The Chairman stated that he had received the extract from the proposed report on the '20 mph Speed Limit Trial' from Wiltshire Council (Martin Rose) that related specifically to Westwood. It comprised an analysis of the metrocount results, diagrammatic representation of traffic flows and speeds – diagrams that were identical to those already seen by the Parish Council – and comments on the trial from local residents. He added that a similar synopsis had been prepared for the other trial sites but they had not been provided to him. The Chairman stated that the full report and the recommendations on whether there is to be a permanent implementation of the reduced speed limit was now not going to be published until sometime in the New Year when Cllr. Tonge had had the opportunity to study the new Department of Transport Guidelines that included guidance on '20 mph Speed Limit Areas'. These Guidelines were also to be available early in the New Year.

b. The Council **resolved** that this report extract be published on the Parish Council website and that the current situation regarding the '20 mph Trial' implementation be reported in the next issue of the Westwood Update. The Council further **resolved** that the wording for the article in the Westwood Update is to be agreed at the January Parish Council meeting.

### 7 January 2013

#### 5. Westwood Road Safety.

a. The Chairman that he had not yet received the proposed full report on the '20 mph Speed Limit Trial' from Wiltshire Council, although it had been promised early in the New Year. During a brief adjournment, Cllr. Conley commented that she understood that she expected Cllr. Tonge to have made a decision whether the 20 mph speed limit is to permanently implemented before the next CATG Meeting to be held on 11 March and, as far as she was aware, the new Department of Transport Guidelines that included guidance on '20 mph Speed Limit Areas' had now been published. The Chairman asked the Clerk to invite Cllr. Tonge to attend the next Parish Council Meeting to engage in a discussion about the results of the trial and the recommendations in the report prior to him making a decision regarding implementation.

Cllr. Richardson stated that he considered that it was now the appropriate time to hold another Westwood Community Road Safety Group Meeting to review the various road safety measures that had now been introduced in Westwood and to identify any unresolved issues.

b. The Council **resolved** that the article for the Westwood Update relating to road safety measures, including the results of the '20 mph speed trial' should be drafted following Cllr. Tonge's attendance at the Parish Council Meeting.

## **4 February 2013**

### **5. Westwood Road Safety.**

a. Cllr. Richardson provided a written report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial' and gave a verbal report to the Council that summarised the main points contained within that report.

This report is reproduced below (shown in italics):

#### **20 mph Trial :**

1. *We have been invited to present to the Community Area Board on Wednesday, 13 March, to be held at the Westwood Social Club.*
2. *The circular entitled "Setting Local Speed Limits", was issued by the Department for Transport last month. It is under review and it is hoped that the Wiltshire Policy will be available by the CAB in March. Sample extracts are [with the relevant paragraph numbers used in the circular] :*

#### **Section 6.1 : 20 mph Speed Limits And Zones**

79. *20 mph zones and limits are now relatively wide-spread, with more than 2,000 schemes in operation in England, the majority of which are 20 mph zones.*

80. *20 mph zones require traffic calming measures (e.g. speed humps, chicanes) or repeater speed limit signing and / or roundel road markings at regular intervals, so that no point within a zone is more than 50m from such a feature. In addition, the beginning and end of a zone is indicated by a terminal sign. Zones usually cover a number of roads.*

81. *20 mph limits are signed with terminal and at least one repeater sign, and do not require traffic calming.*

82. *There is clear evidence of the effect of reducing traffic speeds on the reduction of collisions and casualties, ..... There is also clear evidence confirming the greater chance of survival of pedestrians in collisions at lower speeds.*

83. *Important benefits of 20 mph schemes include quality of life and community benefits, and encouragement of healthier and more sustainable transport modes such as walking and cycling. There may also be environmental benefits as, generally, driving more slowly at a steady pace will save fuel and reduce pollution. Walking and cycling can make a very positive contribution to improving health and tackling obesity, improving accessibility and tackling congestion, and reducing carbon emissions and improving the local environment.*

84. *Based on this positive effect on road safety and a generally favourable reception from local residents, traffic authorities are able to use their power to introduce 20mph speed limits or zones on :*

- *Major streets where there are – or could be - significant numbers of journeys on foot, and/or where pedal cycle movements are an important consideration, and this outweighs the disadvantage of longer journey times for motorised traffic.*
- *Residential streets in cities, towns and villages, particularly where the streets are being used by people on foot and on bicycles, there is community support and the characteristics of the street are suitable.*

85. *Successful 20 mph zones and 20 mph speed limits are generally self-enforcing, i.e. the existing conditions of the road together with measures such as traffic calming or signing, publicity and information as part of the scheme, lead to a mean traffic speed compliant with the speed limit. To achieve compliance there should be no expectation on the police to*

*provide additional enforcement beyond their routine activity, unless this has been explicitly agreed.*

*86. Evidence from successful 20 mph schemes shows that the introduction of 20 mph zones generally reduces mean traffic speed by more than is the case when a signed-only 20 mph limit is introduced. Historically, more zones than limits have been introduced.*

*87. A comprehensive and early consultation of all those who may be affected by the introduction of a 20 mph scheme is an essential part of the implementation process. This needs to include local residents, all tiers of local government, the police and emergency services, public transport providers and any other relevant local groups (including for example, groups representing pedestrians, cyclists, drivers, or equestrians). Further details about consultations are set out in Appendix A.*

*88. It is important to consider the full range of options and their benefits, both road safety and wider community and environmental benefits and costs, before making a decision as to the most appropriate method of introducing a 20 mph scheme to meet the local objectives and the road conditions.*

### **Section 7.3 : Villages**

*131. Fear of traffic can affect people's quality of life in villages and it is self-evident that villages should have comparable speed limits to similar roads in urban areas. It is therefore government policy that a 30 mph speed limit should be the norm through villages.*

*132. It may also be appropriate to consider 20 mph limits or zones in built-up village streets which are primarily residential in nature, or where pedestrian and cyclist movements are high. Such limits should not, however, be considered on roads with a strategic function or where the movement of motor vehicles is the primary function.*

### **Section 5 : The Speed Limit Appraisal Tool**

*64. In the Strategic Framework for Road Safety (DfT, May 2011) the Department for Transport announced that it would provide a new speed limit appraisal tool to help local authorities assess the full costs and benefits of any proposed schemes and help make evidence-based decisions to introduce local speeds that reflect the needs of all road users.*

*65. The tool is available at <https://www.gov.uk/government/publications/speed-limit-appraisal-tool> and local authorities are invited, though not required, to use it. Its use is free of charge and is not restricted to local authorities.*

*66. The tool has been designed to enable local highway authority officers and other professionals to :*

- forecast mean and 85th percentile speeds for speed limit changes*
- forecast changes to: journey times separately for business and personal users; vehicle operating costs including fuel; accidents by severity; CO2 emissions; and NOX emissions; and,*
- appraise changes in speed limits to 20 mph, .....*

b. Cllrs. Richardson stated that he had been invited by Peter Dunford, the Community Area Board Manager, to give a presentation on the '20 mph Speed Limit' in Westwood at the next Area Board meeting and that subject to the agreement of the Parish Council he would be keen to present the findings and to raise a number of related issues. The Chairman commented that he would wish to assist Cllr. Richardson in developing the presentation. The Council **resolved** that Cllrs. Richardson and Parker deliver a presentation to the next Area Board meeting to be held on 13 March and observed that a rehearsal of that presentation could be given to the Parish Council at its next meeting for endorsement by the Parish Council.

c. Cllr. Richardson explained that the process for implementing a Community Speed Watch (CSW) scheme in Westwood was via the Community Area Board and Cllr. Biles

explained that there are some twenty-two outstanding bids from other communities to be enrolled in the CSW and in the absence of the CSW Coordinator – this post is currently vacant – he was not hopeful that the bid from Westwood would be successful. He added that Wiltshire Police are not well disposed to such schemes when applied to existing 20 mph speed limit areas. Cllr. Richardson commented that it would, nonetheless, be worthwhile to make an application despite the apparent difficulties. The Council **resolved** that Westwood makes an application to join the CSW scheme. Cllr. Richardson stated that he would make further enquiries regarding the application and that he would make an application on behalf of Westwood.

The Chairman stated that in view of the increased traffic speed along Lower Westwood road he would request Wiltshire Police to undertake speed checks there, recognising that enforcement of the speed limit would be restricted to those motorists exceeding 30 mph. He commented that he was aghast that in view of all the money, time and effort spent on acquiring a 20 mph speed limit – albeit for a trial period – no-one was prepared to take steps to legally enforce it.

## **5 March 2013**

### **5. Westwood Road Safety.**

a. Cllr. Richardson provided a written report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial' and gave a verbal report to the Council that summarised the main points contained within that report. The full report is reproduced below (shown in italics):

#### **20mph Trial & Road Safety :**

*Action 1 (7/1/13) from the WPC meeting on 4<sup>th</sup> February : We have been invited to present our communities views to the Community Area Board, but this has been put back from March to Wednesday, 17<sup>th</sup> July at the Westwood Social Club.*

- (i) For an update from the CATG meeting, please see CATG Point 1.*
- (ii) Meanwhile, development of our presentation is on hold pending clarification of its purpose and position in the overall Wiltshire Council [WC] timetable for its 20mph Policy.*

#### **Recommendations :**

*Following the exchange of notes between our Chair and the WC, we reconvene a meeting of the Westwood Road Safety Group this month ahead of the Annual Parish meeting on 9<sup>th</sup> April, chaired by our Chair for authority and denoting its importance at this stage, to begin the process of :*

- (i) Designing our plans for the implementation of our 20mph Zone; and,*
- (ii) Plans and proposals for setting up our Community Speed Watch scheme.*

## **8 April 2013**

### **5. Westwood Road Safety.**

a. Cllr. Richardson provided a written report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial' and gave a verbal report to the Council that summarised the main points contained within that report. The Chairman invited Cllr. Richardson to address the other matters related to road safety that would have been covered under the Agenda item 'Environmental'. The full report is reproduced below (shown in italics):

#### **20mph Trial & Road Safety :**

- 1. Action 1 (5/3/13) : Westwood Road Safety Group**

- a. *WRSG meeting has not yet been convened due to the key absence of Cllr. Parker. Carry forward :*
- i. *Key agenda item is to agree the design and implementation of a 20mph Zone, within the guidelines of the DfT Circular issued in January.*
- b. *A talk / presentation has been prepared by Cllr. Richardson for The Annual Parish meeting on 9<sup>th</sup> April.*

2. **Wiltshire Council 20mph Policy**

*This is still outstanding and the current prognosis is that its approval and publication will be delayed until after the elections on 2<sup>nd</sup> May. This has become an overtly political issue.*

**Environment :**

1. **Action 2 (7/1/13) : Community Speed Watch**

- a. *Application submitted and accepted.*
- b. *Metro count data collected last month.*
- c. *CSW scheme on hold due to lack of local police resources and unforeseen nation-wide popularity and success which has overwhelmed capacity at Hendon to deal with administration.*
- d. *New CSW scheme being discussed by the Wiltshire Council with the Police Authorities for implementation within the next few months.*
- e. *Westwood Parish has been volunteered to assist and support the development, trial and earliest implementation of the new scheme.*

**13 May 2013**

5. **Westwood Road Safety.**

- a. *In the absence of Cllr. Richardson no report was given.*

**3 June 2013**

7. **Westwood Road Safety.**

- a. *Cllr. Richardson confirmed that he had attended the CATG meeting held earlier in the day. He provided a written report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial and Road Safety' and gave a verbal report to the Council that summarised the main points contained within that report. The full report is reproduced below (shown in italics):*

**Westwood Road Safety Group**

*WRSG meeting needs to be reconvened. The key agenda item is to agree the design and implementation of a 20mph Zone, within the guidelines of the DfT Circular issued in January.*

**Wiltshire Council 20mph Policy**

*This is still outstanding and a complaint has been raised with Duncan Hames, MP, who has written letters to appropriate Wiltshire Council personnel and Councillors.*

*Dissatisfaction with continued lack progress was again raised by Cllr. Richardson at the CATG on 3<sup>rd</sup> June. Chairperson also agreed with this view.*

*John Thomson, Cabinet Member for Highways, has been invited to the CAB On 19<sup>th</sup> June. the matter will be raised there as well.*

*Meanwhile, current plans are to finalise the draft and to publish it online for public consultation by the beginning of July.*

**Community Area Board, 19<sup>th</sup> June**

*The next CAB meets in the Westwood Social Club and we have been asked to present our views on the 20mph trial. A talk / presentation had been prepared and delivered by*



Cllr. Richardson for The Annual Parish meeting on 9<sup>th</sup> April, and this can be updated and used as the basis for the CAB meeting.

### **Community Speed Watch**

*CSW scheme on hold due to lack of local police resources and unforeseen nationwide popularity and success which has overwhelmed capacity at Hendon to deal with administration.*

*New CSW scheme being discussed by the Wiltshire Council with the Police Authorities for implementation within the next few months.*

*Westwood Parish has been volunteered to assist and support the development, trial and earliest implementation of the new scheme.*

*Graeme Hay, Head Of Service, Traffic & Network Management, Wiltshire Council, telephoned Cllr. Richardson last month to express his thanks for our offer of help and early involvement.*

- *there are 63 existing CSWs.*
- *wants to reengineer processes and data flows :*
- *there are backlog and capacity issues, particularly at Hendon, but also in the Wiltshire Council.*
- *there is a need for improved community training and "MOTs".*

*Update received at the CATG On 3<sup>rd</sup> June :*

- *Angus McPherson, Police Commissioner is taking a leading role and matters are progressing more quickly.*
- *The Police, not the Wiltshire Council, are now driving this initiative.*
- *The Police are purchasing new back office software to better manage data flows and the process of dealing with reports and letters.*
- *The new CSW scheme will launched in August.*
- *There will be a more formal link to escalate repeat or persistent speeding offences to the Camera Enforcement Team who will be able to take targeted action.*

### **End of Report.**

b. Cllr. Richardson and the Clerk each confirmed that Duncan Hames MP had written to Wiltshire Council, Parvis Khansari, supporting the view that the Parish Council must be fully consulted regarding any permanent implementation of the 20mph speed limit.

c. Cllr. Richardson commented that the Parish Council has been invited by the Area Board to give a presentation on the 20mph Speed Limit trial at the next Area Board meeting to be held at Westwood Social Club on 19 June at 7pm and that he would liaise with the Chairman in the preparation of that presentation.

## **1 July 2013**

### **6. Westwood Road Safety.**

a. Cllr. Richardson gave a verbal report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial and Road Safety' and he provided the Clerk with a written report that is reproduced below (shown in italics):

#### *20mph Trial & Road Safety :*

- *This is still outstanding. Support has been gained from the CATG [3<sup>rd</sup> June] and CAB [19<sup>th</sup> June] who resolved to write strong letters written to John Thomas, Cabinet Member for Highways and Angus Macpherson, PCC, about lack of progress, and a formal complaint has been made to Duncan Hames, MP.*

- *Cllr. Ian Richardson is scheduled to attend the full Wiltshire Council Cabinet meeting on 23<sup>rd</sup> July, to represent the key issues and concerns further*

**BUT**

- *Confirmation has been received today [1<sup>st</sup> July] that Cllr. John Thomson intends to make the 20mph limit permanent in all trial locations.*
- *Cllr. Ian Richardson is to clarify if this decision needs to be ratified by the next full Cabinet meeting of the Wiltshire Council on 23<sup>rd</sup> July. Clarification sought by Cllr. Ian Richardson.*
- *Cllr. John Thomson has already confirmed that his decision will not be dependent on the agreement and implementation of the Wiltshire Council's 20mph policy. Confirmation sought by Cllr. Ian Richardson.*
- *Advert to be published at the end of July for 4 weeks to enable support and objections to be raised.*
- *If there are no objections, the TRO will be made shortly thereafter.*
- *If there are objections, there will be a period of 4 - 6 weeks to consider and respond, before granting the TRO.*

*The following actions are proposed:*

- *Cllr, Allan Parker to write advising Parish Council support for adoption of 20mph Zone to the address quoted on the advert which will be posted around the village and advised to the Clerk in due course.*
- *Cllr. Ian Richardson to suggest changes to existing locations of limit signage by 26<sup>th</sup> July.*
- *Cllr. Ian Richardson is seeking clarification of impact on the TRO, if any, of Westwood adopting a **20mph Zone** rather than a **20mph Limit**, in the terms defined in the DfT Guidelines of January 2013 and whether the limit applies to internal roads (e.g to the school and shop). Clarification sought by Cllr. Ian Richardson.*
- *To decide if Cllr. Ian Richardson needs to attend the full Wiltshire Council Cabinet meeting on 23<sup>rd</sup> July.*

End of Report

Clerk's Note.

The Parish Council decisions regarding these actions are shown under Para 6c.

- b. *Cllr. Parker who had attended the Area Board and had been prepared to give a presentation at the Area Board in respect of the 'Westwood 20 mph Speed Limit Trial' provided the following the following written report (reproduced in italics below). Subsequent to this report, a number of the points were addressed and are recorded under Para 6a above.*

*Mark Smith and Andy Cadwallader and Jen Hiscock who works with them on this programme for Wiltshire Council were at the Area Board this week talking about this new service and how it will work. They were explaining how they were communicating the details around the parishes. I suggested that they came and talked to the Parish Councils. Mark said that they would not be able to come to every parish council meeting (which was not what I asked) as they don't get paid for work in the evenings (as though we do!) But he did say that they would come occasionally to update us. So I suggest that we invite Mark and Andy to our September meeting to brief us on what services are now available and how the first few months have gone. We could then invite them to come twice a year to update us.*

*Most of the rest of the Area Board meeting was routine, but the last item was on the 20 mph limit, where we were due to give a presentation which had been cancelled as the portfolio holder for traffic, John Thomson, could not come due to a bereavement. So I forcefully said*

*that we were very frustrated and getting very angry about all the prevarications, delays and mis-communications that had gone on, that we were no nearer now than we seemed to be 2 years ago, that the statistics of village participation in the survey gave us a far stronger public mandate for "legalising" the 20 mph limit than any of them had as newly elected councillors, that before the trial the police used to come about once a month to do some speed checks but that since the 20mph went in no one had come, due possibly to the decision of the Association of Chief Police Officers deciding not to enforce 20mph zones, then that we were not even able to help ourselves using the CommunitySpeedwatch because that had "died". When I sat down Alan Mines, Chairman of Wingfield Parish Council stood up and said that in their own experience they totally agreed with me. There was then some very positive discussion in the Area Board with everyone agreeing how totally disappointed they were with the way things had gone. So the board unanimously agreed to write a strong letter to John Thomson saying how important this was and that he really needs to pick it up and do something. They also agreed to write a very strong letter to the new Police Commissioner to express their disappointment that nothing was being done to enforce these limits. So overall a very good result from the Area Board*

End of Report.

c. The Council **resolved** the following:

- The Chairman is to write to Wiltshire Council on behalf of the Parish Council advising Parish Council support for adoption of 20mph Zone
- Cllr. Ian Richardson to seek clarification of the impact on the TRO, if any, of Westwood adopting a **20mph Zone** rather than a **20mph Limit**, in the terms defined in the DfT Guidelines of January 2013 and whether the limit applies to internal roads (e.g to the school and shop). Clarification sought by Cllr . Ian Richardson.
- Cllr. Richardson has the delegated authority from the Parish Council to advise Wiltshire Council of the details to be contained within the proposed Traffic Regulation Order following consultation with Parish Council members.
- Cllr. Richardson is to attend the Cabinet Meeting to be held on 23 July and that he has the authority to speak on behalf of the Parish Council.

d. Cllr. Richardson reported that a new Community Speed Watch (CSW) scheme is being launched over the Summer.

Cllr. Ian Richardson stated that he is attending the launch and preview to be hosted by Angus Macpherson, Police and Crime Commissioner and Sponsor in Wiltshire, on 17<sup>th</sup> September. He added that a number of volunteers have put their names forward to join the CSW scheme and, to date, new vetting forms have been completed by three councillors and seven parishioners.

The Council **resolved** that Cllr. Richardson is to submit the current tranche of ten vetting forms from volunteers to Kirsty Rose, Highways, by 7<sup>th</sup> July and that he will seek further guidance about timelines and process.

## **2 September 2013**

### **5. Westwood Road Safety.**

a. Cllr. Richardson gave a verbal report to the members of the Council in respect of the 'Westwood 20 mph Speed limit Trial and Road Safety ' and he provided the Clerk with a written report that is reproduced below (shown in italics):

### Wiltshire Council 20mph Policy

*It was not necessary for Cllr. Ian Richardson to attend and protest at the Wiltshire Council full Cabinet Meeting on 18<sup>th</sup> July as Cllr. John Thomson, the Deputy Head of the Wiltshire Council, agreed to proceed with a formal Traffic Road Order [TRO] ahead of, and regardless of, the imminent Wiltshire Council 20mph Policy.*

*The Wiltshire Council 20mph Policy has been published and is currently progressing through the public consultation phase which is due to finish on 20<sup>th</sup> September. There will be a full debate and major item on the Community Area Board agenda on 18<sup>th</sup> September to be held at St Laurence school.*

*The TRO for making the 20mph limit law in Westwood has been advertised for public consultation and is due to finish on 9<sup>th</sup> September. Unless unforeseen issues are raised and cannot be answered from information already held, this should pass into law by the end of September. Otherwise, a Cabinet Report will be required to address the issues raised during the consultation period. Unless these objections are accepted and are allowed to overturn the policy to date, this will delay the TRO entering law until the end of November. If and when passed into law, the 20mph will be enforceable. A similar process is being run in parallel to make the 20mph limit permanent in Limpley Stoke.*

*At the Community Area Transport Group [CATG] meeting on 2<sup>nd</sup> September, attended by Cllr. Ian Richardson, it is understood that there is now a long list of requests from many other communities in this area to follow the precedent set by Westwood and Limpley Stoke.*

### Community Speed Watch.

*Cllr. Ian Richardson is to attend the launch and preview to be hosted by Angus Macpherson, PCC and Sponsor in Wiltshire, on 16<sup>th</sup> September. New vetting forms have been completed by three Councillors and eight Parishioners, and these have been submitted. A further applicant is being progressed.*

*Training for the new CSW schemes is being scheduled for October and November, for which a letter is on its way to Cllr. Ian Richardson.*

End of Report.

b. The Council **resolved** that the letter drafted by the Chairman of the Parish Council that had already been sent to all councillors and that expressed the support of the Parish Council for the permanent implementation of the 20mph speed limit in Westwood should be sent to Wiltshire Council in response to its consultation invitation.

c. Proceedings relating to the extension of the Virtual Pavement around the blind bend at The New Inn are reported under 'Environment' – Agenda item 9.

## **7 October 2013**

### **5. Westwood Road Safety.**

Cllr. Richardson provided the Clerk with written reports that are reproduced below (shown in italics). The Clerk summarised the main points for the benefit of the Council.

#### a. Road Traffic Order (Westwood 20mph Speed Limit).

*Public consultation finished on 9<sup>th</sup> September, with only one objection raised. A Cabinet Report has been prepared and signoff is expected by 18<sup>th</sup> October, following which the 20mph TRO should be made by early November.*

*Once in force, the following changes will be made to our signage :*

- *The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.*
  - *Additional roundels will be installed along the stretch of C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.*
- NOTE : at the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the South side from the junction towards Westwood Manor to just past the first dwelling on entering the village from the East on the C217 Lower Westwood Road.*

#### b. Community Speed Watch (CSW).

##### Volunteers :

*Of the original 12 volunteers, 2 have since withdrawn and 1 has not returned the completed Vetting Form.*

*The Vetting procedures are not completed until the Vetting Unit signs off the volunteers which takes up to 8 weeks. This may not be complete until the end of October.*

*The remaining 9 volunteers have their training booked from 14<sup>th</sup> October to 18<sup>th</sup> November.*

*When [a] the volunteers have all been trained; and [b] their Vetting has been completed; and [c] the 20mph TRO is made permanent, then the CSW scheme may start in Westwood.*

##### Scheme & Enforcement :

*Cllr. Ian Richardson attended the launch of the new CSW scheme at the Wiltshire Police HQ in Devizes on 16<sup>th</sup> September, hosted and presented by Angus Macpherson, PCC, and Patrick Geenty, Chief Constable. Around 50 parishes were represented and many issues were raised and noted, the most common of which concerned enforcement.*

*Cllr. Ian Richardson met Leanne Homewood, the CSW Coordinator for Wiltshire Police, on 4<sup>th</sup> October, to discuss a number of points but, in particular, the issues and concerns about enforcement. Since the launch, the process has become clearer and the following key points were noted the 3 levels of enforcement of our 20mph [once in force legally] :*

- *Any driver who lives in Wiltshire who is clocked exceeding 20mph, including tolerances, will receive a 1<sup>st</sup> warning letter. If caught again, a 2<sup>nd</sup> stronger worded warning letter will be sent. On the 3<sup>rd</sup> occasion, the driver will be fined and receive a home visit by the Police.*
- *If the driver is not resident in Wiltshire, there will be Police liaison with the constabulary of the county concerned to take the appropriate action on the 3<sup>rd</sup> offence. In addition, as data will be available for repeat offenders, the CSW coordinator for Westwood will be able to request support from the local police who will attempt to catch and prosecute the offender directly.*
- *Any driver clocked speeding at 50% over the limit [35mph or more], will be prosecuted by the Police and they will receive a home visit directly without any warning letters.*

*Once Cllr. Richardson has attended his training on 14<sup>th</sup> October to confirm these points, he will propose that the Enforcement Policy is published in the next Westwood Update to "forewarn" parishioners.*

#### **4 November 2013**

##### *5. Westwood Road Safety.*

*Cllr. Richardson provided the Clerk with a written report that is reproduced below in italics. The Clerk summarised the main points in the reports for the benefit of the Council. 1671*

a. Road Traffic Order (Westwood 20mph Speed Limit). The report has been signed off so the underlying TRO can now be made. The following is a summarised extract from the report:

- Cllr John Thomson, Deputy Leader and Cabinet Member for Highways, Streetscene and Broadband, approves that :
- The proposal for the 20 mph speed restriction be implemented as advertised [on 9th September]. The [single] objector be informed accordingly.
- The TRO should be made permanent in the next 2 to 3 weeks. Cllr. Richardson will advise the Parish Council when he is advised of the exact date. Once in force, the following changes will be made to our signage:
- The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.
- Additional roundels will be installed along the stretch of C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.

NOTE : at the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the South side from the junction towards Westwood Manor to just past the first dwelling on entering the village from the East on the C217 Lower Westwood Road.

The work order for the above changes, which had been delayed due to contractual negotiations with Balfour Beatty, will be issued by 8th November. Cllr. Richardson will advise the Parish Council when he is advised of the dates for the work to be undertaken

#### b. Community Speed Watch (CSW)

Volunteer Training & Vetting:

1. 4 of our 9 volunteers have been trained and 4 more are to be trained by the end of this week [08 Nov]. Our 9th volunteer will receive his training on 18th Nov.
2. Vetting of all 9 volunteers is not yet complete. Cllr. Richardson is chasing this delay.
3. When [a] the volunteers have all been trained; and [b] their Vetting has been completed; and [c] the 20mph TRO is made permanent, then the new CSW scheme will start in Westwood.

Risk Assessment of CSW Locations:

4. Cllr. Richardson has submitted 10 possible locations, 4 on the Upper [C222] and 6 on the Lower [C217] Westwood roads, including the directions to monitor.
5. Cllr. Richardson has offered to visit each site with the Police official who will be carrying out the risk assessments. It is hoped that this will be done by 8th November.

Enforcement:

Cllr. Richardson has received confirmation from the CSW Police Coordinator, Leanne Homewood, of the correctness of the following statements. If the Parish Council wishes it, the statements can be published, with or without the information in italics, in the next edition of the Westwood Update, subject to b3 above.

- Any driver who lives in Wiltshire who is clocked exceeding 20mph [including tolerances, this amounts to 25mph or more] will receive a 1st warning letter. If caught again, a 2nd stronger worded warning letter will be sent. On the 3rd occasion, the driver will receive a home visit by the Police, a fixed penalty fine and points on their licence, as appropriate.
- Any driver who lives in Wiltshire who is clocked speeding at 40mph or more, will receive a visit from the Police with strong words of advice, with a fixed penalty fine and points on their licence, as appropriate. There will be no warning letters sent.
- If the driver is not resident in Wiltshire and commits a 3rd offence, the data collected will be given to the Neighbourhood Police Team who will carry out road side checks and enforcement, as appropriate.

## 2 December 2013

### 5. Westwood Road Safety.



Cllr. Richardson provided the Clerk with a written report that is reproduced below in italics. Cllr. Richardson summarised the main points in the reports for the benefit of the Council.

a. *20mph Traffic Road Order (TRO) (Westwood 20mph Speed Limit).*

*The TRO is now operational as of today, and the 20mph speed limit is enforceable throughout Westwood.*

*A meeting with Balfour Beatty is being held this Thursday, 5<sup>th</sup> December, to schedule the following changes will be made to our signage :*

- *The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.*
- *Additional roundels will be installed along the stretch of C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.*
- *At the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the South side from the junction towards Westwood Manor to just past the first dwelling on entering the village from the East on the C217 Lower Westwood Road.*

b. *Community Speed Watch (CSW).*

*Volunteer Training & Vetting :*

- *All 9 volunteers have completed their training.*
- *Vetting is not yet complete due to the volume and demand from new schemes. Cllr. Richardson continues to monitor this delay.*
- *When the Vetting has been completed for at least 2 volunteers , the new CSW scheme will start in Westwood.*

*Risk Assessment of CSW Locations :*

- *Cllr. Richardson has submitted 10 possible locations, 4 on the Upper [C222] and 6 on the Lower [C217] Westwood roads, including the directions to monitor.*
- *Cllr. Richardson has offered to visit each site with the Police official who will be carrying out the risk assessments. It is hoped that this will be done by 8<sup>th</sup> November.*

*Launch Meeting :*

*Cllr. Richardson will hold a launch meeting to agree timetables, partnerings and so on.*

*Enforcement :*

*Cllr. Richardson has received confirmation from the CSW Police Coordinator, Leanne Homewood, of the correctness of the following statements.*

*Cllr. Richardson proposed that the following should be published in the next Westwood Update :*

- *Any driver who lives in Wiltshire who is clocked exceeding 20mph will receive a 1st warning letter. If caught again, a 2nd stronger worded warning letter will be sent. On the 3rd occasion, the driver will receive a home visit by the Police, a fixed penalty fine and points on their licence, as appropriate.*
- *Any driver who lives in Wiltshire who is clocked speeding at 40mph or more, will receive a visit from the Police with strong words of advice, with a fixed penalty fine and points on their licence, as appropriate. There will be no warning letters sent.*
- *If the driver is not resident in Wiltshire and commits a 3rd offence, the data collected will be given to the Neighbourhood Police Team who will carry out road side checks and enforcement, as appropriate.*

The Parish Council **resolved** that the article above be published in the Westwood Update.

c. *There were no other 'Westwood Road Safety' reports.*

## Monday 6 January 2014

### 5. Westwood Road Safety.

Cllr. Richardson provided the Clerk with the following written report (shown in italics) following a verbal report at the meeting during which he highlighted the main points for the benefit of the Parish Council:

a. Road Traffic Order (Westwood 20mph Speed Limit).

*The TRO has been operational since 23<sup>rd</sup> December, 2013, and the 20mph speed limit is enforceable throughout Westwood.*

*Balfour Beatty will be making the following changes to our signage in April, 2014, although Highways are looking at bringing this forward :*

*The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.*

*Additional roundels will be installed along the stretch of C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.*

*At the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the South side from the junction towards Westwood Manor to just past the first dwelling on entering the village from the East on the C217 Lower Westwood Road.*

b. Community Speed Watch (CSW).

*Launch Meeting : This was held this evening. There are nine volunteers, and a tenth showing an interest.*

*Leanne Homewood, CSW Coordinator for Wiltshire & Swindon, was present. Our CSW scheme has the full support of our Neighbourhood Policing Team who will also provide kerb-side assistance when possible.*

*The hand held device / speed gun is being shared with North Bradley and Southwick. A schedule is being drawn up and agreed. Approved Locations : Five sites have been risk assessed and approved by the Police.*

Cllr. Richardson offered to write an article to be published in the Westwood Update relating to the above. The Council resolved that such an article be published and the following article (shown in italics) was prepared by Cllr. Richardson:

#### ***Westwood 20mph Speed Limit and Community Speed Watch.***

*On 23<sup>rd</sup> December last year, the 20mph limit became law throughout the village of Westwood, including internal roads off the Lower and Upper Westwood Roads. This limit, which has the full support of our Neighbour Policing Team [NPT], is now enforceable and drivers will be fined and penalised with points on their licences for speeding.*

*To assist the police in the enforcement of this limit, a Community Speed Watch [CSW] scheme has been launched with a team of nine volunteers currently. Spot checks will be made throughout the day from time to time, with the active support of the NPT who will be particularly keen to target repeat offenders.*

*The CSW will be reporting speeding drivers with the following consequences:*

- i. Any driver who lives in Wiltshire who is clocked exceeding 20mph will receive a 1st warning letter. If caught again, a 2nd stronger worded warning letter will be sent. On the 3rd occasion, the driver will receive a home visit by the Police, a fixed penalty fine and points on their licence, as appropriate.*

ii. *Any driver who lives in Wiltshire who is clocked speeding at 50% over the limit or more will receive a visit from the Police with strong words of advice, with a fixed penalty fine and points on their licence, as appropriate. There will be no warning letters sent.*

iii. *If the driver is not resident in Wiltshire and commits a 3rd offence, the data collected will be given to the Neighbourhood Police Team who will carry out road side checks and enforcement, as appropriate.*

*Unfortunately, anecdotal evidence from Wiltshire Council would suggest that a substantial number of speeding drivers will probably be resident in the village, rather than just passing through. This is a shame as it will cause local embarrassment, and the Parish Council and NPT would very much wish this not to be the case.*

*So let us all work together to make our environment safer, as well as respecting other users of our highways, such as pedestrians, horse riders and cyclists, by spending only a few extra seconds of our day by driving within the 20mph limit. In the worst instance, it may only take around an extra 30 seconds to travel from one end of the Lower Westwood Road to the other !!! Many of us are prepared to queue for longer than this many times every day. You will also wish to know that we are not an isolated instance as 20mph limits will be coming into effect increasingly across Wiltshire and other counties. In addition, the enforcement of other limits will be supported by CSW teams throughout the county, with around 70 new schemes being launched only recently. Nearby, Limpley Stoke, Southwick and North Bradley are already operating or starting up CSW schemes, and there many others in the Bradford-on-Avon area springing up.*

*Please, respect and adhere to our 20mph limit and the speed limits elsewhere.*

c. Cllr. Richardson commented that he was very pleased with the level of support received so far from parishioners to become Community Speed Watch volunteers and he recommended that the progress of the scheme and the need for further volunteers be reviewed at the next Parish Council meeting.

### **3 February 2014**

#### **6. Westwood Road Safety and Highway Matters.**

a. Owing to Cllr. Richardson assuming responsibility for the Neighbourhood Plan (refer to Minute 10b below) the Parish Council **resolved** that the following councillors will assume the responsibilities previously undertaken by Cllr. Richardson:

Cllr. Wheals - Community Speed Watch.

Cllr. Parker – Community Area Transport Group.

Cllr. Edwards – Highways/Environmental matters including the Maintenance Log.

b. Cllr. Richardson provided the Clerk with the following written report (shown in italics) following a verbal report at the meeting during which he highlighted the main points for the benefit of the Parish Council:

#### *20mph Traffic Road Order (TRO).*

*Balfour Beatty will be making the following changes to our signage in April, 2014, although Highways are looking at bringing this forward :*

- *The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.*
- *Additional roundels will be installed along the stretch of C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.*

At the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the South side from the junction towards Westwood Manor to just past the first dwelling on entering the village from the East on the C217 Lower Westwood Road.

#### Community Speed Watch (CSW)

There are 9 volunteers, 3 of whom are Councillors. There is a potential 10<sup>th</sup> volunteer. The first Speed Watch activity started on Monday, 3<sup>rd</sup> February, with the following summary of results :

- Between 07:45 and 16:30, Community Speed Watch activity totalled 2 hours and 40 minutes covering each of our 5 approved sites along the Lower Westwood Road.
  - There a total of 648 vehicles during these periods, averaging 1 every 26 seconds. The greatest volume of vehicles was recorded in the morning between 07:30 and 09:00.
  - 59 [9%] vehicles were clocked speeding at 25mph or above. Of these, 14 were driving at or over 50% of the 20mph limit, with the highest speed of 37mph recorded.
- A full report for each site has been passed to the Police for the appropriate action to be taken.

### **3 March 2014**

#### 20mph Traffic Road Order (TRO).

Balfour Beatty will be making the following changes to our signage in April, 2014, subject to weather and progress with their priorities and backlog:

- The delimiter on the East side where the C222 Upper Westwood Road becomes a single lane on the exit from Upper Westwood towards Freshford, will be moved to the other side of Downside Nurseries and additional roundels installed.
- Additional roundels will be installed along the stretch of road towards C217 Lower Westwood Road on entering the village from the East towards the blind bend at The New Inn.

At the same time, and at no extra cost to Westwood Parish Council, it has been agreed to extend the On-Carriage Footpath on the stretch of road approaching Lower Westwood towards the blind bend at The New Inn.

#### Community Speed Watch (CSW).

After verbal abuse from residents, there has been one resignation. Alan Wheals has now been trained and vetted, so there are now 9 volunteers, 4 of whom are Councillors. There is a potential 10<sup>th</sup> volunteer who will join us later in the Spring.

The first Speed Watch period occurred between Monday, 3<sup>rd</sup> February and Monday, 10<sup>th</sup> February, comprising active 4 days. The bad weather prevented further activities, but the volunteers are to be highly commended for their flexibility to swap days at very short notice so that we could take advantage of the few dry weather days.

The following are the headlines. A more detailed summary of the results is available:

- 2,019 vehicles were counted on the Lower Westwood Road during the total of 9 hours of activity over the 4 days. This is an average of 3.7 vehicles every minute.
- 224 vehicles [11% of total vehicles counted] were recorded speeding at 25mph or over.
- 56 vehicles [3% of total vehicles counted] were recorded speeding at 30mph or over.

The following consequences are noted:

- 171 warning letters [76% of total speeding vehicles] have been sent.
- 3 drivers were caught speeding twice and have received more strongly worded letters.
- 25 home visits [11% of total speeding vehicles] have been made by the police, including the very excessive driver speeding at 47mph.

- Only 39 vehicles [17%] of the total number of vehicles caught speeding were residents of Westwood Parish, thus indicating that the vast majority of speeding drivers [83%] are passing through the village.

Key points from the CSW team meeting on 3<sup>rd</sup> March are:

- The first period of activity concentrated on peak times for work and school traffic. Future sessions will include other times of day when delivery and public service vehicles are more frequent.
- Whilst the quality of our manual data collection was not poor, each vehicle registration, colour or type which is incorrectly recorded means that reports of those speeding drivers cannot be acted on by the Police. This is a waste of our time and effort, so much greater care needs to be taken to properly and carefully record vehicle details in future.

**Upper Westwood Road (C222):** Metro counts were taken at 3 different locations last January. The results are:

- East of Chestnut Grove: 2,541 vehicles, where 85% of the vehicles were travelling at or below 22.8mph.
- East of Bobbin Lane [entrance to the park]: 3,185 vehicles, where 85% of the vehicles were travelling at or below 23.7mph.
- East of Friary Close: 1,498 vehicles, where 85% of the vehicles were travelling at or below 23.5mph.

As a consequence, there is no material evidence to suggest that there is a case for Community Speed Watch activity along the Upper Westwood Road.

The Council **resolved** that the existing 20mph speed limit and traffic calming signage is sufficient and no further action be taken unless there are material changes to driver behaviours in future.

Yellow camera signs are on order and will be installed along the Lower Westwood Road in due course. In the meantime, their absence does not negate the validity of CSW activities and approval from the Police.

The Council **resolved** that there should be a regular article for the Westwood Update on CSW activities and results, starting with the next publication due out later this month. The CSW lead has now been transferred to Cllr. Wheals.

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Extracts from the PC Minutes ends here but these topics can still be viewed in the full minutes of the Parish Council (usually under agenda item 5).

Monday, 01 December 2014