



Chipping Norton Town Council
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Office Hours: Mon – Fri 9am – 1pm

Minutes of a meeting of the **Strategic Planning Committee** held online by ZOOM video conferencing system on **Tuesday 26th January, 2020 at 7.15 pm.**

The following members were present:

Cllr Mazower (Chair),
Cllr Butterworth,
Cllr Heyes, and
Cllr Walker

Also in attendance:

Cllr Coleman
Steve Milton, Locum Clerk
Kay Linnington, Deputy Town Clerk

1. Minutes

RESOLVED: that the minutes of the last meeting held on 12th November, 2020 be approved as a correct record and signed by the Chair at the next available opportunity.

2. Public Participation

No questions or statements were received.

3. Apologies for absence

An apology for absence was accepted from Councillor Graves

4. Declaration of interests

There were no declarations.

5. Traffic Advisory Sub-Committee

The Committee noted the issues arising from the meeting held on 3 December 2020
And requested that the minutes are circulated prior to the next Council meeting.

6. East Chipping Norton Development: Supplementary Planning Document (SPD)

The Committee noted that the SPD was due for consideration by West Oxfordshire District Council's Cabinet in March. It was further noted that, at the recent consultation meeting, WODC officers had agreed to extend public consultation on the SPD to 8 weeks (6 weeks had been proposed originally) and may be open to it being longer. The Chair reported that Oxfordshire County Council's (OCC) plans had been described by WODC as a 'concept plan' and 'illustrative' and that it was likely that a full Masterplan would be required after the SPD was approved. Members resolved again to request a meeting with OCC.

RESOLVED: that a meeting be arranged with OCC officers to discuss the development of the ECND.

7. **Healthcare**

The Committee agreed to suspend Standing Orders to enable Chris Bean and Dr Jane Pargeter from the Health Centre to address the meeting. The Mayor explained that she had convened a meeting the week before between John Grantham, Chair of Field Reeves, his advisor Jason Hill from Savills and Chris Bean from the Health Centre. Chris explained that the Health Centre was reaching capacity and that the opportunity to develop additional community services was now compromised. It was anticipated that the centre could need to expand by at least 50% over the next decade to be in a position to respond to changing health and social service delivery models and to provide the capacity to cope with the impact of proposed new developments to the east of the Town. Dr Pargeter further explained that it was important to view the health centre in the context of future development plans, and to include its development in the master planning currently under development. The future proofing of health services in the Town would depend on the availability of land and resources. Members agreed to continue to lobby WODC and OCC on this matter.

8. **Field Reeves**

Members noted that the Field Reeves held land that was included in the ECND SPD and currently earmarked for industrial development. It was considered that there may be an opportunity for the Reeves and the Health Centre to come to an arrangement about a potential land-swap or accommodation to facilitate the expansion of the health centre. The Committee agreed that the allocation of land for the health centre was critical and time sensitive. It should be prioritised for inclusion in phase 1 of the ECN development. WODC and OCC should be consulting with the Field Reeves and the Health Centre at the earliest opportunity and this may be something the Town Council could facilitate. The Mayor had already emailed WODC to this effect

RESOLVED: that the Town Council urges West Oxfordshire District Council and Oxfordshire County Council to commence negotiations with the Chipping Norton Health Centre and the Field Reeves in order to address the urgent need for expanded health services to accommodate the new development proposed to the east of the Town.

9. **West Oxfordshire District Council's Draft COVID-19 Recovery Plan**

The Chair welcomed publication of [the WODC Covid-19 Recovery Plan](#) and its proposals which included regenerating the market towns in West Oxfordshire. The plan focused on three key themes – economy, community and climate and included the recruitment of a new officer team to focus on its delivery. This team included a Market Towns Officer, Economic Development Assistant, Specialist Business Case Developer, Climate Change Manager, Carbon Action Plan Officer, Biodiversity/ Countryside Land Management Officer, Sustainability Specialist and an Active Lives Role. The Committee considered that it was vital to engage with this team as soon as possible in order to develop a coordinated approach to recovery.

In connection with this item, members noted the progress of the £150m Mullin Automotive Park which would be situated over 63 hectares at the disused Enstone Airfield. The museum would provide public access to view the classic car collection of US businessman Peter Mullin who established the Mullin Automotive Museum in California in 2010. Norman Foster Associates had been appointed as project architects and [initial proposals had now been unveiled](#) to the press. The Committee welcomed progress and felt that a meeting should be arranged with the project team to identify how the Town could work in partnership with the management of this new major visitor attraction to the benefit of the Town.

RESOLVED:

- (1) That a meeting be arranged with the WODC COVID-19 Market Towns Officer and other members of the Recovery Team to discuss and agree how recovery efforts may be effectively coordinated and delivered in Chipping Norton;

- (2) That a meeting be arranged with representatives of the Mullin Automotive Park project and Norman Foster Associates to discuss the opportunities arising from the new museum at Enstone Airfield; and
- (3) That in advance of (2) above the Locum Clerk seek to circulate information about the Mullin Automotive Park proposals to members of the Council.

10. **HGVs and signage**

Cllr Walker reported back from the Oxfordshire County Council HGV working group that plans to implement signage for HGVs leaving the M40 at Banbury and travelling west through Chipping Norton were progressing; the working group were meeting again in February and would report back to the Traffic Advisory Sub-Committee in March including on budgets and timeframes. The work was progressing well. The Chair requested that it would be useful to have a written record of progress to date on this and signage in general.

11. **Traffic/parking/market square consultation**

The Committee noted that £5,000 had been set aside for the development of proposals. The Chair suggested that previous work undertaken by Clark Bond Associates should be reviewed and could be used as the basis for the new consultants' brief – it would be important to avoid duplication.

The Committee noted that WODC had considered the car parking situation on several occasions but for reasons unknown this had never progressed and had not been pursued by the Town Council at the time.

RESOLVED: that further consideration of this matter be deferred until the next meeting pending circulation of the Clark Bond report.

12. **Cinema project**

The Chair reported that she had spoken to Alex Giacchetti and that they were going to resubmit their application. The sticking point had been around safety on Horsefair and the applicant was looking into this issue even further. WODC were receptive to the proposal in general, and the Chair commented on how WODC's COVID-19 Recovery Plan talked about supporting businesses and the visitor economy in market towns and that this was one such project.

13. **Projects to improve the public realm**

The Chair asked if the Locum Clerk could see to clarify the division of public realm responsibilities between OCC, WODC and CNTC and exactly what they did for the town and when. There was overlap and duplication and projects often fell between councils.

The Committee noted that there were two groups interested in the redundant telephone box in the High Street opposite WH Smith. Members were keen to move this forward and assume responsibility for the structure.

Members noted that many of the older street name signs in the Town needed repainting or replacing. This was the responsibility of WODC but it was felt that little would be done if CNTC did not intervene and take action.

RESOLVED:

- (1) That a list of public realm responsibilities be circulated to members of the Council;
- (2) That arrangements be put in hand for the acquisition of the telephone box in the High Street; and

- (3) That WODC be contacted about the worst road signs and the costs of replacing these and others in the town.

14. **The Guildhall**

The Chair reminded members of the update provided by WODC councillors at Full Council the previous week. Pursuant to this matter, a site visit needs to be arranged and the Chair asked who would like to attend. Councillors Coleman and Heyes volunteered.

15. **Membership of the Planning Sub-Committee**

Councillor Walker agreed to fill one of the vacant places on the Sub-Committee and it was agreed to write to all councillors asking for volunteers to fill the remaining vacancy. In the meantime, planning applications would continue to be submitted to the Council and this Committee.

16. **Planning Applications**

The Committee considered the following application:

- **20/03468/HHD: Erection of single storey front and rear extensions - 2 Cleeve Avenue, Chipping Norton**

RESOLVED: that WODC be informed that this Council raises no objection to the above application.

17. **Date of Next Meeting – Wednesday 24 February 2021**

The Chair closed the meeting at 9.10pm

Signed as a correct record:

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Chair

Date: