



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341 Fax: 01608 645206

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

SUMMONS TO ATTEND A MEETING OF THE TRAFFIC ADVISORY SUB-COMMITTEE

TOWN CLERK: Luci Ashbourne

6th January 2023

TO: All Members of the Traffic Advisory Sub-Committee

VENUE: This meeting will be held remotely via Zoom

DATE: Thursday 12th January 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk

Join Zoom Meeting

<https://us02web.zoom.us/j/81377609588>

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. Apologies for absence

To consider apologies and reasons for absence.

Committee members who are unable to attend the meeting should notify the Town Clerk (townclerk@chippingnorton-tc.gov.uk) prior to the meeting, stating the reason for absence.

2. Declaration of interests

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

3. Minutes

To approve the Minutes from the sub-committee meeting held on 14th July 2022.

4. Public Participation

The meeting will adjourn for this item

Members of the public may speak for a maximum of five minutes each during the period of public participation.¹

- 5. County Officer's Report**
To receive a report from Oxfordshire County Council.
- 6. District Officer's Report**
To receive a report from West Oxfordshire District Council
- 7. Update from Cllr Saul on OCC Highways matters including the HGV working group**
To receive a progress report from Cllr Saul.
- 8. Cycling**
To receive an update on cycling related matters.
- 9. Road Safety**
To receive a verbal update on road safety related matters.
- 10. Correspondance**
- 11. Any Other Business**
- 12. Date of Next Meeting** - Thursday 27th April, 2pm in The Council Chamber

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Minutes of the Traffic Advisory Sub-Committee held in the Council Chambers of the Chipping Norton Town Hall on the 14th July 2022 at 1:30pm

The following members were present:

Cllr Jo Graves
Cllr Mark Walker
Cllr Sandra Coleman
Cllr Geoff Saul (member for OCC and WODC)
Mike Dixon (Public Transport Users Representative)
Cllr Mike Cahill (member for WODC)
Jacqui Cox (OCC)
Mike Walsey (OCC)
Cllr Steve Akers (Sub for Cllr Rachel Foakes)

Also in attendance:

Luci Ashbourne – Town Clerk

One member of the public.

TAC1	<p>Election of Chair</p> <p>Nominations were received for the election of the Chair of the Sub-Committee for the ensuing municipal year. Cllr Jo Graves proposed Cllr Mark Walker, Cllr Sandra Coleman seconded. All in favour, motion carried.</p> <p>RESOLVED: That Cllr Mark Walker is Chair of the Traffic Advisory Sub-Committee for 22/23</p> <p>The committee thanked Councillor Jo Graves for her Chairship and hard work over the years.</p>
TAC2	<p>Election of Vice-Chair</p> <p>Cllr Mark Walker thanked the Committee for electing him as Chair and outlined some of the priorities for the sub-committee. There were no nominations for Vice Chair received. Members were keen to support Cllr Steve Akers becoming a member of the Sub-Committee and agreed that a recommendation should be sent to Full Council that membership should be considered. All in favour, motion carried.</p> <p>RESOLVED: That a recommendation is sent to Full Council that consideration be given to the proposal that Cllr Akers become a member of the Traffic Advisory Sub-Committee.</p>

TAC3	<p>Apologies for Absence</p> <p>Apologies were received from Maria Wheatley Milton Eldridge, Cllr Rachel Foakes and Cllr Nova Bradley.</p>
TAC4	<p>Declaration of interests</p> <p>No declarations of interest were received.</p>
TAC5	<p>Minutes and matters arising</p> <p>Pending grammatical amendments on the following minute lines: Page 2 – TAC 53 Page 3 – TAC 55 Page 65 – LCWIP and not LC WIT</p> <p>RESOLVED: That the minutes from the 24th March 2022 were approved and signed by the Chair.</p> <p>Matters arising.</p> <p>Members enquired if there were any updates on the potential for a mirror to be installed at the top of The Leys. The Clerk confirmed that no communication had been received about this.</p> <p>Members enquired about the parking survey. Cllr Saul confirmed that he transfer on enforcement and regulatory work to Oxfordshire County Council isn't until April 2023.</p> <p>Members enquired whether the meeting with the wheeled sports group have taken place. Cllr Sandra Coleman confirmed that it had not been able to take place yet, but that it will happen in the near future.</p>
TAC6	<p>Public Participation</p> <p>None received</p>
TAC7	<p>County Officer's Report</p> <p>The Traffic and Road Safety report from OCC Officer was noted. The report now identifies things that the officer is directly responsible for and other planned works.</p> <ul style="list-style-type: none"> • Lining works – this work is either complete or partially complete. Members can help feed into planned works for 23/24. • Albion Street. The officer noted that it would be difficult to install a zebra crossing. Human Resource is a problem but this is being worked on as a matter of urgency. A timeline for the planned works will be possible once the resources are in place. <p>Members received the highways and drainage area ops team report. The officer confirmed that reporting blocked drains to Fix My Street is helpful and means this gets logged and assigned to the appropriate officer.</p> <p>Members agreed that the crossing on Albion Street is dangerous because a person has to step into the road to be able to see well enough to cross. The officer noted this and confirmed that as soon as resources are in place this should be looked at.</p> <p>Cllr Steve Akers asked that a note of thanks is passed on for the responsive of the area highways officer that has been following up on fix my street reports. Particularly on the speed limit signs and verges.</p>

	<p>Cllr Steve Akers added that that signage and bollards are in poor state across the town.</p> <p>It was noted that the Station Road junction needs lineage for to give way from station road to A44. B4450 – Churchill road into 30mph zone – re do 30mph roundel. The officer confirmed that if the Town Council have expressed an interest in 20mph scheme for towns and that it may not be a prudent use of resources in the short term.</p> <p>The Committee noted the planned works carriage way. Cllr Akers confirmed that after lineage was completed, unfortunately the surface dressing melted in the heat and had obscured the lines and roundels. This was noted by the officer.</p> <p>Cllr Mike Cahill stressed he would not be surprised if Albion Place would be discussed because similarly to Wards Road there is nothing to enable people coming out of the road to see if there is anything coming the other way and no give way sign. The officer confirmed that if the lack of visibility is due to houses and walls there is not much that can be done, but a give way sign might be possible.</p> <p>LCWIP policy has been adopted at OCC full council on Tuesday 12th July 2022. The next step will be to implement across the local area to de-carbonise transport and encourage active and safe travel.</p> <p>The Corridor Strategy is being scoped out in August. A stakeholder event will take place. This will consider the function of A44 – focusing on active travel, public transport mobility hubs, HGVs. Although this will be starting in Witney and Woodstock, a lot of work is coming forward in Chipping Norton through the LCWIP. A programme of priorities will be coming forward. The Government is expecting OCC to have area strategies in place spring 2024.</p> <p>The Corridor Strategy links very closely to the Freight Strategy.</p> <p>The stakeholders will soon be identified – officers asked members to make suggestions about who should be involved. Cllr Jo Graves suggested freight reps, local business, farmers, schools. Cllr Steve Akers asked if health service reps should be included in relation to air pollution. Cllr Mark Walker agreed and added that the stress-related challenges of living at that pinch point should be considered.</p> <p>This report will be circulated to members once it is ready.</p>
TAC8	<p>District Officer’s Report</p> <p>The Clerk informed members that the WODC officer had been in touch to say that due to being an hour away, in person meetings held in Chipping Norton are difficult to attend. The officer has asked that members provide a steer on what information they would like to receive, and that a written report can be submitted. If meetings were held remotely during the daytime then that would make them accessible to the officers.</p> <p>The officer read the minutes of the last meeting and confirmed the following via email.</p> <p>WODC have started to carry out spot check counts for their car parks in the district in June. The spot checks are carried out at irregular times and dates and should be used as indicative information only.</p> <p>During June the average for whole district is just under 60% of the capacity was being used.</p>

	<p>For New Street the average was 72% and Albion Street 88%. WODC do not hold information on the usage of on-street parking.</p> <p>WODC are currently recruiting for an Enforcement Officer as we are holding a vacancy.</p> <p>The officer confirmed they're unable to advise on whether a park and ride would work for Chipping Norton, however they do know that they usually run at a loss therefore there needs to be on-going funding in place.</p> <p>Members welcomed this report and agreed that because the officer invited manages parking, it might be helpful to identify if there is another WODC officer that can also be invited regarding other matters. Cllr Geoff Caul agreed to investigate and report back.</p>
TAC9	<p>Update from Cllr Saul on OCC Highways matters including the HGV working group</p> <p>Cllr Geoff Saul encouraged all members to read the Local Transport and Connectivity Plan July 2022, and the Freight and Logistics Strategy 2022-2050.</p> <p>Cllr Geoff Saul noted that the updated draft is much improved – he particularly noted the change in status of the road through Chipping Norton as a road that should only be driven on by HGV's as a connection to local towns.</p> <p>Cllr Saul noted that the strategy promotes use of a HGV route map, working with GPS system developers. It also covers enforcement. Overall this is a positive piece of work and will feed into the corridor and area strategies.</p> <p>The HGV group has also been looking at minor re-routing. The met with Rollright and other areas. Rollright stones road has been so difficult, with so many obstacles. The Area of Outstanding Natural Beauty officer wasn't completely negative and gave examples of other road schemes enhancing areas of natural beauty, but confirmed that it would be a major project that would need substantial funding and political will to happen.</p> <p>Gloucestershire officers had approached OCC officers on the back of the Burford weight restrictions being removed. They discussed the role of the A44, and that other counties would also be interested. Enforcement is crucial, as is the buy in of the hauliers.</p> <p>Members noted that the freight strategy encompasses a lot in terms of the climate commitments of Councils over recent years and asked if this can now be a commitment to the GPS recommendation that the GPS route is the preferred route. Cllr Geoff Saul confirmed that this is an action in the freight strategy.</p> <p>The Chair asked about the timeframe for these strategies. Cllr Geoff Saul confirmed that a programme is being looked at, but it is hard to tell. Members agreed that managing expectations would be helpful.</p> <p>Mike Dixon noted that heavy lorries coming from London won't go down the A40 because it is cheaper to come through Chippy. Increase in fuel costs will increase supply prices. Members agreed that this is important to remember.</p> <p>Members noted that the Town Council have now approved the design and location of new re-routing signs and these are on order.</p> <p>Members discussed the wellbeing of HGV drivers and noted that there are more rest stops and laybys on the A40 which is a good incentive to take that route.</p>
TA10	Cycling and active travel

	<p>The Chair updated members on the LCWIP which is progressing. The officer conducted a site visit, and the documents that has been created to feed into it has been received. Current focus is on where cycle routes where there might be challenges. Cllr Sandra Coleman asked if there are any funds to support the LCWIP. Jacqui Cox confirmed that there is Government funding and having an LCWIP plan in place will help. Full draft by the end of October to be approved through committee and OCC Full Council early 2023.</p>
TAC11	<p>Road Safety</p> <p>Cllr Sandra Coleman enquired about private hedges that are obstructing the road. Cllr Saul confirmed that reporting on Fix-My-Street will prompt an enforcement letter, which will be followed by action.</p> <p>Cllr Steve Akers shared a Speedwatch update on behalf of Milton Eldridge. On Inspecting the A44 route key locations for new speed indicator devices (SIDS) would be:</p> <ul style="list-style-type: none"> • New Street both ways (on the hill) • West Street into town • Horsefair to Market Place • Market Square to Horsefair. <p>Cllr Akers proposed that a recommendation should be sent to Full Council that these five SIDS are purchased.</p> <p>RESOLVED: That Cllr Akers will investigate costs and bring a report to the next Strategic Planning Committee meeting in September.</p> <p>Mike Walsey reminded members that SIDS are not intended to be permanent. permanent.</p>
TAC12	<p>20mph Speed Limits</p> <p>The Clerk shared with members that the Council’s consultation is being prepared by the website developers and should be ready to publish imminently.</p> <p>The Clerk also received information from OCC officers that outlined the process for application. It would be wise for Council to make that formal application now due to the length of the list of parishes and towns on the list already, and run the consultation alongside it.</p> <p>The Clerk will recommend that Full Council resolve to formally apply for the scheme at the meeting on 20th July 2022.</p>
TAC59	<p>Any other business</p> <p>Mike Dixon attended a meeting of parish transport reps. Stagecoach reported that passenger number have only picked up to 85%. The Covid subsidy will end in August and means the there may be drastic cuts from September.</p> <p>Stagecoach have been taken over by Infomobility Tag Master UK.</p> <p>Members discussed how difficult any further cuts to services will be, especially with the push for people to use buses instead of cars.</p> <p>Cllr Jo Graves reminded members that Road Safety Week 2022 will be from Monday 14th – Saturday 19th November 2022.</p>

	Cllr Sandra Coleman asked who has placed a Traffic Survey Camera at the top of The Leys approach. Mike Walsey confirmed that Traffic survey Cameras have a number to call to find out who they are.
TAC60	Date of next meeting Thursday 29 th September, 2pm. Meeting closed at 3:16pm

Signed by the Chair:

Date.....

DRAFT

Chipping Norton TAC – 12th January 2023

Traffic & Road Safety Report

Lining

The 23/24 lining programme is now being put together, below is what is on the programme so far, any requests for lining would be appreciated.

Junctions with A361	Junction markings and approach lines	Q2/Q3 2023/24
All junctions between Cornwell and the B4020	Junction markings and approach lines	Q2/Q3 2023/24

Traffic and Road Safety Current Project/s

Albion Street

The attached plan is the first draft feasibility design on the proposed measures pedestrian improvements on Albion Street.

The plan is for discussion and any comments would be appreciated.

Highways and Drainage, Area Ops Team

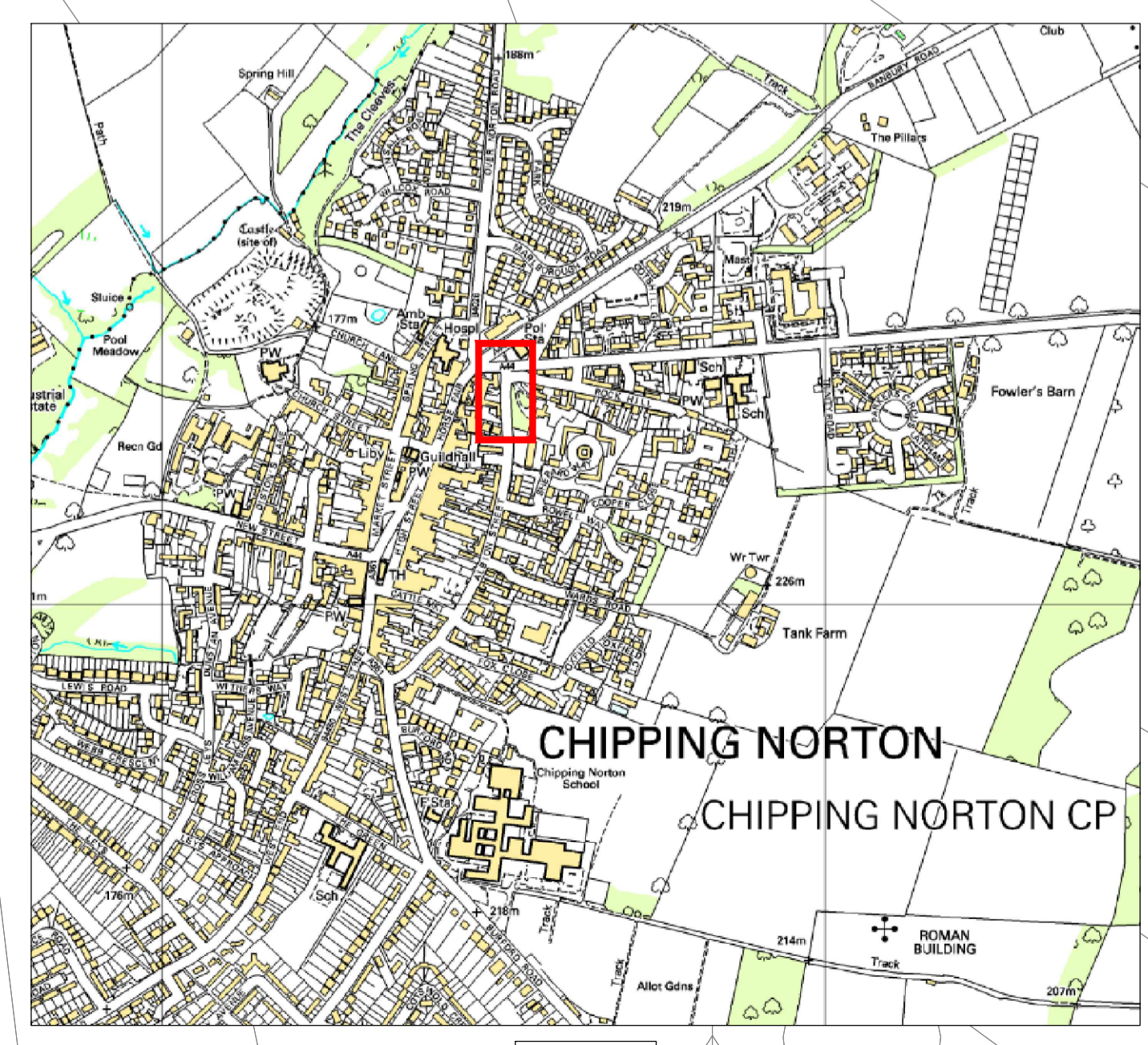
Planned Works

Proposed works for 23/24 can be found on an interactive and continually updated map of the major maintenance programmes is always available on the County Council's website, via following the link: - [Map \(highway-iams.uk\)](http://highway-iams.uk)



- Notes:
1. Do not scale from this drawing.
 2. Site verify all dimensions prior to construction
 3. Report all discrepancies to the Drawing Originator immediately
 4. This drawing is to be read in conjunction with all relevant documents and drawings

- KEY:
- Proposed Footway
 - Proposed Road Construction
 - Proposed Verge
 - Proposed Herringbone Block Paving
 - Proposed Road Markings
 - Existing Road Markings
 - Proposed Vehicular Vision Splays
 - Proposed Pedestrian and Shared use Vision Splays
 - Tactile Paving (Blister Buff)
 - Proposed Gully (see note 6)
 - Existing Lighting Column



Rev	Date	Description	Drn	Chkd	App
F01	19/12/2022	ISSUED FOR FEASIBILITY STATUS	BN	MG	EA

Revisions

Client



Drawing Originator

MILESTONE
INFRASTRUCTURE

A part of **MGroupServices**

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Drawing Status

FEASIBILITY

Project Name

**ALBION STREET
CHIPPING NORTON**

Title

GENERAL ARRANGEMENT

Sheet Size	Scale	Drawn by	Checked by	Approved by
A1	1:100	BN	MG	EA
		Drawn Date	Checked Date	Approved Date
		12-12-2022	16-12-2022	19/12/2022

Drawing Number	Status	Rev
810100-MIL-HGN-ALS-DR-CH-0001	F	01

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Agenda item 10 – Correspondence

The following email was sent to TVP from Cllr Coleman on 15th December 2022:

The Town Council have had many complaints about the speed at which traffic from Kingham and Churchill enters the town on the B4450. So far the only casualties have been a significant number of local pet cats- but this is an important pedestrian crossing point for residents going to the bus stop and corner shop on Hailey Road/Cornish Road, dog walkers going to the fields, and even residents walking from Cornish Road and Hailey Road towards the town centre as the pavement is very narrow for them on the other side.

The signage is currently poor- the 30mph roundel painted on the road is illegible and other signage minimal – but Oxfordshire County Council are reticent to improve this before the likely 20mph speed limit is introduced- despite Chipping Norton not being eligible for the scheme for several years.

Is it possible for you to put any pressure on OCC to improve our signage, or to provide some enforcement to encourage drivers to observe the 30mph speed limit? We would also be grateful for any additional advice you can give.

Thank you

Sandra Coleman

Town Mayor

TVP's Traffic Management Officer replied and confirmed he will make enquiries with OCC to see if anything can be done, but the impending introduction of the 20mph speed limit (and related new signage costings) may make this difficult.