



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Minutes of a Strategic Planning Meeting on the 8th June 2022, at 6:30pm in the Council Chamber of Chipping Norton Town Hall

Present: Cllrs S. Coleman, C. Butterworth, D. Heyes, Cllr S. Akers (substituting), A. Miles, R Foakes, and M. Walker.

Also Present:

Luci Ashbourne (Town Clerk)

Katherine Jang (Deputy Town Clerk)

1 member of the public

SPC1	Election of Chair Cllrs received nominations for the Chair of the Strategic Planning Committee for the municipal year 2022/2023. Cllr Heyes nominated Cllr Walker, Cllr Butterworth seconded. No other nominations were received. All in favour. Motion carried. RESOLVED: That Cllr Walker is elected Chair of the Strategic Planning Committee for the municipal year 2022/2023.
SPC2	Election of Vice-Chair Cllrs received nominations for the Vice-Chair of the Strategic Planning Committee for the municipal year 2022/2023. Cllr Coleman nominated Cllr Foakes, Cllr Akers seconded. No other nominations were received. All in favour. Motion carried. RESOLVED: That Cllr Foakes is elected Vice-Chair of the Strategic Planning Committee for the municipal year 2022/2023.
SPC3	Apologies for Absence Apologies were received from Cllr Graves, Holmes. To note for Full Council – consider noting reasons for absence in minutes.
SPC4	Declaration of Interests None received
SPC5	Minutes Cllrs approved the Minutes of the Committee held on the 13 th April 2022. Motion Carried. RESOLVED: That the Minutes of the Committee held on the 13 th April 2022 are signed as an accurate record by the Chair.
SPC6	Public Participation None received
SPC7	East Chipping Norton Development Cllrs received an update regarding the East Chipping Norton Development from Cllr Heyes and Cllr Coleman. Cllr Heyes noted that there have been 3 meetings of the Working Group since the last committee meeting.

	<p>The Liaison Meetings have been paused due to an ongoing archaeological survey. The Working Group also had a stall at the Town Festival on the 5th June 2022 and consulted with community members, receiving over 130 comments.</p> <p>Cllr Foakes reported that many of the comments received were what had been discussed in the Vision Statement, and that the maps were very helpful to visualise the development. Many people raised concerns about existing infrastructure and the upgrades required to accommodate the amount of people at the new development.</p>
SPC8	<p>Walterbush Road Bus Stop</p> <p>a. Cllrs received and considered a report from the Clerk regarding the planters at Walterbush road. The Clerk noted that the planters are in a difficult position to water remotely and since they have not been planted, community members have mistaken them as replacement bins. The Clerk brought up several options for the planters including slow-growing trees and asked what Cllrs would like her to investigate next. There is no option to reasonably relocate them as they have been bolted to the ground.</p> <p>The Clerk noted that the planting will come at a cost, but that she will investigate with experts to find a suitable hardy perennial or sedum planting scheme.</p> <p>Cllrs agreed to delegate this to the Clerk.</p> <p>Motion Carried.</p> <p>RESOLVED: That the interim planting scheme for the Walterbush Road Bus Stop planters is delegated to the Clerk to investigate.</p> <p>b. Cllrs received communication regarding the Walterbush Road Bush Shelter. Cllrs noted that when comparing the bus shelters before installation, none of the options had Perspex sides. The main reason for replacing the bus shelter was from previous comments about people congregating at the bus stop.</p> <p>Cllrs asked the Clerk to investigate if it would be possible to upgrade the bus shelter to add a Perspex side retroactively.</p> <p>Motion Carried.</p> <p>RESOLVED: That the Clerk will investigate upgrading the current bus shelter to add Perspex sides.</p>
SPC9	<p>Parking funding from WODC</p> <p>Cllrs received an update report from the Clerk about parking and cycling parking. The Town Council had received around £4000 to spend on parking. The Clerk will receive an update to bring back at the next meeting once she receives any information from OCC about whether cycling parking will be considered under this remit.</p> <p>Cllrs noted a desire for signage from Albion Street car parking to direct people to the town centre. Fingerposting to the town centre would be highly desirable.</p> <p>The Clerk has asked WODC about signage to do with these parking matters and will bring an update to the next meeting.</p> <p>RESOLVED: For the Clerk to bring an update about cycling and parking matters to the next committee meeting.</p>
SPC10	<p>20mph Speed Limit for Towns</p> <p>Cllrs received a report after having expressed an interest in Oxfordshire County Council's 20mph for towns initiative. The Clerk reported that she had registered an interest with the County Council, and the next step for this council would be to find out what residents would like. A survey would be the most relevant way to gather both qualitative and quantitative data about this.</p> <p>The Town Council had originally wanted a larger area and was told that the Holy Trinity School did not meet the criteria for the 20mph zone.</p> <p>The Clerk noted that the eligibility requirements are now much clearer and have been posted on the OCC website.</p> <p>Motion carried.</p> <p>RESOLVED: For the Clerk to investigate the relevant survey for the 20mph zone and report back at the next meeting.</p>

<p>SPC11</p>	<p>S106 Cllrs received an update report from the Clerk following the previous meeting regarding sports provision in the town. The Clerk had been asked to investigate a consultant who provided support regarding sports provisions in the town and identifying and suitable areas to develop. The Clerk has had a conversation with them but has noted that they have already done a full consultation with WODC, and Chipping Norton has been mentioned in this larger consultation. This report was to note.</p>
<p>SPC12</p>	<p>Benches</p> <p>a. Cllrs received a report regarding options for purchasing a six-seater bench for the Millennium Garden. Cllrs received three options for six-seater benches to discuss an appropriate choice for the Millennium Garden. The cost of this bench will be taken from the street scene budget. Cllrs discussed a number of community comments and requests for a bench that was much more friendly and sociable. Cllrs discussed the basing materials for the benches and noted that it might become muddy and unsightly if placed directly on the grass. Other Cllrs disagreed about installing a paved surface and removing some grassed area in the Millennium Garden. The Clerk suggested delegating to several Cllrs to do a site visit, take some photographs, and come back at a later meeting. RESOLVED: That a few Cllrs are delegated to do a site visit at the Millennium Garden to identify the ideal location and to report back at a future meeting.</p> <p>b. Cllrs received an update on the town centre bench restoration project. The Clerk noted that the Town Centre Bench restoration project is now complete, and the only bench left to install is the memorial bench. The request was for the bench to be placed in a certain area by the post box on high street. Due to the urgency of this, the Clerk suggested it would be wise to delegate this to a few Cllrs to investigate. Motion carried. RESOLVED: That a few Cllrs are delegated to investigate suitable locations for the memorial bench and to report back at a later meeting.</p>
<p>SPC13</p>	<p>Planning Applications Cllrs received and considered a schedule of planning applications from West Oxfordshire District Council.</p> <p>APPLICATION NO: 22/01061/FUL LOCATION: The Manor House Gallery West Street Chipping Norton PROPOSAL: Alterations to install rear fire escape to serve existing shop and construction of two flats above together with associated works including provision of car parking.</p> <p>Cllrs discussed the above Planning Application. Cllrs shared the concerns of the residents about the lack of space for bins and emergency access to Manor Gardens. Cllrs objected to the material changes to the listed buildings, and the lack of space for current residents.</p> <p>RESOLVED: That Cllrs object to the above Planning Application because it is not in keeping with the conservation area and agree with the objections from current residents about the lack of space for emergency access to Manor Gardens. Cllrs also strongly suggest that a site visit from a planner is required.</p> <p>APPLICATION NO: 22/01349/HHD LOCATION: 10 Tilsley Road Chipping Norton PROPOSAL: Remove existing conservatory and erection of replacement single storey extension to form</p>

	dining room. Construction of two storey and first floor side extension together with loft conversion and rear dormer to enlarge existing garage and create first floor bedroom with en-suite. RESOLVED: That Cllrs have no objections to the above planning application.
SPC14	Date of next meeting Wednesday 6 th July at 6:30pm
	The Chair closed the meeting at 8:00 pm

Signed as an accurate record:

Chair.....

Date.....