



# CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341 Fax: 01608 645206

Email: [townclerk@chippingnorton-tc.gov.uk](mailto:townclerk@chippingnorton-tc.gov.uk)

Office Hours: Mon – Fri 9am – 1pm

## **Minutes of a Strategic Planning Committee meeting held on the 25<sup>th</sup> January 2023, in the Council Chamber, Chipping Norton Town Hall, at 6:30pm**

PRESENT: Cllrs David Heyes, Jo Graves, Sandra Coleman, Mark Walker (Chair)

ALSO PRESENT:

Luci Ashbourne, Town Clerk

Katherine Jang, Deputy Town Clerk

Paolo Oliveri, Maintenance Operative

2 Members of the public

<b>SPC45</b>	<b>Apologies for Absence</b> Apologies were received from Cllr Holmes.
<b>SPC46</b>	<b>Declaration of Interests</b> None received
<b>SPC47</b>	<b>Minutes</b> a. <b>RESOLVED:</b> That subject to one amendment (to include apologies from Cllr Jo Graves), the Chair signs the Minutes of the committee meeting held on the 16 <sup>th</sup> November 2022 as an accurate record of the meeting.  b. Members noted the minutes of the following sub-committee meetings: i) Planning Sub-Committee held on 29 <sup>th</sup> November 2022 ii) Planning Sub-Committee held on 10 <sup>th</sup> January 2023 Noted that this meeting was not quorate. iii) Traffic Advisory Sub-Committee held on 12 <sup>th</sup> January 2023
<b>SPC48</b>	<b>Public Participation</b> Marcus Simmons from Transition Chipping Norton addressed members about the proposed crossing at Albion Street/London Road and offered an alternative. The Chair explained that the issue with the alternative crossing proposed is the issue with visibility at the bottom of Rock Hill which was identified by the traffic engineers.
<b>SPC49</b>	<b>Committee Action Plan</b> Members noted this ongoing action plan.
<b>SPC50</b>	<b>East Chipping Norton Development</b> Members received a verbal update from Cllr Heyes, who reported that the master planning process has still been delayed due to the archaeology survey. No response has been received from the letter sent by Chipping Norton's Mayor in August about the master planning process.

	Members agreed for the Town Clerk to contact the Strategic Planning Officer and OCC Archaeology team regarding progress and timelines with the master plan.
<b>SPC51</b>	<p><b>Walterbush Road Bus Shelter</b></p> <p>Members received and discussed costings from Oxfordshire County Council to install sides and a bench on the Walterbush Road bus shelter.</p> <p>Cllr Coleman proposed to accept the quote received for the Perspex sides and bench, seconded by Cllr Heyes. All in favour, motion carried.</p> <p><b>RESOLVED:</b> To accept the quote from OCC for £1,808.25 to retrospectively install Perspex sides and a full bench at the Walterbush Road bus shelter.</p>
<b>SPC52</b>	<p><b>Grit Bin Request</b></p> <p>Members received request to install two grit bins in the town.</p> <p>Cllr Coleman noted that the location of the grit bin should be located further down the path where the road slopes at the bottom of the road by the pedestrian crossing.</p> <p>Cllr Walker proposed to accept two grit bins, amending the location of the second bin slightly. Seconded by Cllr Graves.</p> <p>The Clerk explained that the Town Council will need to inform OCC that two bins are desired in the general location, and that OCC will do further research.</p> <p><b>RESOLVED:</b> That in principle, members approve to set aside the funds to supply, install and first fill two grit bins (each £250 plus VAT), subject to OCC's approval of the chosen locations.</p>
<b>SPC53</b>	<p><b>Benches</b></p> <p>Members received an update on town benches from the Clerk. The two memorial benches have now been installed. The curved bench is in progress, basing material quotes have been sought.</p>
<b>SPC54</b>	<p><b>Albion Street Safety Improvements</b></p> <p>Members considered proposed plans from Oxfordshire County Council for road safety improvements to the Albion Street/London Road junction.</p> <p>Cllr Walker proposed to accept the proposed plans from OCC for the junction at Albion Street/London Road, seconded by Cllr Graves.</p> <p><b>RESOLVED:</b> That members approve the proposed plans from OCC regarding the junction at Albion Street/London Road.</p>
<b>SPC55</b>	<p><b>Playing Pitch Strategy</b></p> <p>Members received and noted WODC's adopted playing pitch strategy.</p> <p>Members noted that football in Chipping Norton has either spare capacity or is played to capacity. Rugby shortfall of 1, tennis capacity exceeded across the district.</p> <p>Agreed for the Clerk to investigate if local sports clubs have been informed about this playing pitch strategy.</p> <p>Agreed for the Clerk to invite Cllr Joy Aitman to speak with the Town Council about the playing pitch strategy.</p>
<b>SPC56</b>	<p><b>Chipping Norton Air Quality Action Plan</b></p> <p>Members discussed nominating a representative to sit on WODC's Air Quality Steering Group.</p> <p>Agreed for the Clerk to request virtual meetings if possible.</p>

	<p>Cllrs Walker and Coleman agree to share the responsibility as representatives of Chipping Norton Town Council.</p>
<b>SPC57</b>	<p><b>Planning Applications</b></p> <p>1. <b>RE: SN2022178 Large Development High Street Chipping Norton</b>  <b>RE APPROVED APPLICATION NO:</b> <a href="#">21/01204/FUL</a> &amp; <a href="#">21/01205/LBC</a>  <b>PROPOSAL:</b> To address 8 properties at High Street Chipping Norton, "Elizabeth Court"</p> <p>"The plan is to allocate a new court name "Elizabeth Court" to part of the development (8 apartments off Portland Place). 5 will be addressed directly off High Street, as will the Cinema.</p> <p>As this is only a Court Name and not a new name we plan to use this name unless the Town Council has any strong objections to the use of this name. I have clarified that it does not need special consent as "Elizabeth" is after our late Queen."</p> <p><b>LOCATION:</b> High Street, Chipping Norton, Oxfordshire</p> <p>Cllrs mention that the use of the late monarch's name should be reserved for a development with more weight and significance, such as a community centre.</p> <p>Cllrs suggest to continue the numbering at Portland Place or to suggest an alternative of Harper's Yard as a suggestion to honour the previous shop that was in place for many years.</p> <p>2. <b>APPLICATION NO:</b> <a href="#">22/03513/HHD</a>  <b>PROPOSAL:</b> Proposed rear extension and alterations including new second floor flat roof dormer window.  <b>LOCATION:</b> 11 The Leys, Chipping Norton, Oxfordshire</p> <p>No objection, no comment.</p> <p>3. TO NOTE:  Refused Planning Appeal for original Planning Application no: <a href="#">21/00801/FUL</a>  <b>LOCATION:</b> Land North West of 66 Over Norton Road, Chipping Norton  <b>ENFORCEMENT NOTICE 2021/2:</b> 20/00037/PENF</p> <p>Cllrs noted this Planning Appeal.</p>
<b>SPC58</b>	<p><b>Date of Next Meeting</b>  Wednesday 22<sup>nd</sup> March 2023</p>

The Chair closed the meeting at 7:47pm.

Signed.....

Date.....