



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

TOWN CLERK: Luci Ashbourne

30th May 2023

SUMMONS TO ATTEND A MEETING OF STRATEGIC PLANNING COMMITTEE

TO: All Members of the Strategic Planning Committee

VENUE: Council Chamber, Chipping Norton Town Hall

DATE: Monday 5th June 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk

A handwritten signature in blue ink, appearing to read 'Luci Ashbourne', is written over the printed name and title.

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. Election of Chair

To receive nominations for and elect the Chair of the Strategic Planning Committee for the municipal year 2023/24

2. Election of Vice-Chair

To receive nominations for and elect the Chair of The Strategic Planning Committee for the municipal year 2023/24

3. 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.

4. 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

5. Minutes

- a. To approve the Minutes of the Committee meeting held on the 11th March 2023.
- b. To note the minutes of the Traffic Advisory Sub-Committee meeting held on 27th April 2023.

6. 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.

7. Committee terms of reference and name

To note the updated Committee Terms of Reference and discuss the Committee name.

8. Committee action plan

To review the committee action plan

9. East Chipping Norton Development

To receive any updates

10. Cemetery

To note a report from the Deputy Clerk and Estates Officer.

11. Bike repair stations

To receive an update

12. Benches

To receive an update

13. Pool Meadow

To receive an update on the Pool Meadow Restoration Project.

14. Planning Applications

a. To receive a schedule of planning applications from West Oxfordshire District Council.

b. To receive and note the following correspondence: 23/00536/OUT - LAND SOUTH OF BANBURY ROAD, CHIPPING NORTON – RESPONSE TO APPLICATION COMMENTS

15. Date of Next Meeting – Monday 10th July 2023



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

Minutes of a Strategic Planning Committee Meeting held on Wednesday the 22nd March 2023, in the Council Chamber Chipping Norton Town Hall at 6:30pm

PRESENT: Cllrs Mark Walker (Chair), Jo Graves, Sandra Coleman, Chris Butterworth, Steve Akers (Substituting)

ALSO PRESENT:

Luci Ashbourne, Town Clerk

Katherine Jang, Deputy Town Clerk

Susan McPherson, West Oxfordshire District Council's Clean Air Officer

1 Member of the public

| | |
|--------------|---|
| SPC59 | Apologies for absence Apologies were received from Cllr David Heyes |
| SPC60 | Declaration of interests None received |
| SPC61 | Minutes RESOLVED: That the Minutes of the Committee held on the 25 th January 2023 were signed by the Chair as an accurate record of the meeting. |
| SPC62 | Public Participation None received |
| SPC63 | Committee Action Plan Members noted this ongoing action plan. The Town Clerk has chased Cllr Aitman about the Sports Strategy. The CEO of Oxfordshire FA attended the previous Community Committee meeting and has put the Town Clerk in touch with the Chief Executive of SkateboardGB. |
| SPC64 | East Chipping Norton Development Members received an update about the East Chipping Norton Development from Cllr Coleman. Cllrs Coleman reported that the Wessex Archaeology report is now in the public domain. Cllrs would like clarity about the shifting boundaries of the Strategic Development Area and a realistic timeline for the masterplanning process. Cllrs request for the Town Clerk to check in with Chris Hargraves and to report back at the next Full Council meeting on the 19 th April 2023. |
| SPC65 | Benches Members received an update from the Town Clerk on benches and discussed next steps. At a previous meeting, councillors had requested porous basing for the curved bench in the Millennium Garden. |

| | |
|--------------|---|
| | <p>Cllrs discussed the shape of the basing material and requested a half-circle. £400 for rubber mulch and £500 for hard core basing.</p> <p>Cllr Walkers proposed the cost of £4000 seconded by Cllr Graves. All in favour.</p> <p>RESOLVED: That the Council agrees the cost for a three-piece curved Sheldon bench and associated basing costs, with a budget of £4000.</p> |
| SPC66 | <p>Chipping Norton Air Quality Action Plan</p> <p>Members received an update report from West Oxfordshire District Council's Clean Air Officer, Susan McPherson, and discussed next steps.</p> <p>For Cllrs to determine the overall priority action areas for Chipping Norton, and what actions the council are prepared to politically support (eg. Car parking related measures, improvements to buses or active transport routes.)</p> <p>Relay comments to Abigail Pepler as soon as possible.</p> <p>Susan McPherson to circulate the deadline for comments and the air quality action report.</p> |
| SPC67 | <p>Review of the Neighbourhood Plan</p> <p>Members received communication regarding a review of the neighbourhood plan and discussed next steps.</p> <p>Members agree to an initial meeting with Neil Horner to discuss an update to the neighbourhood plan.</p> <p>The invitation to be sent to member of this Committee only.</p> |
| SPC68 | <p>LCWIP</p> <p>Members received correspondence from Natalie Moore, who noted that the upcoming report will be finished and circulated soon, and that she will organise a TAC for after Easter.</p> |
| SPC69 | <p>Cycling</p> <p>Members discussed ways to encourage cycling in the town.</p> <p>Cllr Mark Walker also noted that the two cycle repair stands have been delivered to the Town Council and will be installed soon – one in the town centre and one outside the Leisure Centre.</p> <p>Cllrs mentioned that children's cycling classes take place in the summer, and noted that the classes could take children by the stands and teach them how to use them.</p> <p>Members agreed to postpone installation until after elections in May.</p> <p>The Town Clerk mentioned Car Free day in September, and that the unveiling could take place at that time.</p> |
| SPC70 | <p>Planning Applications</p> <ol style="list-style-type: none"> 1. APPLICATION NO: 23/00169/HHD PROPOSAL: Erection of front porch LOCATION: 2 Howes Lane Chipping Norton Oxfordshire RESOLVED: No objection, no comment. |

| | |
|--|---|
| | <p>2. APPLICATION NO: 23/00239/HHD PROPOSAL: Relocate front door and construction of entrance canopy over together with the conversion of existing garage, covered walkway and porch to create additional living space, uniting main house and annexe into one property. Associated works and landscaping. LOCATION: Silverdale 62 Over Norton Road Chipping Norton RESOLVED: No objection, no comment.</p> <p>3. APPLICATION NO: 23/00393/HHD PROPOSAL: Replace conservatory with rear garden room LOCATION: 4 Insall Road Chipping Norton Oxfordshire RESOLVED: No objection, no comment.</p> <p>4. APPLICATION NO: 23/00378/LBC PROPOSAL: Internal and external alterations including replacement of existing window and door on rear elevation with new glazing and doors APPLICATION NO: 23/00377/HHD PROPOSAL: Replacement of existing window and door on rear elevation with new glazing and doors LOCATION: 26 New Street Chipping Norton Oxfordshire RESOLVED: No objection, no comment.</p> <p>5. APPLICATION NO: 23/00145/HHD PROPOSAL: Proposed Two Storey Side Extension LOCATION: 20 Cotshill Gardens Chipping Norton Oxfordshire RESOLVED: No objection, no comment.</p> <p>6. APPLICATION NO: 23/00542/S73 PROPOSAL: Variation of conditions 2 and 3 of planning permission 22/00583/FUL to allow an externally built chimney to Southern elevation and the use of reconstituted stone walling and aluminium windows in place of natural stone and timber. APPLICATION NO: 22/00583/FUL PROPOSAL: Erection of a detached dwelling and garage together with formation of new access LOCATION: 31 Worcester Road Chipping Norton Oxfordshire RESOLVED: No objection, no comment.</p> <p>7. APPLICATION NO: 23/00476/ADV PROPOSAL: Erection of two wall mounted signs either side of the bay window, wall mounted menu sign next to the door and a hanging sign LOCATION: 7 Middle Row Chipping Norton Oxfordshire</p> <p>RESOLVED: Objection, Councillors object to the proposed sign due to the design being out of keeping with the character of Chipping Norton's Conservation Area and Middle Row. Councillors object to both the scale of the two principal signs and the illumination.</p> |
|--|---|

| | |
|--------------|--|
| | <p>8. APPLICATION NO: 23/00522/HHD PROPOSAL: Erection of a single storey rear extension LOCATION: 3 Cooper Close Chipping Norton Oxfordshire RESOLVED: No objection, no comment.</p> <p>9. APPLICATION NO: 23/00536/OUT PROPOSAL: Outline planning application for up to 90 residential dwellings, including up to 40% affordable housing, creation of new vehicular access of Banbury Road and provision of public open space with associated landscape planting with associated infrastructure, drainage measure, earthworks and all other associated works. All matters reserved except accessibility to the site, for vehicles in terms of the positioning and treatment access to the site LOCATION: Land South of Hit or Miss Banbury Road, Chipping Norton, Oxfordshire</p> <p>RESOLVED: Objection - Councillors would like to thank Rainier for taking the time to meet and discuss with them, and for addressing and amending plans based on their comments.</p> <p>Councillors note that this outline planning application for 90 residential dwellings only encompasses a small portion of the land Rainier owns, which will likely be developed at a later point. Councillors stressed the need for a strategic development plan for the entirety of the land to address the pressure on already stressed infrastructure – including increased healthcare provision, water and sewage infrastructure upgrades, parking, and sports facilities.</p> <p>This proposed new development effectively draws a new residential boundary for Chipping Norton past the Cricket Club on Banbury Road. Considering the distance between the proposed development and the town centre and amenities including schools and shopping, Councillors discussed the need for pedestrian and cycling infrastructure linking this development to the current town and Strategic Development Area.</p> <p>Potential S106 requests at this point would include but are not limited to: Contributions to walking and cycling infrastructure, contributions towards the provision of additional healthcare services, contributions towards additional required provisions of childcare and education, identification of additional facilities for sports and play facilities. Specific S106 requests will be submitted as part of the full planning application consultation.</p> |
| SPC71 | <p>Date of next meeting Monday 5th June 2023</p> |

The Chair closed the meeting at 7:56pm

CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm



Minutes of the **Traffic Advisory Sub-Committee** held in Chipping Norton Town Hall on the **27th April 2023 at 2pm**

The following members were present:

Cllr Mark Walker (Chair)

Cllr Sandra Coleman

Cllr Geoff Saul (member for OCC and WODC)

Mike Dixon (Public Transport Users Representative)

Mike Wasley (OCC Officer)

Cllr Steve Akers

Cllr Jo Graves (arrived at 2:10pm)

Also in attendance:

Katherine Jang – Deputy Town Clerk

4 members of the public

| | |
|--------------|--|
| TAC26 | Apologies for Absence Apologies were received from Maria Wheatley (WODC Officer), Marcus Simmons (Transition Chipping Norton), and Natalie Moore (OCC). |
| TAC27 | Declaration of interests No declarations of interest were received. |
| TAC28 | Minutes RESOLVED: That the Minutes from the 12 th January 2023 were approved and signed by the Chair as an accurate record of the meeting. |
| TAC29 | Public Participation Members received correspondence from a member of the public speaking about difficulties navigating the town centre in a mobility scooter (TAC36). |
| TAC30 | County Officer's Report Members received a verbal update from Mike Wasley on behalf of OCC Officer Natalie Moore. Mike Wasley presented a report about ongoing lining works taking place in the upcoming 2023/2024 municipal year. Albion Street crossing works in hand and ongoing works for detailed designs are being drawn up. Members queried if the New St crossing is in progress. Mike reported from OCC Officer Natalie Moore – That officers have met and the trial scheme would cost similar to a permanent scheme. Due to pressures on staff resources a trial is unable this financial year. Some funding and feasibility study will take place this financial year. Design works will be taking place the following year and the year after (2025) will be final implementation. |

| | |
|--------------|--|
| | <p>Members queried the lining works set out for Churchill Rd roundabout – Mike reported that this is on the schedule, indicative dates for July 2024.</p> <p>Members queried who was responsible for traffic management for felling trees on the A44 – Mike Wasley reported that this would be Andy Ledo (Arboricultural Team Leader). Members reported concerns of Ash dieback near the A44.</p> |
| TAC31 | <p>District Officer's Report</p> <p>There was no report to consider.</p> |
| TAC32 | <p>Update from Cllr Saul on OCC Highways matters including the HGV working group</p> <p>Members received a verbal report from Cllr Saul regarding OCC Highways matters and the HGV working group.</p> <p>Local transport plan adopted last July – including active travel and freight and logistics strategy. Freight and Logistics report due May 2023. Cllr Saul mentioned that these weight-based restrictions could impact HGV traffic through Chipping Norton.</p> <p>Area and corridor plan study due back soon – to meet the LTCP objectives regarding A44. Ongoing work with local walking and cycling infrastructure plans. Chipping Norton's plan is next to be completed after Abingdon and Witney's plans are completed.</p> <p>Walking and cycling routes strategy due with public consultation in May 2023. Public transport - £2 fare offer currently, ending in June 2023 not expecting it to be extended. The bus recovery grant was extended to June 2023 but not expected to be extended after that deadline.</p> <p>Planned works scheme 2023-24, patching and repair works to Burford Rd. Members agreed for Cllr Saul to look into active travel routes connecting Chipping Norton to other towns, and to understand where these routes are planned.</p> <p>Cllr Saul reported that the 20mph zone for Chipping Norton has been scheduled for this FY.</p> <p>Members queried verge and verge management litter maintenance? Cllr Saul to ask Paul Wilson at OCC.</p> <p>Members queried the S106 funding, and if this budget is monitored and the process for ensuring that it is spent. Mike Wasley stated that Geoff Barrell is the S106 Officer and is also managing the 20mph programme.</p> <p>RESOLVED: For the Town Clerk to invite Geoff Barrell to the next TAC meeting in June, or to ask for a written update to be shared with TAC.</p> |
| TAC33 | <p>Cycling</p> <p>The Chair reported that there was enthusiasm for cycling after the Women's Tour came to Chipping Norton last year.</p> <p>Upcoming works include installing the cycle repair stands and pumps in Town Centre and Leisure Centre on Burford Rd (May 2023).</p> <p>Cllrs to enquire if schools still offer cycling proficiency classes. The Chair said that students are taught in Y6/7.</p> |

| | |
|--------------|--|
| | |
| TAC34 | <p>Road Safety</p> <p>a. Road safety related matters Members raised that there is a Road Safety (Brake) event occurring at the end of the year and Walk to School Days in May and June. For the TC to contact the schools raise awareness of these upcoming events.</p> <p>Members raised the issue of a broken dry stone wall along the Charlbury Rd next to the WF Allotments, and whether the officers could advise blocking the desire path or making a gate/opening. OCC Officers had a view that this is a landowner issue. Primarily, that the carriageway could be a dangerous place to cross and this is not a recognized crossing point. Officer advised putting up signage (not a recognized crossing point and therefore not safe to cross, cross at own risk).</p> <p>b. Speed Indicator Advice – Churchill Road RESOLVED: Members agreed to continue with consultation with residents in the area as proposed by the Town Clerk.</p> |
| TAC35 | <p>LCWIP</p> <p>Members received a verbal update from Mike Wasley on behalf of OCC Officer Natalie Moore.</p> <p>There has been a delay in progress with LCWIP. Currently key routes for active travel and cycle routes have been identified. Over the next coming weeks there will be meetings with working groups, organizing site visits, and identifying project costs.</p> <p>Members thanked Natalie Moore for her written report and requested that any updates are shared at the next TAC meeting on the 29th June 2023.</p> |
| TAC36 | <p>Correspondence</p> <p>Members noted correspondence from a resident regarding difficulties navigating the town centre in a mobility scooter.</p> <ul style="list-style-type: none"> • The member of public reported that there is no parking on West St in front of the Methodist Church due to roadworks. Cllr Saul agreed to follow up with the County Officer regarding this issue. • The member of public raised that the dropped kerb near Aldi and the Chipping Norton Hospital needs re-engineering. Members reported that this is private property and that they will have a casual chat with the manager at Aldi to raise this issue. |
| TAC37 | <p>Any Other Business</p> <p>None to discuss.</p> |
| TAC38 | <p>Date of next meeting</p> <p>Thursday 29th June 2023, 2pm.</p> <p>The meeting closed at 3:17pm.</p> |

4.1 Strategic Planning Committee

Quorum: Three (minimum) or one third of total committee membership whichever is greater Town Councillors.

Terms of Reference:

The Strategic Planning Committee will undertake the following functions (and may delegate those functions indicated to the Planning and Traffic Advisory Sub Committees):

- 1) Promote the economic development of Chipping Norton
- 2) Manage the Council's assets in the public realm (street furniture etc) ensuring that all such assets remain in good repair
- 3) Keep the appearance of the public realm (and particularly the town centre) under review (regardless of ownership) and identify where additional (or less) street furniture/signage etc would be of benefit to the town
- 4) Develop strategies for the improvement of the public realm and make recommendations as appropriate to the Council
- 5) Keep the Chipping Norton Neighbourhood Plan under review
- 6) Develop projects which further the East Chipping Norton Vision Statement and make recommendations to the Council
- 7) Review possible green infrastructure projects, develop partnerships to deliver such projects and make recommendations to the Council
- 8) Authorise items of expenditure which are provided for within the approved budget for the Committee
- 9) Exercise the Council's functions as a burial authority, delegating to officers as appropriate
- 10) Ensure that the cemetery and associated buildings, walls and fences are kept in good repair and that risk assessments and safety inspections are undertaken regularly.
- 11) Review Cemetery fees and charges annually and make recommendations to the Finance & Resources Committee
- 12) Manage Pool Meadow
- 13) Consider the carbon footprint and biodiversity impact of any decision, as stipulated in the Climate Emergency Declaration

Functions which may be delegated to the Planning Sub Committee:

- 14) Consider and make observations on planning applications within the Council area and subject to consultation by the relevant planning authority
- 15) Monitor planning decisions made by the planning authority
- 16) Make representations on planning enforcement matters
- 17) Make representations, as appropriate, on planning appeals

Functions which may be delegated to the Traffic Advisory Sub Committee:

1. The Committee shall consist of 6 Town Councillors and members from West Oxfordshire District Council and Oxfordshire County Council, including Traffic engineers, Thames Valley Police and the CN Community Resilience Group. Other organisations may be invited to attend in an advisory capacity.
2. The Quorum shall be at least 4 CN Town Councillors
3. A Chair shall be elected at the first meeting of the new municipal year
4. The Committee is an advisory committee reporting to the full Town Council and to the Community. Any advice will be reported to the full CNTC & Community for consideration.
5. The committee has no budget responsibility or delegated powers apart from those set out in paragraph 6 below.
6. On matters that require further research, for example a more detailed report or seeking further clarification from a third party, the Committee shall have delegated power to act.
7. The scope of the Committee will include traffic related matters-
 - HGVs
 - Road safety
 - Speed data
 - 20mph limit & other traffic limits
 - Traffic and Traffic flow
 - Travel choices
 - School Travel
 - Air Quality and Pollution
 - Drain Covers
 - Line Painting
 - Parking
 - Repairs to Pavements and Roads
 - Street lighting

This list is not exhaustive.

The Committee shall meet at least two times per year (March and October) and such other occasions as deemed necessary

Agenda item 5 – Committee action plan

The current Committee Action plan needs to be reviewed. The items highlighted in yellow are now the remit of this committee (from Community Committee).

The items highlighted in grey are complete.

The committee should consider the current plan and discuss any forward work that needs to be included. It should be noted that this action plan is a working document and can be updated at any point.

| Action | Whose involved? | Budget | Commencement | Completion | Notes/Comment |
|--|--|-----------------------------|--------------|------------|--|
| Undertake an audit and needs assessment of sports provision across the Town and then feed this into WODC's planning needs assessment | CNTC/ Staff / Clubs/ Associations/WODC | N/A | Sep-22 | Jan-22 | WODC's sports and pitch provision strategy has been approved and is in the public domain. Awaiting meeting confirmation from WODC Exec member Cllr Joy Aitman. |
| Promote active travel and transport in the Town | CNTC/Transition CN/Working group/TAC | | Ongoing | Ongoing | LCWIP |
| Delivering the East Chipping Norton Development Vision Statement | CNTC/OCC/WODC//working group/Community First | | Ongoing | Ongoing | Master-planning process paused. Letter sent to OCC and WODC. Community First have been commissioned to scope out potential for a Community Land Trust. Meeting set with CF for 15 th June 2023. |
| 20mph scheme for Chipping Norton | CNTC/OCC TAC | | April 22 | April 23 | Consultation complete. Report published. Installation from OCC expected in the third tranche of funding (2024) |
| Using WODC's parking funding to promote active travel in the town | CNTC/WODC/Contractors | £4000 EMR | May 21 | May 23 | Bike repair stands greed by cabinet member and officer. Proposed location – Outside the Leisure Centre and by the bike racks on top row. Permission granted. Installed. Complete. |
| New bus shelter at Walterbush road | CNTC/OCC | £106 | 2020 | April 23 | New shelter installed. Quotes for sides/seats approved. Installation ordered. Awaiting date. Planters have herbs planted in them. |
| Restoring the town's municipal and memorial benches | CNTC staff/contractors | Street Scene budget and EMR | May 21 | May 23 | Ten benches complete. Second phase underway. Benches from new street are ready for collection. The Covid memorial bench for the Millennium Garden is now in place. The new Memorial benches on New Street and New Street Common have been installed. Curved bench for Millennium Garden – footings in, due to be installed early June. |
| Reducing HGV's in the town centre | CNTC/OCC/TAC/working group | £8000 for re-routing signs | Ongoing | Ongoing | HGV re-routing signage has been installed. Working with OCC to help identify safer HGV routes. |
| Road Safety | CNTC/OCC/TAC | | Ongoing | Ongoing | Awaiting consultation on proposed new crossings in town centre from OCC – design are being drawn up Road Safety week was held on – 21 st -25 th November 2022. Planning for 2023 to commence in the summer. |

| | | | | | |
|--|---|--------------------------|---------|---------|--|
| | | | | | Proposed improvements for Albion Street have been approved. SID consultation (Churchill Road) going ahead. Report to go to TAC |
| Improving access and biodiversity at Pool meadow Large Project | CNTC/Approved consultants/Working Party | 23/24 EMR £25,000 | 2020 | Sept 24 | Feasibility study has been approved and is progressing. Update on the agenda. |
| Cemetery clean up days | CNTC Staff, Cllrs and Volunteers | N/A | Ongoing | Ongoing | October 2023 October 2022 clean up day and wildflower planting was a success. |
| Improving access, information and biodiversity in Chipping Norton Cemetery | CNTC/Contractors | 22-23 £1000 EMR £4174 | Ongoing | Ongoing | New regulations approved. New noticeboard has been installed. First stage memorial safety testing complete - safety works complete. Awaiting second area survey results. Wildflower meadow complete. Yellow rattle growing well. |

Agenda item 9 – East Chipping Norton

Correspondence from Historic England:

Romano-British Settlement and Iron Age remains on land on the eastern edge of Chipping Norton, between London Road (A44) to the north and the B4026 to the south.

Invitation to Comment

I am writing to inform you that on behalf of the Secretary of State for Culture, Media and Sport, Historic England is currently considering whether the above monument has national importance.

If you have any further information or observations on the consultation report which you believe might be relevant to our assessment we would be pleased to hear from you. You can send these to us by email or post within 21 days from the date of this correspondence. If you do not intend to send us any comments we would be grateful if you could let us know so that we can proceed with the case. We will consider all representations made before finalising our assessment and making our recommendation. We will notify you of the Secretary of State's decision in due course.

Report and map attached.

Case Name: Chipping Norton Roman Settlement

Case Number: 1485381

Background

Historic England has been asked to consider the Iron Age and Romano-British settlement, south of London Road, Chipping Norton, Oxfordshire for scheduling. Under the West Oxfordshire Local Plan, adopted in 2018, much of the land identified as containing the archaeological remains of a Romano-British settlement is designated as the East Chipping Norton Strategic Development Area (ECNSDA) with plans for 1,200 new homes.

The site lies in fields to the south of London Road (A44) owned by Oxford County Council and Cala Homes and continues southward past the track to Glyme Farm as far as the B4026 on private land belonging to the farm.

The site is not in a conservation area and is just outside the Cotswold Area of Outstanding Natural Beauty (AONB) to the west.

Three magnetometer surveys of the proposed development area, and the land directly to the south, were carried out between May 2021 and March 2022. The area of the three surveys has been taken as the area of assessment but it should be noted that this is for consultation purposes only. It should also be noted that the Consultation Report only provides a summary of the findings of the magnetometer surveys and the subsequent archaeological evaluation by Wessex Archaeology (November 2022).

Asset(s) under Assessment

Facts about the asset(s) can be found in the Annex(es) to this report.

| Annex | Name | Heritage Category |
|-------|---|-------------------|
| 1 | Romano-British Settlement and Iron Age remains at Chipping Norton | Scheduling |

Visits

| Date | Visit Type |
|---------------|---------------|
| 18 April 2023 | External only |

Annex 1

The Draft List Entry are being assessed as the basis for a proposed addition to The National Heritage List for England.

Draft List Entry

Name: Romano-British Settlement and Iron Age remains at Chipping Norton

Location

Land on the eastern edge of Chipping Norton between London Road (A44) to the north and the B4026 to the south.

| County | District | District Type | Parish |
|-------------|------------------|--------------------|-----------------|
| Oxfordshire | West Oxfordshire | District Authority | Chipping Norton |

History

Later Iron Age and Romano-British occupation in Britain included a range of rural settlement types. The surviving remains comprise farmsteads, hamlets, villages and hillforts, which together demonstrate an important sequence of settlement. At a small-scale, Iron Age (800 BC-AD 43) farmsteads formed the dwelling places of individual families or kinship groups engaged in mixed farming, often at subsistence level. They typically consist of clusters of roundhouses and rectangular timber structures within curvilinear ditched enclosures, although not all farmsteads were enclosed. Farmsteads predominated as a settlement form throughout the Roman period.

Romano-British settlements began to emerge in the mid-first century AD. However, the majority of larger settlements appeared in the later first and second centuries, whilst the third and fourth centuries saw the growth and development of existing establishments, together with the emergence of a small number of new ones. Settlements vary enormously in site type and size. Romano-British farmsteads, typified by rectilinear or curvilinear enclosures, were the most numerous and existed prior to and throughout the Roman period. Other small-scale nucleated settlements include compact villages with more densely concentrated rectilinear compounds, with structures and open components linked by a series of streets and lanes; and linear villages settlements which developed as strings of farmsteads within rectilinear plots arranged along tracks, drove ways and Roman roads, frequently sited close to spring lines. Both the buildings and associated field systems also tended to be rectilinear in form, although the earlier tradition of round houses sometimes persisted. Additionally, there are sites that are perhaps best regarded as 'rural' but which display what may be termed 'urban' attributes. This is especially the case with the large number of roadside settlements, that focus on major and other Roman roads and display elements of planning that morphologically set them apart from most linear settlements. Not only did such settlements draw their existence from rural activities such as farming, but also acted as local foci for trade and, where possible, exploiting their location on the road; some also developed specialist functions, such as mining complexes and manufacturing.

Oxfordshire contains a wide variety of Romano-British settlement types ranging from substantial nucleated settlements such as Alchester and Dorchester, through villas, of which around 70 of greatly differing size are known, to minor farmsteads. A string of roadside settlements ran along Akeman Street (the main east-west axis between Verulamium and Cirencester), to the west of Alchester including Sansom's Platt, Wilcote and Asthall and a number of other nucleated settlements, built on other roads, including Frilford, Wantage, Swalcliffe Lea and Middleton Stoney have been identified. Chipping Norton is one of several

significant, but currently poorly understood, settlements situated away from major roads which also include Abingdon and Bowling Green Farm, Stanford in the Vale.

A Roman site at Chipping Norton was first indicated by a find of Roman coins in the late-C19 and confirmed by finds of a considerable amount of Romano-British pottery fragments and the foundations of a wall in the late 1960s, noted in the 1970 edition of *Oxoniensia*. In 1971 a stone head, likely to date from the second half of the 2nd century AD, was found (*Oxoniensia* 1972). Between May 2021 and March 2022, three magnetometer surveys of the site were carried out by Kerry Donaldson and David Sabin of Archaeological Surveys Ltd which indicated significant Iron Age and Romano-British remains over much of the area surveyed including a well-surviving Romano-British Settlement. These findings were largely confirmed by an archaeological evaluation, including trial trenches, for the middle section of the survey, carried out by Wessex Archaeology (November 2022). Finds indicated a rural settlement with likely craft activities undertaken alongside a mixed agricultural regime with possible religious or votive activity.

Details

PRINCIPAL ELEMENTS: a Romano-British rural settlement, dating from the 1st to the 4th century AD, with evidence of possible Iron Age origins, consisting of the buried remains of rectilinear stone houses within walled enclosures with possible shrines, bathhouse and cemetery, served by trackways or roads, located to the east of Chipping Norton.

DESCRIPTION: the broadly rectangular area covered by the three magnetometer surveys is around 58.3 hectares (144 acres) in area (1.3 km north to south and 0.64 km, at its widest east of the grounds of Chipping Norton School, east to west) and is located in agricultural land to the east of Chipping Norton between London Road (A44) to the north and Burford Road/B4026 to the south. To the west the site is bounded by housing to the north, the grounds of Chipping Norton School and a wood and allotments in the southwest corner. To the east the site is bounded by stands of woodland. An east-west track to Glyme Farm crosses the site towards its southern end. The land slopes gently down from the north-west to the south-east with a shallow valley to the south of the site which contains a spring.

The principal feature of the site, identified by the magnetometer surveys and evaluation trenches, is a buried Romano-British settlement with stone rectilinear buildings contained within stone-walled enclosures, centred around the junction between a trackway which runs broadly north-south with another running north-westward. The junction is located in the southern part of the survey area at NGR SP3208626456, immediately to the north of the track to Glyme Farm, approximately 100m east of the north-east corner of the wooded area east of the allotments. The trackway possibly extended eastward along the line of the track to Glyme Farm to create a crossroads.

Around 26 buildings have been identified, covering an area of about 5.8ha within an overall settlement area of around at least 16ha. The buildings are associated with, and frequently front onto, the trackways and are square or rectangular in plan, formed by a single cell or small number of cells, generally 11m-19m in length and 7m-10m wide. The buildings in the southern part of the site appearing to be larger, 20m-35m in length and 10m-15m wide, possibly indicating a higher status with evidence of burning possibly indicative of hypocausts. One building appears to have curvilinear elements associated with apsidal walling and possibly relates to a bath house. The evaluation trenches undertaken north of the track to Glyme Farm found that the typical survival of the stone buildings was of one upstanding course over the foundation level, although at least one wall was of three courses. There was little evidence of intact floor surfaces but it is possible these exist in the buildings in the

southern part of the site. The lack of ceramic tiles found in the trial trenches suggests that the stone or thatch was the dominant roofing material. Two oven type features were revealed by the evaluation trenches with flues, fuel ash waste and slag recorded but their low number suggests crafts typical of a rural settlement rather than industrial scale activity.

In addition to the rectilinear buildings, three circular structures were identified, one of 9.5m and two of 8m external diameter. There is also an octagonal structure with an external diameter of 8.3m with a possible curved extension on the north-east side and a central oval stone structure. These may relate to shrines or mausolea. An evaluation trench excavated across the octagonal structure confirmed the stone central structure and a late Iron Age or early Romano-British votive miniature axe and fragments of a small sealed vessel were found adding weight to the suggestion that the structure was a temple with an interior altar.

To the east of the settlement just north of the track to Glyme Farm, centred on NGR SP3230126442, the magnetometer survey revealed a group of around 200 pit-like anomalies. These could relate to human burials and indicate a cemetery outside the Romano-British settlement.

A number of enclosure ditches, both rectilinear and curvilinear, likely to relate to small fields or paddocks are evident surrounding the settlement.

North of the settlement, centred on NGR SP3204626758, is a depression in the ground surface that is likely to be a quarry of Roman date providing the material for the stone structures of the settlement. The northern part of the survey area south of London Road and the housing surrounding Parkers Circus, has a number of linear features that are likely to relate to former boundary features consisting of low banks or shallow ditches. As these are overcut by later ridge and furrow, they are likely to relate to Romano-British and/or prehistoric field systems. The magnetometer survey produced little other clear archaeological evidence north of an east-west line from the north side of Tank Farm.

Evidence for a possible Iron Age origin to the settlement consists of several large ring ditches of around 17m outer diameter, consistent with Iron Age round houses, and located on the edges of the Romano-British Settlement. One, truncated by a later, probably Roman, enclosure ditch, is located south of the Glyme Farm Track at NGR SP3214626300. Nearby are at least two other truncated ring ditches. A further two ring ditches are evident on the west side of the settlement, just north of the farm track at around NGR SP3194226832. Other potential pre-Roman features include an oval ring ditch with dimensions of 19m by 16m on the eastern edge of the site at NGR SP3238326897, previously identified by aerial photographs, possibly relating to a Bronze Age barrow. Immediately to the south-east and south-west are two potential similar features.

Selected Sources

Books and journals

Hingley, Richard (Author), *Rural Settlement in Roman Britain*, (1989)
Smith, Alexander (Author), Allen, Martyn (Author), Brindle, Tom (Author), Fulford, Michael (Author), *The Rural Settlement of Roman Britain*, (2016)
Eddershaw, DGT, 'Roman Finds at Glyme Farm, Chipping Norton' in *Oxoniensia*, Vol 37, (1972), 242

Websites

Historic England, *Introductions to Heritage Assets: Prehistoric and Romano-British Settlements with Structures* (October 2018), accessed 18 May 2023 from

<https://historicengland.org.uk/images-books/publications/iha-prehistoric-romano-british-settlements-structures/>

Paul Booth, Roman Oxfordshire (January 2009), accessed 23 May 2023 from

https://www.oxfordarchaeology.com/images/pdfs/Solent_Thames/County_resource_assessments/Roman_Oxon.pdf

Peter Salway, Roman Oxfordshire (1999), accessed 23 May 2023 from

<https://www.oxoniensia.org/volumes/1999/salway.pdf>

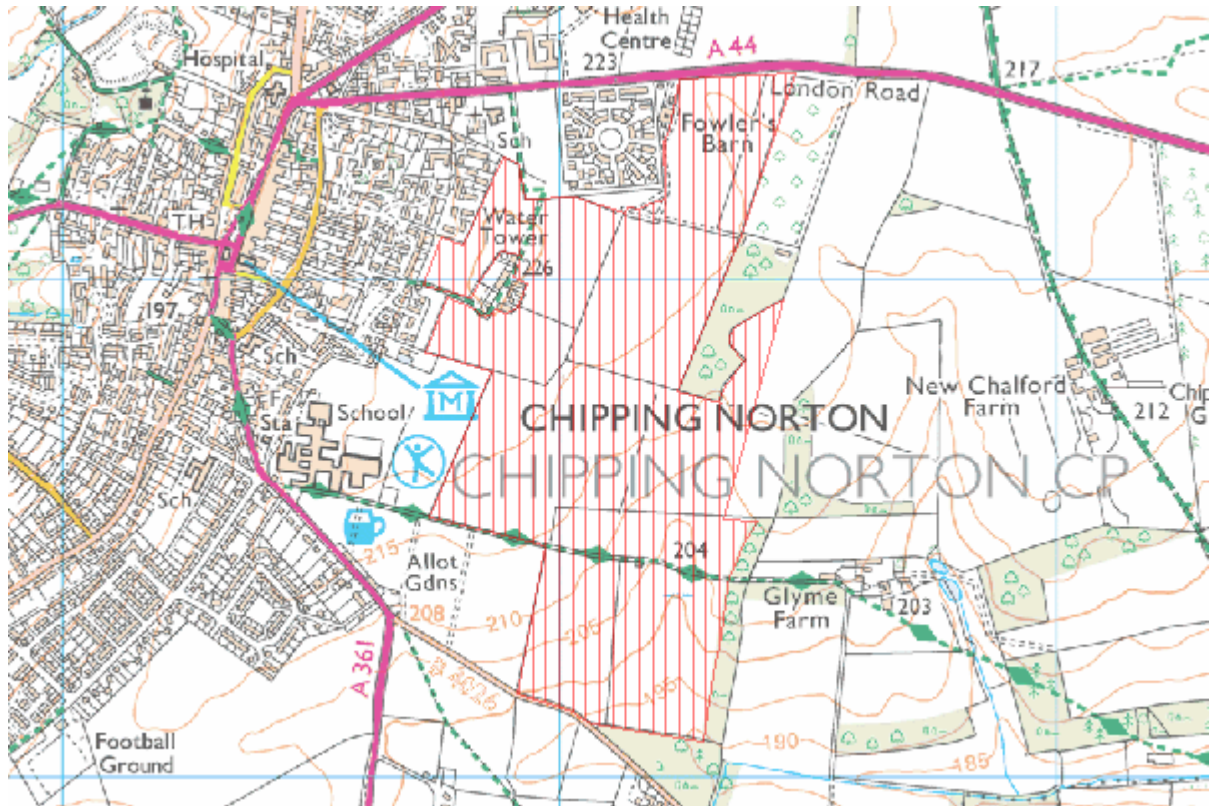
Other

Kerry Donaldson & David Sabin (Archaeological Surveys) - Magnetometer Survey Report: Glyme Farm, Chipping Norton, Oxfordshire (May 2021)

Kerry Donaldson & David Sabin (Archaeological Surveys) - Magnetometer Survey Report: Land South of London Road, Chipping Norton, Oxfordshire - Part 1 (February 2022)

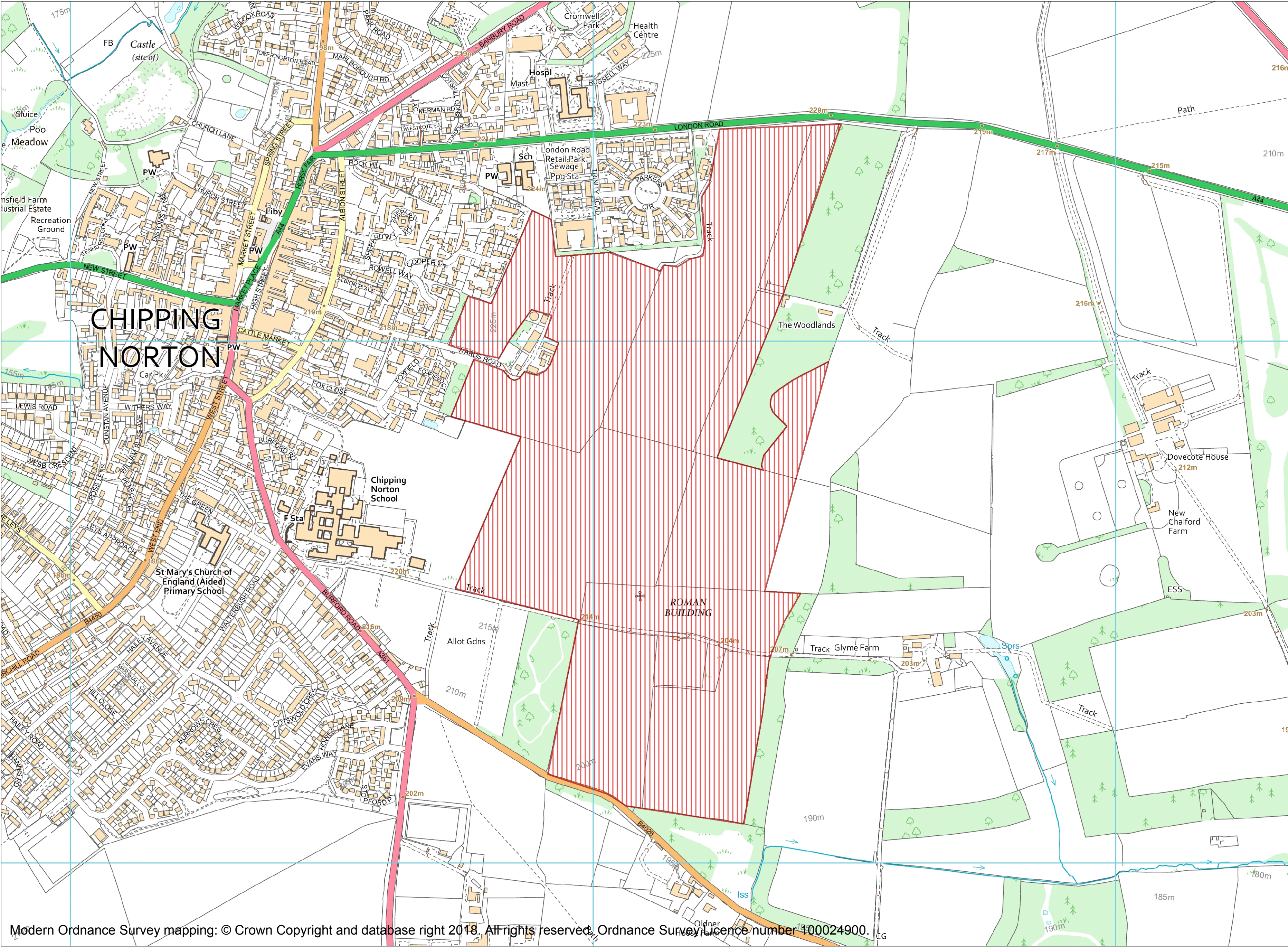
Kerry Donaldson & David Sabin (Archaeological Surveys) - Magnetometer Survey Report: Land South of London Road, Chipping Norton, Oxfordshire - Part 2 (March 2022)

Wessex Archaeology - Archaeological Evaluation: Land South of London Road, Chipping Norton, Oxfordshire (November 2022)

Map**National Grid Reference:** SP3210026625

© Crown Copyright and database right 2015. All rights reserved. Ordnance Survey Licence number 100024900.

The above map is for quick reference purposes only and may not be to scale. For a copy of the full scale map, please see the attached PDF – 1486619_1.pdf.



Modern Ordnance Survey mapping: © Crown Copyright and database right 2018. All rights reserved. Ordnance Survey Licence number 100024900.

Number: 148661_1
Name: Romano-British Settlement and Iron Age remains at Chipping Norton

Heritage Category:
Scheduling

County: Oxfordshire
District: West Oxfordshire
Parish: Chipping Norton

Each official record of a scheduled monument contains a map. New entries on the schedule from 1988 onwards include a digitally created map which forms part of the official record. For entries created in the years up to and including 1987 a hand-drawn map forms part of the official record. The map here has been translated from the official map and that process may have introduced inaccuracies. Copies of maps that form part of the official record can be obtained from Historic England.

This map was delivered electronically and when printed may not be to scale and may be subject to distortions. All maps and grid references are for identification purposes only and must be read in conjunction with other information in the record.

List Entry NGR: SP3210026625
Map Scale: 1:5000
Print Date: 24 May 2023

This is an A2 sized map and should be printed full size at A2 with no page scaling set.

Item 10: Worcester Road Cemetery Report, May 2023

Completed works to note:

- “Dogs on short lead” signs ordered for the cemetery gates, and “No dogs” sign ordered for Section 8 (Muslim and Multi-Faith section).
- Section 8 mown and strimmed after a request was received from a family member. This section will be regularly mown going forward.
- The Wildflower meadow, planted in Oct 2022, has taken very well and will be strimmed once the flowers die off in late summer/early autumn.

Ongoing and Future works

- Pest control, ongoing. A resident has been feeding animals in the cemetery, leading to an increase in pests and rodents. We will be putting up signs to discourage feeding of animals in the cemetery and sending a letter directly to the resident to request a friendly chat about this. We also have an ongoing programme of pest control and maintenance at the cemetery which we will be continuing in the summer months.
- Memorial safety testing, ongoing. Memsafe is due to re-test the Amber marked memorials in August 2023.
- The memorial plaque for Cllr Rachel Foakes has been ordered, and the flowering cherry blossom tree will be planted once this arrives and has been installed.
- The Cemeteries Manager will be completing the Institute of Cemetery and Crematorium Management (ICCM) Cemetery Management & Compliance Training Course – June 6-7th 2023.

Agenda item 11 – Bike Repair Stations

The bike repair stations are now installed – one outside Nash's Bakery, and the other outside Chipping Norton Leisure Centre.

These have been received really positively.

The grounds maintenance operative will add these to the weekly inspection list. Both repair stations are covered by CCTV and have not been tampered with so far.

The door is magnetic and needs a tug to open it. The tools, pump and station seem to be robust and well engineered.



Agenda item 13 – Pool Meadow

Update from Beaumont Rivers (30th May 2023):

Now we have the survey work completed, work can continue at pace - the survey supplier held us up for quite a while.

We now have:

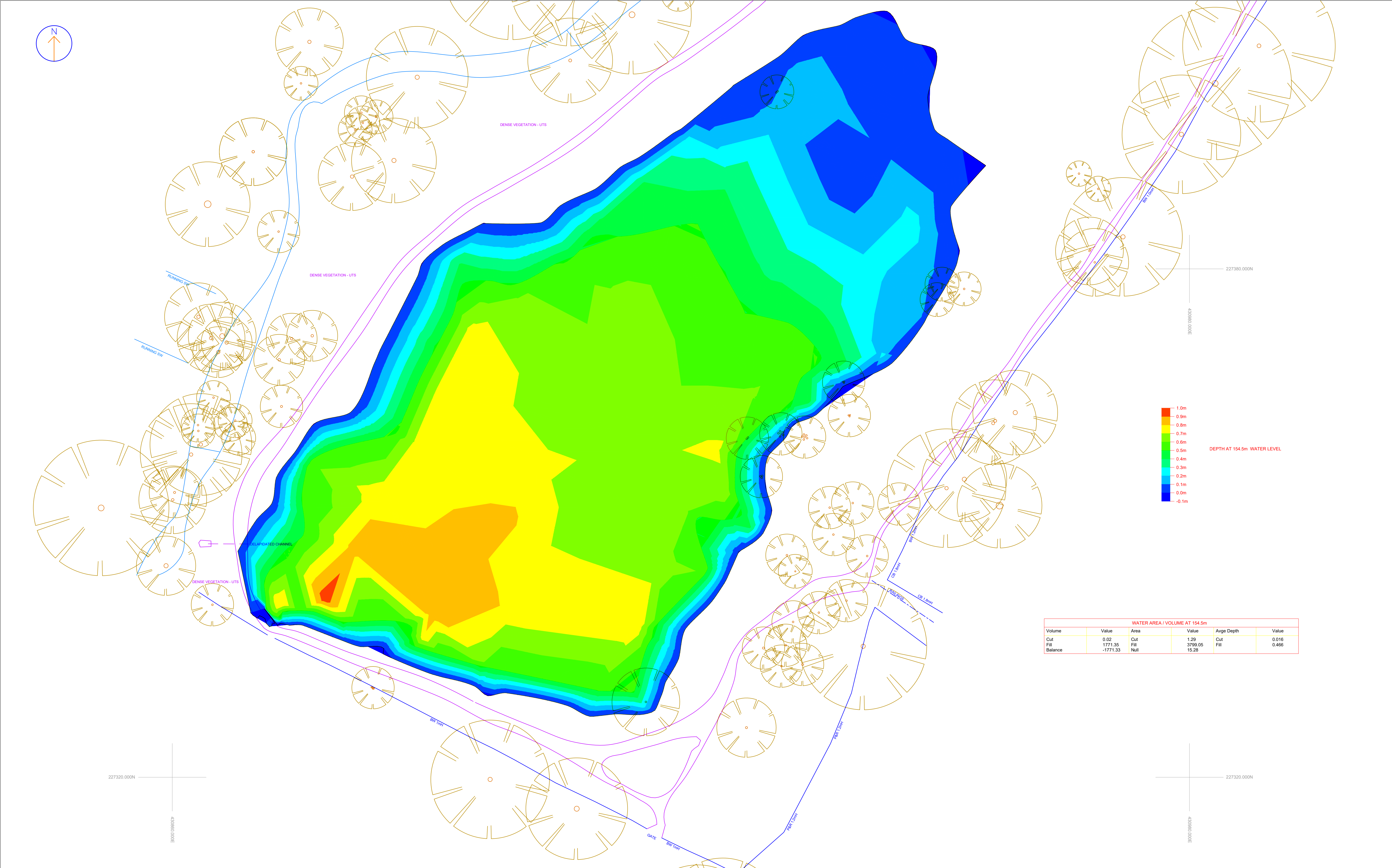
- Archaeological Report
- Ecological Report
- Topographical survey, plus cross sections, long sections and an E6 control point installed on site for construction (an E6 is basically a survey nail with its very precise location recorded so that we can use it to level in the works and make sure everything is where we want it to be).
- Interim report

With the survey data, we now have an outline design, the drawings for which are being drawn up this week, and the interim report is being expanded into the final version, complete with findings from archaeology/ecology/survey works. I'm expecting to deliver that within the next fortnight.

That will then go to Historic England for Scheduled Monument Consent. While that's in progress, we want to develop the detailed design in accordance with the requirements for the next phases and for construction. Once we have that, we'll progress Land Drainage Consent, Environment Agency consents and Planning Permission. The timeline on this is a little unspecific as we can only apply for the next consent after the previous one has been accepted. But because we'll have all the details ready to go, this can be the same day,

I have attached the mapping of the ponded area; the 2-3 darkest blues and the nearby land will be lovely wetland marginal habitat, which progresses into pond. there will be a flow pathway through the meadow, and the dry land will be lovely wildflower meadow. I've been talking to FarmED about supplying the specialist seed mixes (for dry and wetland bits).

This report is to note.



| WATER AREA / VOLUME AT 154.5m | | | | | |
|-------------------------------|----------|------|---------|-----------|-------|
| Volume | Value | Area | Value | Avg Depth | Value |
| Cut | 0.02 | Cut | 1.29 | Cut | 0.016 |
| Fill | 1771.35 | Fill | 3799.05 | Fill | 0.466 |
| Balance | -1771.33 | Null | 15.28 | | |

PROPOSED LAKE AREA - CALCULATIONS

Pool Meadow, Chipping Norton

| | | |
|-----------------|---------|--------------------|
| Client | Date | Drawing Number |
| Beaumont Rivers | 04.2023 | OGL_23018_VC_Rev01 |

A1 Sheet - 1:200

Legend

Contours 0.5m Intervals

Walls

Footpath

Top of Banks

Water Line / Bottom of Banks

Fence Lines

Grid Lines (OS)

Key

Gate

Ground Level (AOD)

Stream Bed Levels

Tree Canopy

Tree Bole

Bank Symbol

Abbreviations

AOD

OS

IC

CL

DIA

SCF

SW

SPL

CB

CHLK

BW

P&R

VEG

UTS

Above Ordnance Datum

Ordnance Survey

Inspection Cover

Cover Level

Diameter

Soffit

Surface Water

Spread (Diameter)

Closed Board Fence

Chainlink Fence

Barbed Wire

Post and Rail

Vegetation

Unable to Survey

0 1 2 3 4 5 6 7 8 9 10

At Scale 1:100

At Scale 1:100

oxfordgeospatial

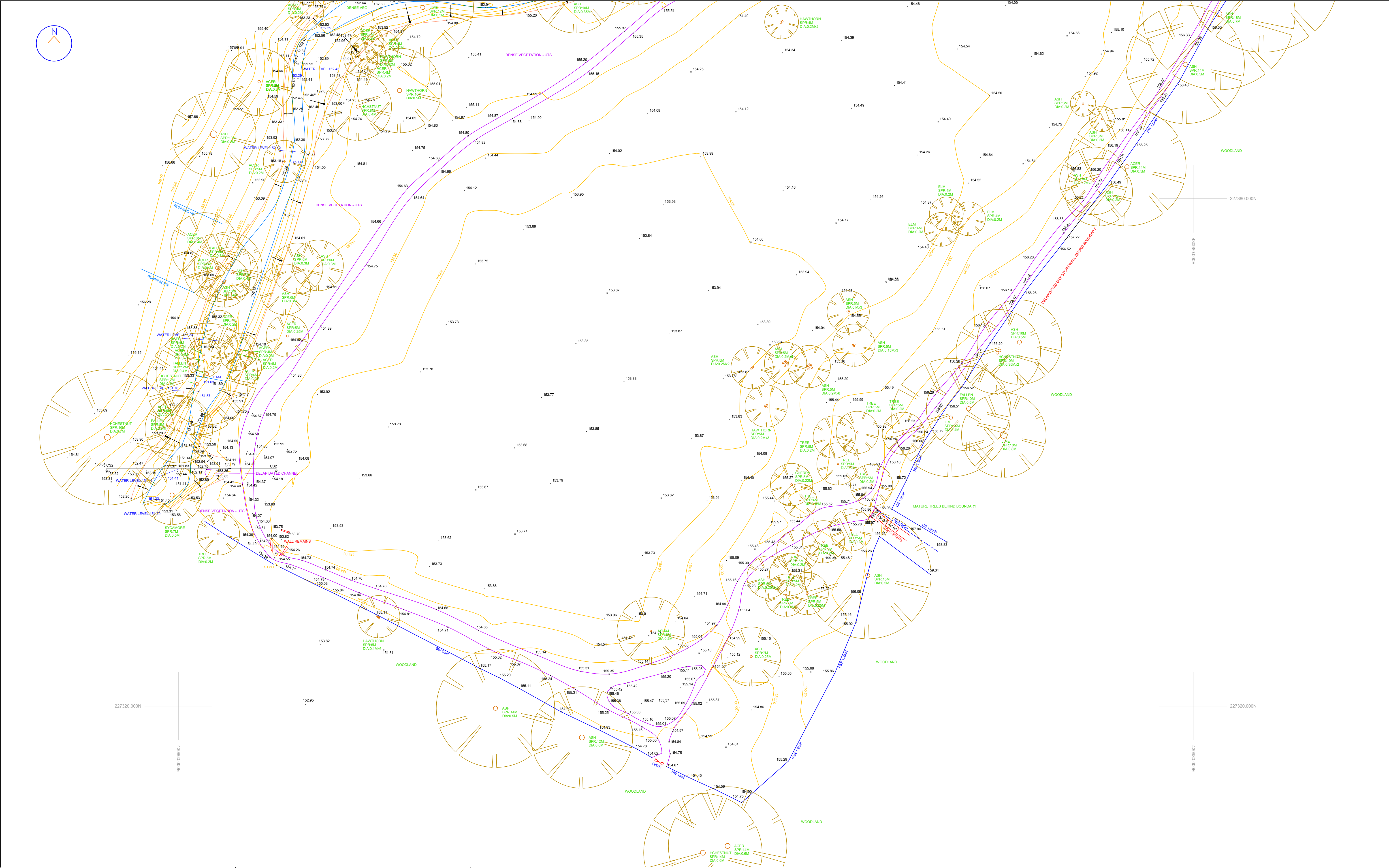
Unit 6, Wards Farm Industrial Estate

Woodcote, Reading RG8 0RB

01491 877871

mail@oxfordgeospatial.com

oxfordgeospatial.com



TOPOGRAPHICAL SURVEY

Pool Meadow, Chipping Norton

| Client | Date | Drawing Number |
|-----------------|---------|-------------------------------------|
| Beaumont Rivers | 03.2023 | OGL_23018_Topo_Rev01 - Sheet 1 of 2 |

A1 Sheet - 1:200

Legend

Contours 0.5m Intervals

Walls

Footpath

Top of Banks

Water Line / Bottom of Banks

Fence Lines

Grid Lines (OS)

Gate

Ground Level (AOD)

Stream Bed Levels

Tree Canopy

Tree Bole

Bank Symbol

Key

Gate

Ground Level (AOD)

Stream Bed Levels

Tree Canopy

Tree Bole

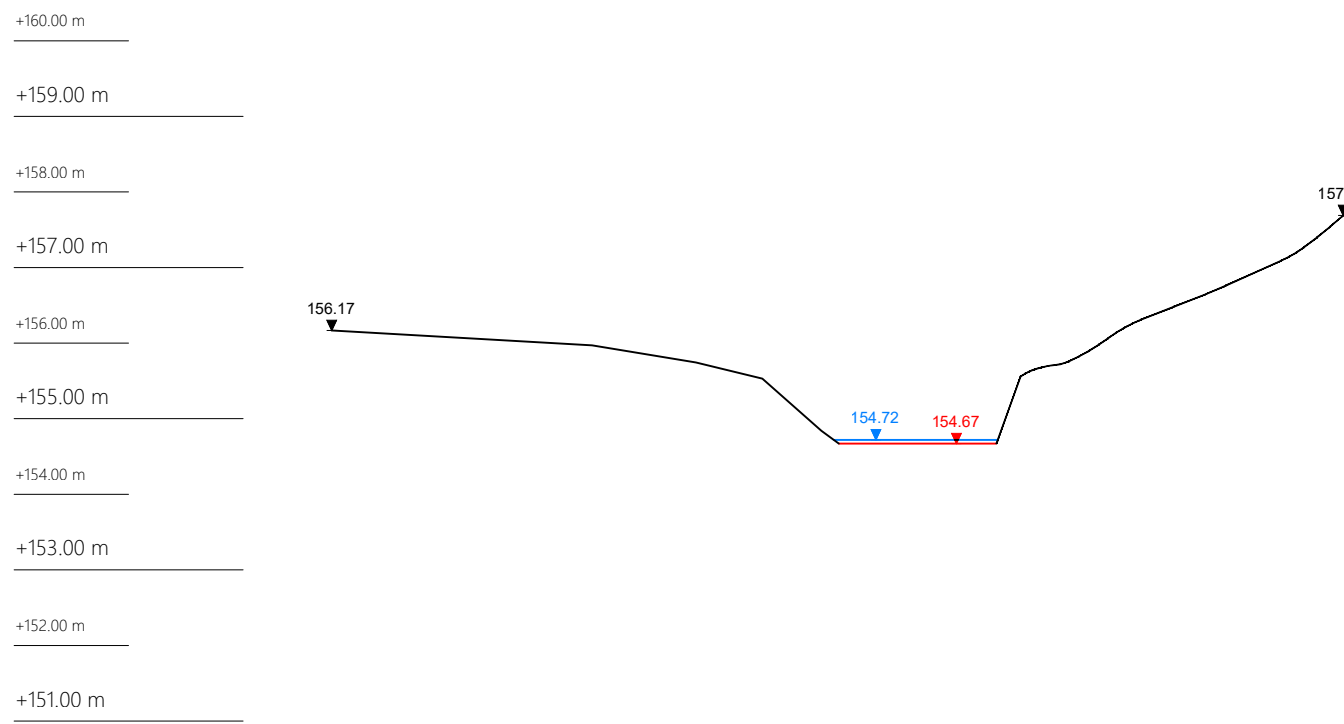
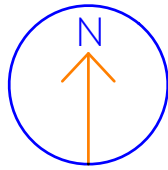
Bank Symbol

Abbreviations

| | |
|------|----------------------|
| AOD | Above Ordnance Datum |
| OS | Ordnance Survey |
| IC | Inspection Cover |
| CL | Cover Level |
| DIA | Diameter |
| SOF | Soffit |
| SW | Surface Water |
| SPR | Spread (Diameter) |
| CB | Closed Board Fence |
| CHLK | Chainlink Fence |
| BW | Barbed Wire |
| PRR | Post and Rail |
| VEG | Vegetation |
| UTS | Unable to Survey |

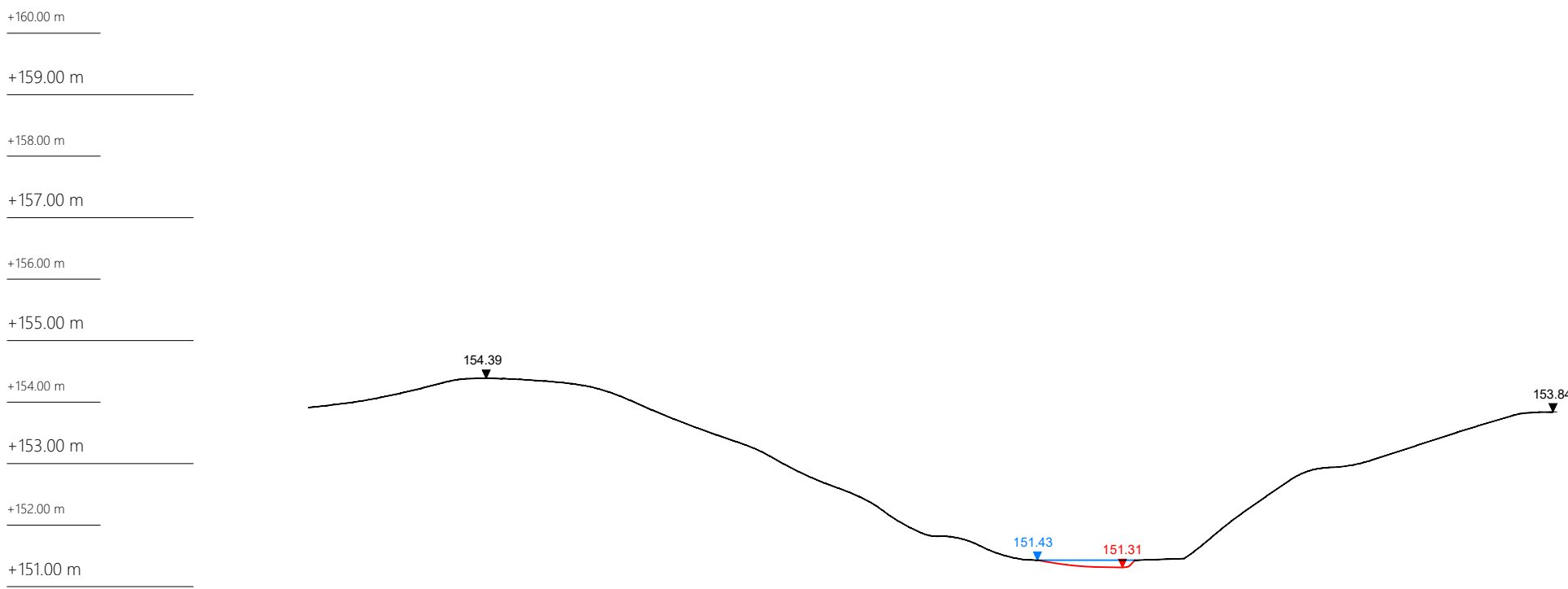
oxfordgeospatial

Unit 6, Wards Farm Industrial Estate
Woodcote, Reading RG8 0RB
01491 877871
mail@oxfordgeospatial.com
oxfordgeospatial.com



DATUM 150.00m

CROSS SECTION 1



DATUM 150.00m

CROSS SECTION 1

Item 14A: Planning Applications

1. **APPLICATION NO:** [23/00966/HHD](#)

PROPOSAL: Proposed alterations including second floor flat roof dormer window (previously approved [22/03513/HHD](#))

LOCATION: 11 The Leys, Chipping Norton, Oxfordshire

2. **APPLICATION:** [23/01149/LBC](#)

PROPOSAL: External and internal alterations to carry out repair works to open up the external ramp and repair the wall below ground level together with refurbishment and changes to the layout of the ladies WC.

LOCATION: Town Hall, Market Place, Chipping Norton, Oxfordshire

*As this building is owned by Chipping Norton Town Council, we sought further guidance from WODC Planning who said, "This is the default situation whereby we are statutorily required to consult Parish Councils on all applications in their respective area. I would assume they would either not comment or have no objection."

12 May 2023

Delivered by email

Ms Joan Desmond
Planning Department
West Oxfordshire District Council
Elmfield
New Yatt Road
Witney
OX28 1PB

Dear Joan

23/00536/OUT - LAND SOUTH OF BANBURY ROAD, CHIPPING NORTON – RESPONSE TO APPLICATION COMMENTS

Further to discussions during our recent meeting on the 9th May 2023 and following receipt of a number of statutory consultee responses during the application determination period to date, we write to set out our response to the comments received in relation to the application and to summarise our case. Please note, this submission responds to consultee comments received to date, and a further submission will be issued once the remaining consultee responses have been received and considered.

We have addressed each consultee response, in turn below, to assist your considerations and to assist in the determination of this application.

SPORT ENGLAND

Following receipt and consideration of the Ball Strike Assessment (prepared by Labosport), we note that Sport England have registered no objection to the proposed development as detailed in their response dated 4th April 2023.

CHIPPING NORTON TOWN COUNCIL

We note that the Town Council have listed an objection in their response (dated 4th April 2023), requesting the need for a strategic development plan for the entirety of the land in Rainier's control. Rainier is promoting the wider site (including the application land) through the emerging Local Plan 2041; however, we consider that the application site is appropriate to come forward as a standalone development, particularly when considering the site in the context of the emerging Chipping Norton Strategic Development Area to the south west of the application site. Rainier will continue to promote its wider land interests through the Local Plan Review, and this will pay due regard to the proposals contained in the current planning application, which themselves have been developed recognising the wider land control.

The Pinnacle
20 Tudor Road
Reading
RG1 1NH

T 0118 902 2830 turley.co.uk

The Town Council's response continues to acknowledge the need for pedestrian and cycling infrastructure, linking the development to the town centre and the SDA. Detailed design matters in relation to layout will be considered at reserved matters stage, however the applicant is aware of the SDA and the importance of sustainable connectivity to and from the town centre. A separate note setting out the sustainability of the location for development accompanies this submission prepared by Jubb.

We note the Town Council's reference to potential Section 106 requests and the applicant is willing to engage with West Oxfordshire District Council to discuss contributions required as part of the determination process.

OXFORDSHIRE COUNTY COUNCIL ('OCC')

Oxfordshire County Council provided comments on the 5th May 2023 which consider a number of matters in turn, we have provided responses to these below.

Highways

In regard to highways matters, the response advises that OCC does not object to the application subject to requested Section 106 contributions, entry into a Section 278 and planning conditions. The applicant is agreeable to the suggested planning conditions as listed in the response.

The response provides commentary in regard to the site layout; however, it is recognised in the response that these comments can be addressed at reserved matters stage.

OCC is seeking contributions in relation to the travel plan and public transport. The applicant will engage with the Council regarding all contributions sought once they have all be received and considered in detail.

With regards to the comments provided regarding sustainable transport connectivity, and conscious of our discussion at the meeting on 9th May, we note that OCC does not object to the application on the basis of the sustainable transport connections which are currently, or will be made, available. Notwithstanding this and recognising the concerns that you expressed during our meeting, this issue is addressed in further details in the Technical Note from Jubb which accompanies this letter. In summary, the proposed access strategy includes appropriate measures to ensure that opportunities for use of sustainable transport for travel to day-to-day facilities are maximised. These include active travel connections to existing infrastructure (facilitated by new crossing provision, where appropriate) and provision of new bus stops along the site frontage, which will safeguard for potential future routeing of services. This will be further promoted through the internal road layout and parking provision (to be agreed at reserved matters stage) and through measures included as part of the Travel Plan.

Lead Local Flood Authority ('LLFA')

The LLFA has listed an objection and a request for a phasing plan, however it is proposed that the development will be delivered in a single phase and will therefore not require a phasing plan. This has been confirmed direct to the LLFA and an updated response has been requested, however we consider that the objection falls away on the basis that the development will come forward in a single phase.

Education

We note the response states no objection subject to requested Section 106 contributions, as previously stated the applicant will enter into discussions with officers regarding all Section 106 requests once the complete package of requests is known.

Archaeology

Comments from the County Archaeological Officer were received on the 29th March 2023 requesting that an archaeological evaluation is undertaken. The officer noted that geophysical survey has been undertaken on the site

which did record a small number of possible archaeological features on the site. The officer requested that an archaeological evaluation is undertaken.

The applicant has instructed the archaeological evaluation to be undertaken based on the brief provided by the Council and a WSI has been issued to the officer for his approval prior to the work starting. The findings will be formally issued to the officer for consideration as soon as the information is readily available.

Waste Management

The response requests Section 106 contributions which will be considered once all requests have been received.

BIODIVERSITY

The Council's biodiversity officer issued their comments on the 2nd May 2023, which found the application proposals acceptable subject to conditions. The applicant is agreeable to these conditions.

AIR QUALITY – ERS SERVICES

The Council's ERS officer provided their response on the 3rd April 2023, which detailed an objection and request for updates to the air quality assessment.

Table 1 below sets out the detailed responses to the officer's comments. The submitted air quality report has been updated in response to a number of the comments detailed in **Table 1** below and amended report has been submitted as part of this formal response.

Table 1: Responses to ERS officer comments

| Category | No. | Consultation Comment | Response |
|------------------------|-----|--|--|
| General | 1 | The assessment is not cumulative and does not consider the impact of the East Chipping Norton Strategic Development Area (ECNSDA). The AQA will need to be re-submitted showing the predicted cumulative effects of the proposed development and the ECNSDA. | We do not have forecasts for the neighbouring allocation. No application has yet to be submitted for this. The allocation includes a new link road, which would affect traffic patterns in the area - substantial traffic modelling would be required to support any assessment, which we wouldn't consider reasonable / proportionate to the scale of development proposed on the site. Growth associated with the neighbouring allocation has been reasonably accounted for in the growth forecasts in TEMPro included in our future year scenarios. |
| | 2 | Provision of electric vehicle charging points on each property would be welcomed to encourage the uptake of electric / hybrid vehicles. | This would be set out / agreed at the reserved matters stage. |
| Air Quality Assessment | 3 | Table 1 From the table 54 cars will be travelling into Chipping Norton and no further. This will put additional | The comment regarding parking is a matter for the LHA. Notwithstanding this, the value quoted in the consultation response is not correct. 209 vehicles will route west of the site access (towards the |

| | | | |
|----------------------|---|--|---|
| | | pressure on the small number of parking spaces within the town. | <p>town centre) and will disperse to the network entry / exit points as follows:</p> <ul style="list-style-type: none"> ▪ A44, east of Albion Road: 39 vehicles. ▪ B4026, north of Banbury Road / A44: 4 vehicles. ▪ A44, west of A361: 70 vehicles. ▪ B4450, south of A361: 20 vehicles. ▪ A361, south of 62 vehicles. <p>The remaining 14 vehicles will disperse at locations within the town centre network, which is considered negligible in terms of increase in demand on local parking supply.</p> |
| | 4 | Section 3.5 An AQA assessing the effects of the construction phase is required. This section also states it is unknown if there will be a centralised combustion plant, whereas Section 2.9 states there won't be. | <p>Whilst an assessment of construction phase could be undertaken, this is not normally required for a development of this scale / is not proportionate to the size of development. Furthermore, any effects of construction would be reasonably managed through the Construction Traffic Management Plan (CTMP) or similar document. This could include routeing of larger vehicles from the A3400 to the northeast rather than through the AQMA. Effects of traffic associated with construction staff routeing via the AQMA would be within levels assessed for operational period.</p> <p>The comment at Section 3.5 re use of centralised combustion plant being unknown is a typo. There is no centralised plant.</p> |
| | 5 | Section 4.4 - Presumably this statement applies the development and its immediate area, NOT Chipping Norton itself? | Yes, statement applies to development and immediate area. |
| | 6 | Section 4.8 - Should the reference to Table 7 actually be Table 3? | Yes, this is a typo and should refer to Table 3. |
| Air Quality Baseline | 7 | D4.5 FYI the continuous monitor was removed around 2018. The enclosure was removed in 2021. | Noted. No further comment. |

| | | | |
|---|----|--|--|
| | 8 | D4.12 Please clarify which WODC monitoring locations correspond to E12 and E34. | E12 – outside No. 6 Horsefair. E34 – side façade of the Blue Boar along Horsefair which is very close to the road, opposite No. 31 Horsefair. |
| | 9 | Table 3 E34 has a predicted value of 62.1 ug/m3. This is much higher than any measured value. However, Table 3 in Section E6.25 presents modelled and measured values (for 2019?), and indicates the modelled values were all lower than the measured. Further information is required with regards to the location of the model receptor locations and the WODC monitoring locations, particularly in the town centre, and an explanation as to why in the verification the modelled values do not appear to reflect those provided Air Quality Baseline section. | Further figure is included in the report. |
| | 10 | Figure 4 Please supply a close up of the town centre model receptor locations, which should include the WODC monitoring locations for comparison. | Further figure is included in the report. |
| Air Quality Dispersion Modelling Approach | 11 | E6.2 Will traffic through Chipping Norton follow the rural traffic profile, bearing in mind, the A44 primary route runs through the centre, and the town itself is a tourist destination? The declared AQMA further supports the area is unlikely to fit the rural profile. Can this be justified / verified using existing traffic data? | Whilst a sensitivity test could be undertaken, it is considered this would not affect the outcome of the assessment and therefore is not required. |
| | 12 | E6.3 With regards to speed data, was there any monitored data available from Jubb or Oxfordshire County Council, which would probably be more accurate than Google traffic? | We do not have access to any other traffic speed data. The approach taken is considered suitable and appropriate. |

CONTAMINATED LAND – ERS SERVICES

A consultee response from ERS in relation to contamination was received on the 3rd April 2023. The response does not object to the application and sets out 2 conditions recommended to be included as part of any decision notice issued which the applicant is agreeable to.

The response queries whether the potential use of herbicides and pesticides will be investigated in the next phase of work. The applicant's response to this question is as follows:

"Pesticides are developed to function with reasonable certainty and minimal risk to human health and the environment, hence why it is used in food production with more of a risk being from residues found on food than from the ground itself. We therefore consider the risk from pesticide / herbicide on human health to the end user on this site to be considered negligible, with the main risk from pesticides being from occupational exposure. Its effect on the environment is not an easy or accurate process due to a number of reasons (type, mixtures used, meteorological, soils), however many pesticides are soluble in water and any historical use of pesticides would have washed through the soils after significant rainfalls thus removing any residual risk."

On the basis of the above, it is considered there is no objection to the application in regard to contaminated land.

POLLUTION – ERS SERVICES

We note the response from ERS pollution (dated 28th March), which does not provide any commentary. It is therefore assumed there is no objection to the development in relation to pollution.

NATURAL ENGLAND

A response from Natural England was received on the 22nd March 2023 and confirms that Natural England have no objection to the application, stating *"Based on the plans submitted, Natural England considers that the proposed development will not have significant adverse impacts on statutorily protected nature conservation sites."*

OXFORD CLINICAL COMMISSIONING GROUP ('OCCG')

The response from OCCG was received on the 6th April 2023 and provided requested Section 106 contribution figure of £77,760.00 on the basis of 216 new residents on the site (2.4 x 90 dwellings).

The applicant will engage with West Oxfordshire District Council to understand the required Section 106 contributions once all requests have been received and reviewed accordingly.

THAMES VALLEY POLICE

Thames Valley Police issued a holding objection on the 31st March 2023. The reasons for the objection include the following:

- Plans indicate large amounts of rear courtyard parking, undermining the security of the residential blocks and leaving dwellings vulnerable to high impact crime such as burglary.
- One block contains excessively permeable rear parking with more than one point of vehicular access, significantly increasing the risk of crime and ASB.
- The proposed "Teenage shelter" is located in an isolated area away from the development lacking surveillance, leaving it vulnerable to be used for crime and ASB. Any such proposal must be located where it is well overlooked by surveillance from residential dwellings to reduce opportunities for crime and ASB to occur.

During the meeting held on the 9th May 2023, we agreed that these matters can be addressed at the reserved matters stage and that the parameter plan allows sufficient flexibility for these to be addressed.

THAMES WATER

Waste Water

It is noted that comments in relation to waste water were received on the 22nd March 2023 and advised that *“Thames Water are satisfied that the report has considered the Water and sewerage needs of the development as set out in The EIA Regulations 2017 Schedule 4”*

Further comments were received in relation to waste water on the 11th April 2023 which requests the following condition to be included:

“No development shall be occupied until confirmation has been provided that either:- 1. Foul water Capacity exists off site to serve the development, or 2. A development and infrastructure phasing plan has been agreed with the Local Authority in consultation with Thames Water. Where a development and infrastructure phasing plan is agreed, no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan, or 3. All Foul water network upgrades required to accommodate the additional flows from the development have been completed.”

Surface Water

The response also confirms that Thames Water have no objection in relation to surface water but note that approval should be sought from the Lead Local Flood Authority.

Water

The response requests the following condition is included as part of any decision notice:

“No development shall be occupied until confirmation has been provided that either:- all water network upgrades required to accommodate the additional demand to serve the development have been completed; or - a development and infrastructure phasing plan has been agreed with Thames Water to allow development to be occupied. Where a development and infrastructure phasing plan is agreed no occupation shall take place other than in accordance with the agreed development and infrastructure phasing plan.”

Additional Comments

Thames Water also advise in their response that that a drainage strategy should contain the points of connection to the public sewerage system as well as the anticipated flows (including flow calculation method) into the proposed connection points. It should be noted that this information is included within the flood risk assessment submitted as part of the planning application. Notwithstanding this, the applicant has completed a form issued by Thames Water which has subsequently provided them with the requested information.

The applicant is agreeable to inclusion of the suggested conditions as set out above, and it is therefore understood that there is no objection to the application in relation to water, waste water and surface water.

ENVIRONMENTAL HEALTH

A consultee response from the WODC Environmental Health officer was received on 23rd March 2023 and confirms that there is no objection to the application.

SUMMARY

During the meeting held on the 9th May 2023, the applicant agreed to an extension of time until the **27th June 2023** in order to allow adequate time to respond to all consultee comments where required.

On the basis of the above, it is considered that the responses provided within this letter appropriately address consultee comments where required. We understand there are outstanding consultee comments due to be received, but we trust that the information as set out above provides clear responses to the comments received so far. However, if you do have any questions please let me know.

Yours sincerely



Emily Rickard
Planner

emily.rickard@turley.co.uk