



# CHIPPING NORTON TOWN COUNCIL

## THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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### Minutes of a meeting of the **Traffic Advisory Sub-Committee**, held via Zoom on the **28<sup>th</sup> September 2023 at 6:30pm**

PRESENT: Cllrs Mark Walker (Chair), Sandra Coleman, Alex Keyser, Mike Rowe, Steve Akers, Tom Festa (Substituting)

#### ALSO PRESENT:

Luci Ashbourne, Town Clerk and CEO

Cllr Geoff Saul, Oxfordshire County Council (OCC)

Mike Wasley, OCC Officer

Natalie Moore, OCC Officer

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| <b>TAC17</b> | <b>Apologies for Absence</b><br>Apologies were received from Cllr Jo Graves, WODC Officer Maria Wheatley and Transition Chipping Norton Rep Marcus Simmons. Marcus Simmons has confirmed resignation of membership from the committee.                                                                                                                                                                                                                  |
| <b>TAC18</b> | <b>Declaration of Interests</b><br>None received.                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>TAC19</b> | <b>Minutes</b><br>a. Members received the minutes of the meeting held on 29 <sup>th</sup> June 2023.<br><br><b>RESOLVED:</b> That pending corrections of names the minutes from the Sub-Committee meeting held on the 29 <sup>th</sup> June 2023 are an accurate record of the meeting and that the Chair signs them at the earliest convenience.<br><br>b. Members noted the minutes of the Cycling Action Group held on 21 <sup>st</sup> August 2023. |
| <b>TAC20</b> | <b>Declaration of Interests</b><br>None received.                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>TAC21</b> | <b>Public Participation</b><br>There was none.                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>TAC22</b> | <b>County Officer's Report</b><br>Members noted the highways officers report. All planned lining work is complete or will be completed over the coming days.                                                                                                                                                                                                                                                                                            |

Natalie Moore explained that as transport planner for the locality her roles is to help plan transport for the town and develop the Local Cycling, Walking and infrastructure Plan (LCWIP)

Cllr Steve Akers asked whether white lining has been completed at the A361 junction of West Street to the A44, and the Churchill Road lining. OCC Officer Mike Wasley confirmed both of these would be completed imminently.

Cllr Sandra Coleman asked about road diversion signs and why they sometimes mention particular businesses being open. Cllr Geoff Saul confirmed that this was being the business in question specifically asked for the sign.

Cllr Mark Walker asked if there are any updates on the proposed roundabout and crossing on the New Street / High Street / West Street Junction. OCC Officer Natalie Moore confirmed that the cost of temporary infrastructure would be similar to a permanent installation.

Work to finalise the brief is nearly complete. Additional funding could not be secured (to add to the funding already set aside) to include feasibility work at the same time. Therefore, the plan is to commission a consultant to complete a thorough optioneering study which will be drafted and informally consulted upon, ready for the new financial year when feasibility and design of a preferred option(s) can be funded and taken forward. OCC officers discussed the potential for a temporary crossing to be put in place and agreed that this would require significant funding and a safety plan before any action can be taken.

Members and Officers discussed the need for the funding for this junction to be in the next OCC budget.

Cllr Tom Festa asked if there is a timeline on the funding for the optioneering to be delivered. Natalie Moore confirmed that this will be commissioned by end of October, with a view that a draft should be available by December.

Natalie Moore updated members on the following items:

**Local Cycling and Walking Infrastructure Plan (LCWIP)**

Following previous work and priorities agreed by the working group, officers have been developing the Route Selection Tool and Walking Route Assessment Tool to confirm which routes and schemes to formally audit within Chipping Norton.

Audits for the Chipping LCWIP will begin shortly with the aim for them to be completed by the end of October 2023. It is envisioned that the audits will be completed by members of Working Group and an OCC engineer. Before any audits occur, officers will be in touch with

members of the LCWIP Working Group to confirm availability of Working Group members.

Additionally, a meeting to discuss programme for the rest of the development of the plan is required – officers will be in touch with the Working Group early next week to set a date for the meeting.

The Chair asked that timelines are shared with the working group in order to help manage expectations - Natalie Moore confirmed that this will be built into the process.

#### **A44 Corridor Study**

The A44 Corridor Report has been concluded. Officers will brief local Members, Portfolio Holders and stakeholders. These sessions will include discussion about the priority schemes, and consideration of any action plans and detailed work required for those leading measures. The study will then be signed off and it is planned that they will eventually be incorporated into the district wide area travel plan for adoption.

The Chair asked when a draft might be available. Natalie will confirm. The Chair also asked if the report will include the impact on Woodstock. Natalie confirmed it will start at Peartree Roundabout all the way through to Chipping Norton.

Cllr Akers asked the Town Council will be included in the briefing about this. Natalie confirmed she will find out who is on the list.

#### **Freight and Logistics Strategy**

The Freight and Logistics Strategy provides more detail about the challenges associated with the movement of goods in the county, key principles and actions. Work is ongoing to progress the actions in the strategy.

The first action completed was a countywide area weight restriction study. The consultants, Atkins, conducted this work and the outputs have been published. An all-member briefing was held on 6<sup>th</sup> September to provide an update on the work and next steps. Following the study an overarching process for how HGV issues are reported, assessed and progressed has been developed. More detailed HGV studies are also planned in Henley-on-Thames and the Windrush Valley. This will include Chipping Norton.

The Henley-on-Thames and Windrush Valley HGV studies will improve understanding of local HGV issues and collect granular local data, particularly HGV origin-destination data, to understand local HGV movements. Next steps will include establishing local stakeholder

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|              | <p>steering groups to inform the studies and developing a business case for the funding required.</p> <p>Cllrs Mike Rowe and Sandra Coleman left the meeting at 7:15pm.</p> <p>Natalie Moore noted that she had received some questions from members about specific items which she will follow up on via email.</p>                                                                                                                                                                                                                                                                                                                                  |
| <b>TAC23</b> | <p><b>District Officer's Report</b><br/>None received.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>TAC24</b> | <p><b>Update from Cllr Saul on OCC Highways matters including the HGV working group</b><br/>Members received a verbal progress report from Cllr Geoff Saul. Cllr Geoff Saul noted that he is pleased that Chipping Norton will be a priority in the Freight and Logistics Strategy. This should be a broad and solution focused project. Natalie Moore confirmed that there are a wide range of potential measures for the A44 that are being investigated.</p> <p>The Chair noted that an air quality report has been published that notes that HGV's are having much less of an impact than diesel cars and vans and that this was interesting.</p> |
| <b>TAC25</b> | <p><b>Cycling</b><br/>Members received an update on cycling related matters: Cllr Tom Festa noted the priorities for the next Cycling Action group – this will be signage to remind drivers about clearance needed, plus white lines put onto the road surface to remind drivers that it is a shared road surface. Also sign to welcome people to a "cycling and walking friendly town"</p> <p>Natalie Moore and Cllr Tom Festa will meet in Chipping Norton to discuss cycling related matters that can be incorporated into the LCWIP.</p>                                                                                                          |
| <b>TAC26</b> | <p><b>Pedestrian and Road Safety</b><br/>Members received a verbal update on pedestrian and road safety related matters. The Town Clerk raised the traffic accident on Churchill Road and how upsetting this had been for the resident who put the initial speed indicator device request in. The grant application for County Councillor Priority Funding has been submitted and is awaiting approval before the device can be ordered. The Town Clerk and Cllr Geoff Saul will continue to chase this.</p>                                                                                                                                          |
| <b>TAC27</b> | <p><b>LCWIP</b><br/>This was discussed under agenda item 5 (TAC22)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

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| <b>TAC28</b> | <p><b>Living Air Moss Filter</b></p> <p>Members discussed potential and costs for installation of a living moss air filter in Chipping Norton to help increase air quality. Cllr Tom Festa introduced this. These living air moss filters are used widely in Germany and are starting to be introduced in the UK. They are as effective as 20 trees. The air is taken up to knee height, pulled through the filter and comes out cleaner. Hereford have fitted one and it has being received well.</p> <p>Cllr Steve Akers proposed that the sub-committee support this idea and take this forward. Members agreed that this is a fantastic idea and agreed to put together a solid proposal to be taken to Full Council. Cllrs Mark Walker and Tom Festa will visit potential locations and report back.</p> |
| <b>TAC29</b> | <p><b>Correspondence</b></p> <p>None received</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>TAC30</b> | <p><b>Date of the next meeting</b></p> <p>Thursday 25th January 2024, 2pm in The Council Chamber</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

The Chair closed the meeting at 7:45pm

Signed as an accurate record.....

Date.....