



CHIPPING NORTON TOWN COUNCIL

TOWN HALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NA

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon/Weds/Fri, 9am-5pm

TOWN CLERK: Katherine Jang

Friday 20th March 2026

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

TO: All Members of the Traffic Advisory Sub-Committee

VENUE: Online via Microsoft TEAMS
[Join the meeting now](#)
Meeting ID: 313 529 162 505
Passcode: Jz3sX9t6

DATE: Thursday 26th March 2026

TIME: 2:00pm

Katherine Jang
Town Clerk

Recording of Meetings

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

A G E N D A

1. Apologies for absence.

To consider apologies for absence.

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

2. Declaration of interests.

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

3. Minutes

To approve the Minutes from the sub-committee meeting held on the 29th January 2026.

4. Public Participation

The meeting will adjourn for this item. Members of the public may speak for a maximum of five minutes each during the period of public participation

5. LCWIP

To receive an update

6. County Officer's Report

To receive a report from Oxfordshire County Council.

7. District Officer's Report

To receive a report from West Oxfordshire District Council

8. Update from Cllr Saul on OCC Highways matters including the HGV working group

To receive a progress report from Cllr Saul.

9. Thames Valley Community Fund

To consider upgrades to Speed Indicator Devices on London Road and Burford Road

10. Bus Network

To receive a verbal update on bus routes and stops

11. Cycling

To receive an update on cycling related matters.

12. Pedestrian and Road Safety

To receive a verbal update on road safety related matters.

13. Parking

To discuss parking related matters.

14. Date of the next meeting – Thursday 25th June 2026, 2pm via TEAMS.



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THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Office Hours: Mon, Weds, Fri, 9am-5pm

Minutes of a Traffic Advisory Sub-Committee meeting held on the 29th January 2026, at 2pm, online via TEAMS

PRESENT: Cllr Mark Walker (Chair), Tom Festa, Sandra Coleman, Cora Schor-Brener
James Kilgour (OCC)
Will Madgwick (OCC)
Joanna Marciniak (OCC)
James Wright (OCC)

ALSO PRESENT:

Katherine Jang, Town Clerk & CEO
1 member of the public

TAC31	Apologies for absence Apologies were received from Maria Wheatley (WODC), Odele Parsons (OCC), Cllr Geoff Saul, Cllr Alex Keyser.
TAC32	Declaration of interests None received
TAC33	Minutes RESOLVED: That the Chair signs and approves the minutes of the Sub-Committee held on the 2 nd October 2025 as an accurate record.
TAC34	Public Participation A member of the public spoke raising concerns about the pedestrian crossing at the bottom of London Road, and the lack of adherence to the 20Mph speed limit. He queried if there was a possibility to install pedestrian signage to alert drivers. OCC Officers replied that they are unsure if the suggested signage exists. Members queried if a "No Right Turn" sign at the end of Banbury Crossing could be installed. James Wright (OCC) replied saying that a RFO would be required, and they would report back at the next meeting. Members agreed that a SID is needed on London Road – to be discussed later in the agenda.
TAC35	LCWIP a. Members received a verbal update from James Kilgour (OCC) b. Members discussed the New Street junction, London Road/Albion St junction, and cut through from Cotswold Crescent to Burrows Crescent. OCC Officers confirmed that Cottsway have discussed funding the footpath and a new home on the site. Cllr Coleman raised concerns about siting a new house on the parcel of land, as there wouldn't be sightlines and would compromise the design of the path.


	<p>Cllr Coleman expressed frustration that no concrete progress on the footpath has been made.</p> <p>Cllr Coleman raised the street drain cleansing programme and noted that after meeting with Chris Grain this was due in December but has not yet been done. OCC Officers agreed to check progress and report back outside the meeting.</p>
TAC36	<p>County Officer's Report None received</p>
TAC37	<p>District Officer's Report None received</p>
TAC38	<p>Update from Cllr Saul on OCC Highways matters including the HGV working group Not present to give an update.</p>
TAC39	<p>Thames Valley Community Fund Members discussed the grant received (£8,000) and possible siting options for new Speed Indicator Devices. Both Burford Road and London Road were cited as possible new locations. Ideal locations would be near a school (either on Burford or London Road).</p> <p>Members discussed making data-driven decisions. Road Traffic Collisions</p> <p>OCC Officers confirmed that they were looking to replace Vehicle Activated Signage (VAS) where the 30Mph zone has been replaced with 20Mph. For the Town Clerk to contact Dave Catling (OCC) and receive an update.</p> <p>James Wright (OCC) noted that some parishes were offered a contribution toward a SID, as solar activated SID cost c £8,000. He also confirmed that a request from a Town Council for a new SID would require an OCC Highways visit.</p> <p>Members discussed possible inclusion of ANPR cameras within the new scheme. The Town Clerk reported off the back of a meeting with TVP, noting that Town Councils could purchase an ANPR camera through the police which would feed into their systems. The total cost would be c £4,000.</p> <p>Members agreed that a fully-costed plan for the new SID and ANPR scheme be brought to the next TAC for agreement and approval. For the Town Clerk to arrange meetings with appropriate officers outside the meeting.</p>



James Wright (OCC) suggested relocating the yellow diversion sign to under the parking sign and erect a new "peds in road" sign with arrow to the right. All members agreed for this to be installed.

TAC40	<p>Speed Indicator Device – Churchill Road Members received the updated usage data to 23rd January 2026.</p>
TAC41	<p>Cycling Members received a verbal update from Cllr Festa about the ongoing Rusty Riders initiative. The group meets between March – October, with each session having 10-12 attendees and are led by British Cycling members.</p> <p>First Aid training for Rusty Riders volunteers will be arranged soon by Chipping Norton Town Council.</p> <p>Members discussed the possibility of removing a few car parking spaces and substitute cycle parking outside the Old Mill restaurant on West Street? For OCC Officers to determine suitability and report back at the next meeting.</p>
TAC42	<p>Pedestrian and Road Safety As above</p>
TAC43	<p>Parking Members discussed the dangerous conditions at New Street Car Park during the recent sub-zero weather conditions. Residents have reported dangerous sheet ice, standing water and drainage problems on site. Similar issues have arisen at the Chipping Norton Leisure Centre with flooding and standing water. Members delegated the matter to Cllr Coleman to liaise with Maria Wheatley (WODC) in order to better understand and resolve these ongoing issues.</p>
TAC44	<p>Date of the next meeting Thursday 26th March 2026, 2pm via TEAMS.</p>

The Chair closed the meeting at 3:33pm.

Action	Member responsible
Speed Indicator Device <ul style="list-style-type: none"> - Walk around CN town centre to determine ideal location for new SID 	<ul style="list-style-type: none"> - KJ to arrange - Attending: KJ, OCC Officers, CNTC Cllr (depending on availability)
<ul style="list-style-type: none"> - Enquire about relocation of VAS on London Road 	<ul style="list-style-type: none"> - KJ to contact Dave Catling (dave.catling@oxfordshire.gov.uk)
<ul style="list-style-type: none"> - Preparation of SID report for members to agree 	<ul style="list-style-type: none"> - KJ, in conjunction with Cllr Walker
<ul style="list-style-type: none"> - Discuss issues with New St Car Park (drainage, water, ice) and Leisure Centre standing water 	<ul style="list-style-type: none"> - Cllr Coleman to contact Maria Wheatley (WODC)
<ul style="list-style-type: none"> - Gulley cleansing programme and pedestrian footpath improvements 	<ul style="list-style-type: none"> - OCC Officers to report back with progress and timelines
<ul style="list-style-type: none"> - Relocate yellow diversion sign to under the parking sign and erect a new "peds in road" sign with arrow to the right 	<ul style="list-style-type: none"> - OCC Highways Officers (James Wright)
<ul style="list-style-type: none"> - Update regarding street gutter cleansing and other pedestrian footpath repairs (Dec 2025) 	<ul style="list-style-type: none"> - OCC Highways Officers to provide an update outside the meeting
<ul style="list-style-type: none"> - First Aid at work training for Rusty Riders members 	<ul style="list-style-type: none"> - KJ to arrange (in conjunction with TC staff training regime)
<ul style="list-style-type: none"> - Investigation of substitution of car parking spaces outside the Old Mill (West Street, Chipping Norton) and substitution with cycle parking spaces 	<ul style="list-style-type: none"> - For OCC Officers to investigate feasibility and report back at the next meeting

Item 9: Thames Valley Police Community Grant Options Appraisal Report

Background: Chipping Norton Town Council has received £8,000 funding from the Thames Valley Community Grants programme to fund the installation of a new Speed Indicator Device (SID). Following initial discussions at Traffic Advisory Sub-Committee (29 Jan 2026) and Full Council (9 Feb 2026), the priority locations to be investigated were identified as London Road and Burford Road based on community impact and previous concerns raised by residents.

The Town Council currently has one installed speed indicator device on Churchill Road (installed in 2022 at no cost to the Town Council, funded through Councillor Priority Funding from Cllr Saul).

Feed-in meetings: The following discussions and site assessments have informed this appraisal.

- 11th Feb, TEAMS call with Dave Catling (OCC) and CNTC Town Clerk
- 20th Feb, Walk and Talk with Dave Catling (OCC), Damian Willis (TVP), Julia Manley (TVP), Mark Walker (TAC Chair), Katherine Jang (CNTC Town Clerk)

Assessment criteria: Each option should be assessed against the following criteria

- Road Safety need
 - Collision history and road traffic data
 - Proximity to schools, crossings, and residential areas
 - HGV routes
- Community impact
 - Previous concerns raised by residents
 - Visibility
 - Air quality data
- Feasibility
 - Powered pole nearby
 - Cost of system and installation

Proposed Scheme: OCC will remove both of the London Road VAS units, replace the inbound one with a new SID on the existing post and additionally install a new SID on lamp column 19 on Burford Road. The new isolator required for this will be fitted by OCC's street lighting contractor at no cost to the town council.



Fig 1: Inbound VAS on London Road – Proposal to replace with new SID on existing post



Fig 2: Current outbound VAS on London Road – proposal to remove and relocate to Burford Road



Fig 3: Lamppost 19 on Burford Road – proposal to relocate outbound VAS from London Road to this location

Evidence Base:

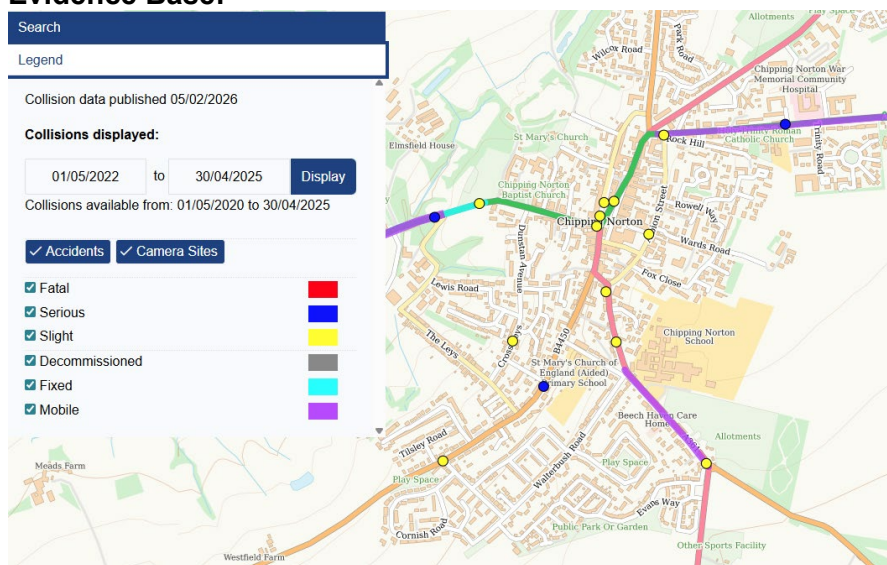


Fig 4: Road traffic collision data from May 2022-April 2025

Collision Data indicates a clear and ongoing road safety concern on both routes. Both roads serve as key entry routes into the town, are regularly used by HGVs and through traffic, and are close to residential areas with known speeding concerns raised by residents.

Burford Road

- 3 slight collisions

London Road

- 2 slight collisions
- 1 serious collision

Financial Implications:

- The proposal delivers the scheme at no cost to the Town Council
- The funding could therefore be reserved for future road safety initiatives, allocated toward additional SID locations elsewhere in the town, or used for complementary measures (signage, etc.)

RECOMMENDATION:

- That the Committee agrees moving forward with the proposal to replace the inbound SID on London Road and install a SID on Burford Road (Lamp column 19);
- Agrees that the £8,000 Thames Valley Police Community Grant funding be retained and brought back to a future TAC meeting for consideration of further road safety or traffic management projects