



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

9th October 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: <https://teams.microsoft.com/meet/32305207896740?p=id69UviYXtwOaDlml7>

Meeting ID: 323 052 078 967 40

Passcode: yf7bw2nh

DATE: Thursday 15th October

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 2nd July 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. OxBus2040 Consultation response

To discuss a response to the OxBus2040 initiative and provide feedback regarding bus services in Chipping Norton to Oxfordshire County Council

10. Cycling

To receive an update on cycling related matters.

11. Pedestrian and Road Safety

To receive a verbal update on road safety related matters.

12. Parking

- a. To receive and discuss the disabled bays in Chipping Norton town centre
- b. To discuss any other parking related matters.

13. Date of the next meeting – Thursday 28th January 2026, 2pm via TEAMS.



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

MINUTES OF A **MEETING OF THE TRAFFIC ADVISORY SUB-COMMITTEE** **HELD ON THURSDAY 2 JULY 2026 AT 2PM VIA MICROSOFT TEAMS**

PRESENT: Cllrs Mark Walker (Chair), Tom Festa, Sandra Coleman, Steve Akers

ALSO PRESENT:

Katherine Jang, Town Clerk & CEO

Odele Parsons, OCC

James Wright, OCC

James Kilgour, OCC

Cllr Geoff Saul, OCC and WODC

TAC1. Election of Chair

Members received nominations for the Chair of the Traffic Advisory Sub-Committee for the municipal year 2026/27.

Cllr Akers nominated Cllr Walker, seconded by Cllr Coleman. No other nominations were received. All in favour motion carried.

RESOLVED: That Cllr Walker is appointed as Chair of the Traffic Advisory Sub-Committee for the municipal year 2026/27.

TAC2. Election of Vice-Chair

Members received nominations for Vice Chair of the Traffic Advisory Sub-Committee for the municipal year 2026/27.

Cllr Walker nominated Cllr Akers, seconded by Cllr Coleman. No other nominations were received. All in favour, motion carried.

RESOLVED: That Cllr Akers is appointed as Vice Chair of the Traffic Advisory Sub-Committee for the municipal year 2026/27.

TAC3. Apologies for absence.

Apologies were received from Cllr Alex Keyser and Maria Wheatley, WODC Parking Officer.

TAC4. Declaration of interests.

There were no declarations of interest.

TAC5. Minutes

RESOLVED: That the Minutes from the Sub-Committee meeting held on the 26th March 2026 were signed by the Chair as an accurate record.

TAC6. Public Participation

The Sub-Committee received a written representation from a member of the public regarding the proposed pedestrian warning signs on London Road at the Albion Street junction.

Members noted Mr Rose's continued concerns regarding pedestrian safety and his request that the agreed warning signs be installed without delay whilst the wider Albion Street junction improvements continue to be developed.

TAC7. LCWIP

Members received an update from Odele Parsons (OP).

Cotswold Crescent path:

Conceptual design created and the business case is yet to be agreed. Taking longer than anticipated due to the fact that this is using money leftover from previous schemes and this requires a higher level of authorisation than initially anticipated. Next stage includes a firmer design and costings however no timeline for delivery has been allocated.

Albion Street pedestrian crossing:

Drawings and conceptual design have been completed. The pedestrian footways are being extended to help crossing and tactile crossing points also included at three points. Members noted that articulated lorries will require access to Albion Street for deliveries to the Coop – OP to check with Highways schemes team to clarify if this has been taken into account.

Cllr Akers sought confirmation that the allocated funding had been carried forward into the 2026/27 financial year, which was confirmed.

When questioned regarding delivery timescales, Ms Parsons advised that she had not yet been provided with a programme but did not expect construction within the next three months.

Cllr Coleman expressed disappointment that the revised design did not more clearly prioritise pedestrians. Ms Parsons advised that a zebra crossing was unlikely to be supported under current guidance but highlighted a new pilot scheme involving enhanced pedestrian priority road markings.

Members welcomed this approach, with Cllr Walker expressing strong support for exploring the use of the new road marking pilot within Chipping Norton.

TAC8. County Officer's Report

The Sub-Committee received the County Officer's report from Odele Parsons.

Drainage:

Members received an update on the ongoing programme of gully cleansing.

Cllr Coleman thanked Ms Parsons for the update, noting that inspections had identified a number of drainage defects requiring remedial works rather than routine jetting.

Worcester Road Maintenance Scheme:

Members welcomed the forthcoming resurfacing works.

It was agreed that the Town Council would work with Chris Grain (OCC) to ensure clear communication with residents throughout the works.

Bus network:

Members queried if the bus shelter on West St used by the S3 could also be shared with the 488 service. OP to clarify with the public transport team and report back.

OP reported that the Town Council's request for additional evening bus services to Banbury have been reviewed by the public transport team and that disappointingly there would be no additional services

planned for this route. Cllr Walker requested clarification on what evidence would be required to support a future case for additional evening services. OP to liaise with the public transport team and report back.

White lining programme:

Members noted that the New Street/West Street lining scheme remained programmed for delivery during the current financial year, although no implementation date had yet been provided.

Members requested an update on anticipated delivery timescales.

Discussion also took place regarding the allocation of Section 106 funding arising from new housing developments.

It was agreed that Cllr Geoff Saul would arrange a meeting with the relevant Section 106 officers, together with Cllrs Coleman and Walker, to discuss funding allocation processes and opportunities for Chipping Norton.

Parking and enforcement:

Members received an update from OP about parking enforcement levels in the town centre.

TAC9. District Officer's Report

No report was received.

TAC10. Update from Cllr Saul on OCC Highways matters including the HGV working group

The Sub-Committee received an update from Cllr Geoff Saul on Oxfordshire County Council highways matters.

Members noted:

- the emerging Movement and Place Plan for the West Oxfordshire Lowlands, including early discussion around possible on-street parking charges. Cllr Saul advised that, following discussions with the relevant Cabinet Member, such proposals appeared unlikely to progress;
- ongoing work by the Windrush Valley HGV Working Group, although no proposals had yet emerged which were likely to benefit Chipping Norton directly. Members awaited further reports regarding a potential area-wide weight restriction; and
- investment associated with The Mullin development in Enstone and the potential wider benefits for surrounding communities.

TAC11. OCC Quiet Lanes Initiative

The Sub-Committee considered Oxfordshire County Council's Quiet Lanes pilot programme.

Ms Parsons advised that approximately ten schemes across Oxfordshire were expected to be selected. Cllr Festa queried how the initiative would align with the Local Cycling and Walking Infrastructure Plan. Ms Parsons advised that Quiet Lanes were generally intended for more rural roads and that no obvious locations within Chipping Norton currently met the criteria.

Members briefly discussed the possibility of Old London Road, noting that the route lies within Chadlington Parish. Members also discussed the possibility of introducing a School Street around The Green and the potential for a pedestrian crossing near Walterbush Road. It was noted that School Streets operate only during school opening and closing periods, whereas Quiet Lanes provide a permanent arrangement.

Ms Parsons advised that a School Street would require traffic filtering measures at either end of the road.

Action: Cllrs Walker and Coleman to engage with the school regarding the School Street concept.

Action: Town Clerk to include School Streets on the agenda for the next meeting.

TAC12. Cycling

The Sub-Committee received a written update from Cllr Tom Festa.

Members noted that:

- Rusty Riders had now entered its third year, with continued support from Sustainable Chipping Norton;
- two regular ride groups now operate, offering approximately 7-mile and 15-mile routes;
- participation continued to increase, including riders aged between 11 and 72 years; and
- an increasing number of participants were using electric bicycles.

Cllr Festa advised that proposals for additional cycle parking locations would be brought to the next meeting.

TAC13. Pedestrian and Road Safety

Members discussed the agreed additional VAS/SIDs for London Road and Burford Road.

ACTION: For the Town Clerk to chase with Dave Catling with delivery date.

TAC14. Parking

Members discussed parking matters affecting the town.

ACTION: It was agreed that an informal meeting would be arranged between Keith Gowing, the Town Clerk and Cllr Walker ahead of the next Sub-Committee meeting.

TAC15. Date of the next meeting – Thursday 1 October 2026, 2pm via TEAMS.

The Chair closed the meeting at 3:30pm