

# Witney Traffic Advisory Committee Meeting



**Tuesday, 23rd March, 2021 at 2.30 pm**

To members of the Witney Traffic Advisory Committee - L Price, J King, J Aitman, L Duncan, D Enright, A Coles, T Morris, S Bartington, Yvonne Constance, Ted Fenton, J Croxton, K Hickman and A Lyon (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

## Admission to Meetings

Witney Traffic Advisory Committee is administered by Witney Town Council. Admission to this Advisory Committee is by invitation only and is online by virtue of The Local Authorities & Police & Crime Panels (Coronavirus)(Flexibility of Local Authority & Police & Crime Panels Meetings)(England & Wales) Regulations 2020.

Zoom login details of this meeting will be circulated to members and attendees prior to the meeting.

## 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.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

## Agenda

### 1. Apologies for Absence

To receive and consider apologies for absence.

### 2. Public Participation

Members of the public are welcome to attend the meeting. Any member of the public who so wishes may speak, at this point in the meeting, for a **maximum of five minutes** on any matter relating to an item on the agenda.

### 3. Minutes (Pages 5 - 8)

To receive and consider the minutes of the Witney Traffic Advisory Meeting held on 12 January 2021.

- a) To adopt and sign as a correct record the minutes of the meeting held on 12 January 2021
- b) Matters arising from the Minutes not covered in the Action Plan or subsequent items

4. **Committee Membership** (Pages 9 - 12)

To receive and consider a request from the Oxfordshire Association for the Blind (OAB) to be a co-opted organisation on the Witney Traffic Advisory Committee. If agreed, that Mark Upton be a named representative of OAB and be invited to future meetings of the committee.

The Town Clerk has suggested that Witney's Independent Parish Transport Representative, currently David Miles should also be considered for membership.

A copy of the Witney Traffic Advisory terms of reference are attached for information.

5. **Action Plan** (Pages 13 - 14)

To review the current action plan. (enclosed)

6. **Climate Emergency**

This is a standing item on the agenda to discuss how the Committee might support the Town Council, which has declared a Climate Emergency.

7. **Active Travel Schemes - update**

To receive a verbal update from Councillors and Officers if appropriate.

8. **20's Plenty for Oxfordshire** (Pages 15 - 16)

To receive a presentation on this initiative from Witney Town Councillor Liz Duncan.

9. **Oxfordshire County Council Infrastructure Locality Team and Area Operations Team Update**

To receive and consider the report of the Oxfordshire County Council Infrastructure Locality & Area Operations teams.

10. **Oxfordshire County Council Local Transport and Connectivity Plan - Vision Consultation**

To receive and consider a consultation from Oxfordshire County Council. Please use the link below to view the documentation: -

<https://consultations.oxfordshire.gov.uk/consult.ti/localtransportconnectivity/consultationHome>

11. **Burford Bridge Closure to 7.5 Tonnes** (Pages 17 - 18)

The Leader of Witney Town Council has been contacted by surrounding villages Witney requesting the impact of the Burford Bridge closure to 7.5 tonnes be assessed and that OCC be lobbied for traffic monitoring to be undertaken.

12. **Items Submitted to the Town Clerk**

To receive any traffic or highway related correspondence submitted to the Town Clerk since the last meeting.

a) Traffic Safety - Ducklington Lane/McDonalds & Tesco Access Road (Pages 19 - 20)

b) Holloway Road - Traffic Calming (Pages 21 - 22)

13. **Items Raised at the Meeting**

To receive and consider any pressing matters from members which may be added to the next meeting agenda for consideration.

14. **Date of the Next meeting(s)**

The calendar of Witney Traffic Advisory meetings for the 2021-22 municipal year are:

8<sup>th</sup> June 2021, 28<sup>th</sup> September 2021, 11<sup>th</sup> January 2022 and 22<sup>nd</sup> March 2022.

These meetings will be held at 2.30pm and will remain virtual until such time as face-to-face meetings are able to resume at Burwell Hall, Witney.



Town Clerk

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# Agenda Item 3

## WITNEY TRAFFIC ADVISORY MEETING

Held on Tuesday, 12 January 2021

At 2.30 pm in the Virtual Meeting Room via Zoom

### Present:

Councillor A Coles (Chair)

Councillors:	J Aitman L Duncan	D Enright
Other Members:	J Croxton K Hickman A Lyon T Bayliss	Thames Valley Police Windrush Bike Project West Oxfordshire Community Transport Stagecoach
Officers:	Odele Parsons Mike Wasley Maria Wheatley Nicky Cayley Adam Clapton	Oxfordshire County Council Officer Oxfordshire County Council Officer Project Officer Deputy Town Clerk
Others:	1 member of the public.	

### T755 ELECTION OF CHAIR FOR THE MEETING

As the Chair of the Committee, Cllr Price had sent her apologies, the Committee was required to elect a Chair for the meeting. Cllr Coles was proposed, seconded and duly elected.

**RECOMMENDED:** that Cllr Coles be elected Chair for the meeting,

### T756 APOLOGIES FOR ABSENCE

Apologies for their absence were received from Cllrs Price, Constance, King, and Morris.

### T757 PUBLIC PARTICIPATION

The Committee adjourned to receive public participation from Mr Damian Holland who addressed the Committee about the possibility of having speed bumps installed on Cogges Hill Road.

After his address, the Committee reconvened.

T758 **ITEMS SUBMITTED TO THE TOWN CLERK**

This item was moved up the agenda with the express permission of the Chair so that the member of the public present could hear the debate.

Members had a lengthy discussion on the possibility of installing speed bumps but funding would be an issue. The County Council could not fund it and may not even be able to fund an assessment. Mike Wasley was happy to look at it from an engineering point of view.

Two members pointed out that if the speed limit though the town was reduced to 20mph this should help.

Odele Parsons reported that the County Council was still in discussions with the developer for the Witney East development and had asked for three crossings along the road so this may help with speed reduction.

It was agreed to add it to the action plan for members to continue to investigate.

**RECOMMENDED:** that the possibility of Speedbumps on Cogges Hill Road be looked at further by members.

T759 **MINUTES**

The Committee received and considered the minutes of the meeting held on 29 September 2020.

**RECOMMENDED:** that the minutes of the meeting held on 29 September 2020 be agreed as a correct record with the following amendments:

K Hickman and A Lyon are removed from the list of Councillors and Trevor Bayliss to be added to attendees.

T760 **TAC ACTION PLAN**

The Committee received and considered the action plan from the last meeting and revised this where required. This is attached to the minutes.

T761 **CLIMATE EMERGENCY**

There was no update for this meeting.

T762 **REPORT OF THE PRINCIPAL OFFICER - TRAFFIC SCHEMES AREA OPERATIONS (NORTH) - OXFORDSHIRE COUNTY COUNCIL**

The Committee received and considered a report from the Principal Officer - Traffic Schemes Area Operations (North). There were updates on the Active Travel Grant, new crossings for West Witney (in addition to the Range Road one) and the crossing at Sainsbury's.

Odele Parsons explained that the cycle signs that had been painted on the roads around town had been incorrectly placed too near to the kerbs. She asked the committee if they would like them repositioned correctly or removed altogether. Mr Croxton commented that all road signs

should come from the Traffic Signs Manual and this sign was not included. After discussion, members felt there was little value in retaining them and agreed that they should be removed.

Cllr Fenton also raised concerns about the new road layout at the Ducklington roundabout, which had been complicated by the entrance to the new Lidl Store and the new hotel and Costa Drive through. He asked for his concerns to be minuted and the Chair asked that it be added to the action plan.

**RESOLVED:** that the report be noted and that the cycle signs be removed.

T763 **WEST WITNEY BUS SERVICE ALLOCATION**

The Committee received and considered a report from Mr David Miles, the Town's Independent Parish Transport Representative. He had expressed particular concern about money being pooled meaning that Witney may miss out on significant funding for public transport/infrastructure, primarily at the West Witney housing development. It was agreed to put David Miles in touch with Odele Parsons so that he could have a direct discussion about this with her.

**RECOMMENDED:** that the report be noted and that the Town Council puts David Miles in touch with Odele Parsons with particular reference to his concern that the County Council has decided to pool together all the strategic sites in the vicinity of the A40, which may well mean that hundreds of thousands of pounds earmarked specifically for the benefit of Witney could disappear elsewhere.

T764 **UPDATE FROM OXFORDSHIRE COUNTY COUNCIL ON ACTIVE TRAVEL GRANT**

The Committee received and considered an update on the Active Travel Grant.

**RECOMMENDED:** that the report be noted.

T765 **ITEMS RAISED BY MEMBERS AT THE MEETING.**

Mr Hickman asked if a member of the Oxfordshire Association of the Blind could attend meetings and become a member of the Committee. Following support from members, the Office Manager advised that it was the association itself which would need to be added to the Committee constitution and it in turn would be free to choose a representative. If the association in question could make a formal request to the Town Council, the request and change to the constitution could be added to the next meeting agenda for consideration.

**RECOMMENDED:** that the Oxfordshire Association for the Blind writes to the Town Council requesting a seat on the Committee.

T766 **DATE OF NEXT MEETING**

The date of the next scheduled meeting was 23 March 2021.

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The meeting closed at: 4.00 pm

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Chair



## **WITNEY TRAFFIC ADVISORY COMMITTEE** **CONSTITUTION AND TERMS OF REFERENCE**

### 1. **Title**

- 1.1 The Committee shall be known as the “Witney Traffic Advisory Committee”, hereinafter called the “Advisory Committee”.

### 2. **Administration**

- 2.2 The administration of the Advisory Committee will normally be undertaken by the Town Clerk of Witney Town Council, or by his or her representative.

### 3. **Meetings of the Advisory Committee**

- 3.1 Meetings of the Advisory Committee will normally be held four times a year, commencing at 2.30pm, on dates set by Witney Town Council in consultation with Oxfordshire County Council.
- 3.2 The quorum of the Committee shall be five members.
- 3.3 No business other than that set out in the agenda published by the Town Clerk may be considered at a meeting of the Advisory Committee unless details have been notified to the Town Clerk prior to the start of the meeting, and the Chair has agreed to such matter being considered on the grounds of urgency.

### 4 **Chair**

- 4.1 The Chair shall be elected by the Advisory Committee at its annual meeting in September.
- 4.2 The Chair needs to be an elected member of one of the local authorities represented on the Advisory Committee.
- 4.3 In the event that the Chair is absent from a meeting of the Advisory Committee, a member of the Advisory Committee shall be elected to chair the meeting.

### 5 **Representatives**

- 5.1 The Advisory Committee may include representatives from the following who shall be regarded as members of the Advisory Committee: -

#### Representatives from:

- |    |                                   |                                    |
|----|-----------------------------------|------------------------------------|
| a) | Witney Town Council               | 3 – 4                              |
| b) | West Oxfordshire District Council | 1 – 2                              |
| c) | Oxfordshire County Council        | 3 (+ Cabinet Member for Transport) |
| d) | Magistrates Committee             | 1 – 2                              |
| e) | Road Safety Committee             | 1 – 2                              |
| f) | Witney Chamber of Trade           | 1                                  |
| g) | Thames Valley Police              | 1                                  |

Other organisations which have been invited to send a representative: -

1999	CPRE	1	
2003	Stagecoach	1	
2004	Freight Transport Association	1	
	Local Driving Instructors	1	
	Local Taxis	1	
2009	Witney BUG	1	Changed to Windrush Bike Project
2019	Witney Community Transport	1	
	Volunteer Link Up	1	

5.2 Any other organisation represented on the Advisory Committee may, at the discretion of the Advisory Committee, have more than one representative.

## 6. **Officers**

6.1 Officers representing (a) the County Council's Director of Environment and Economy; (b) the District Council's Strategic Director (Development) and Strategic Director (Environment); and (c) Thames Valley Police shall have a right to attend meetings of the Advisory Committee and speak in an advisory capacity.

## 7. **Terms of Reference**

7.1 The Advisory Committee does not have executive powers, but may consider any traffic related matter of concern either directly or indirectly to the Parish of Witney, and may offer advice on such matters to Oxfordshire County Council, West Oxfordshire District Council, Witney Town Council, or to any other relevant organisation as may be appropriate.

7.2 The following list is not exhaustive but is the type of matters which may be discussed by the Advisory Committee: -

- a) Existing or proposed road systems or traffic management schemes
- b) One way systems
- c) Traffic calming
- d) Waiting restrictions
- e) Traffic signalling, signing and road markings
- f) Pedestrian crossings and school crossings
- g) Footpaths
- h) Street Lighting
- i) On-street and off-street car parking
- j) Road safety engineering

## 8. **Public Participation**

8.1 Meetings of the Advisory Committee shall be open to the public and press, other than in exceptional circumstances, where the public and press may be excluded by resolution of the Advisory Committee on the grounds of the confidential nature of the business to be transacted.

8.2 At the discretion of the Chairman, Members of the public or representatives of organisations may address the Advisory Committee. The address shall be in the form of a statement lasting

not more than five minutes. The person giving the address shall not be permitted to participate in any subsequent debate by the Advisory Committee on the matter in question.

9. **Amendments to constitution and Terms of Reference**

- 9.1 The Advisory Committee's constitution and terms of reference may be amended at any time by resolution of the Advisory Committee.

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**ACTION PLAN**

<b>Minute no.</b>	<b>Issue</b>	<b>Action</b>	<b>Responsible person</b>	<b>Further Action</b>	<b>Date complete</b>
T700	Problems with 'Baffle Barriers' for mobility scooters	Kevin Hickman has now submitted comprehensive review doc to WTC. Only one barrier was owned by WODC. None were WTC's. Others either private developers or OCC.	Odele Parsons	To push forward we need OCC advice and a commitment to not signing off developments without barriers being correct. Odele Parsons confirmed this report had arrived and the team were starting to look at active travel. This would go on the work plan and she would give a rough timescale at the next meeting in March.	
T700	Shores Green Junction	Preliminary surveys complete; topographical surveys due later this month; engagement taking place with utilities; initial strategic and local traffic modelling complete; 3 short listed option to be assessed further; Scheduled to meet East Witney SDA developers mid October; view to public conulation in late 202/early 2021	Mike Wasley/Odele Parsons	Scheme had 50% funding & other 50% should be from developer. Public consultation would begin in a few months. The preferred option design was the next major step.	
T700	Marriots Walk Crossing – barriers/controlled crossing	Lighting complete, tree removal not required, agreed planters are not suitable barriers and awaiting relining by OCC	Mike Wasley	Currently underway.	
T700	Request for yellow lines at Compton Way and Judds Close	Ongoing issue. County Councillors looking into funding for this.	Mike Wasley	James Wright due to meet Cllr Bartington on site with a view to implementation.	

**ACTION PLAN**

T760	Parking at top end of Corn Street	Members to look into how this could be alleviated, with the active travel coming on line.	All members?		
T762	Concerns on Ducklington Roundabout	Members to look into possibly dangerous issues on Ducklington roundabout	All members?		

## So You Want ... popular travel choices for your residents?

20's Plenty for Us Briefing February 2021

[http://www.20splenty.org/20mph\\_choice](http://www.20splenty.org/20mph_choice)

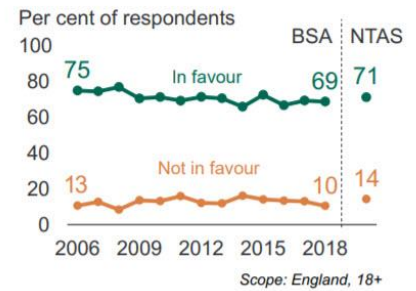
Residents want the freedom to choose how they travel. 20mph on our streets brings that choice. People, particularly the elderly, fear the intimidation from high speeds on residential streets and in town and village centres.

## 20's Plenty for Us

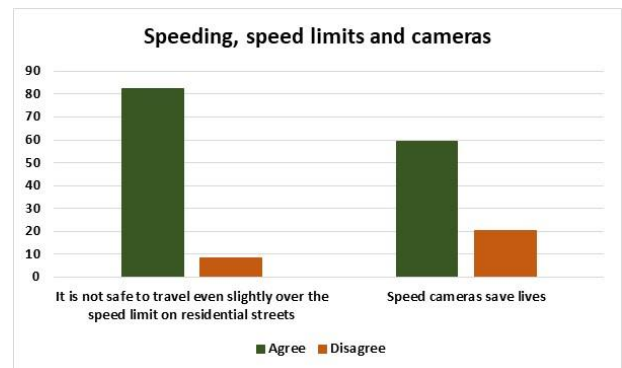
...making your place a better place to be

- **20mph is normal.** In the UK, 21 million people (or 1 in 3 of the population) live in places where their council has decided that a blanket 30mph doesn't suit most streets. Adopting a default speed of 20mph with appropriate exceptions makes their streets better places to live, work, shop and learn.
- **20mph is popular.** Seven out of 10 people consistently say they support 20mph speed limits in residential streets<sup>1</sup>. Once installed, 20mph schemes become even more popular and are never removed.

Speed limits of 20mph in residential streets



- **20mph is Government policy.** The UK recently signed the Stockholm Declaration<sup>2</sup> with 130 other nations, agreeing on a default 20mph limit wherever cyclists and pedestrians mix with motor vehicles. As part of its COVID response in 2020<sup>3</sup>, the Government stated "20mph speed limits are being more widely adopted as an appropriate speed limit for residential roads, and many through streets in built-up areas...reducing the speed limit can provide a more attractive and safer environment for walking and cycling".
- **20mph helps the older generation.** 20mph is popular because it makes our streets safer, greener and fairer, especially for those with limited sight, hearing or mobility whether due to age or disability.
- **20mph is cost-effective.** As well as bringing down casualties, 20mph places have seen a rise of 20% in walking and cycling. No other intervention brings such a favourable cost benefit ratio.
- **20mph is enforceable.** A large majority of people want 20mph enforced. Over the past 3 years, Avon & Somerset Police issued 1,300 speeding notices monthly on 20mph streets.



**Don't get left behind. 20mph is the best choice for people's wellbeing. It means fewer casualties, is cost-effective and overwhelmingly popular.**

Rod King MBE, Founder and Campaign Director for 20's Plenty for Us commented:

*"Politicians are elected to make decisions that benefit their community. As well as being supported by the majority, 20mph is particularly helpful for the elderly, the young and the vulnerable. A 20mph speed limit is increasingly normal in our streets and in our town and village centres. Choose 20mph".*

<sup>1</sup> <https://bit.ly/3aUtOIH>

<sup>2</sup> [http://www.20splenty.org/global\\_ministers\\_mandate\\_20mph](http://www.20splenty.org/global_ministers_mandate_20mph)

<sup>3</sup> <https://bit.ly/3pllk2D>

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# Agenda Item 11

**Sent:** 12 October 2020 12:35

**To:** Luci Ashbourne

**Subject:** Witney West End and burford Bridge closure to 7.5 Tonnes

Dear Councillor Ashbourne.

I live in Leafield and we are very concerned about the extra amount of trucks over 7.5 tonnes coming through our village since Burford have closed their bridge to 7.5 tonne lorries/trucks.

Having spoken to may of the local businesses, Smiths of Bletchington, Micks Skips, Witney Plant Hire, Hayes Skipper Hire, Tonnes Away and a local farmer, this closure is very much affecting their businesses. Their main complaint is that the county council are allowing communities to close to trucks over 7.5 tonnes giving them less routes to use, which is forcing them onto no name roads, like the ones to and from Leafield that are not made for HGV. It is, also, making some of them go through Witney instead of getting straight onto the A40 to Burford, to deliver to places like Shipton and Milton Under Wychwood, Farms around Ascott Under Wychwood and even to places like Stow and Morton in the Marsh.

For instance I was talking to Smiths of Bletchington who have a quarry in Ducklington, instead of getting straight onto the A40 they are now going through Witney West end, Hailey, left at Finstock and through Leafield to get to jobs north of Witney. They do not want to do this, in the past they used the A40 and A361 through Burford. To keep on A roads they would have to go all the way to NorthLeach, turn left then go up to Stow that way or double back to get to locations north of Witney, which would cost driver hours and extra fuel, which when many of them only do 8 miles to the gallon is all extra cost.(not to mention bad for the environment)

The reason I am emailing you is to ask if the Witney Town council are aware of this problem? If so, I hope you will work with us to lobby the County Council, (Yvonne Constance is the decision maker) and also to lobby Burford Town council and Mayor. If you are unaware of the problem I suggest you contact some of the local haulage companies and delivery companies in Witney and the surrounding area to see how it is affecting them. All of them that I have contacted, so far, are deeply unhappy about it. It would be great if you could support them.(and us too)

It,also, may be worth contacting the residents in the West End to see how it is affecting them and to see if they have noticed a difference.

In Leafield we are spending the next two weeks surveying our traffic and taking the names of the 7.5 Tonne trucks, plus. We are intending to put a case together to put to the County Council. We have until 5th February. We are hoping to stimulate support from as many angles as possible from businesses and communities that this ban is affecting and, also to, highlight the bigger picture, which is that the flow of traffic needs to have some cohesive plan by the County Council, so that HGV's are not forced onto roads that were not built to take them. Ideally a Burford bypass, but for now to stop the 7.5 tonne ban.

I look forward to hearing from you.

Deborah Triff

 Leafield.

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**Sent:** 17 January 2021 10:45

**To:** WitneyTCInfo <[info@witney-tc.gov.uk](mailto:info@witney-tc.gov.uk)>

**Subject:** Mc Donald restaurant.

Hi. My name is Andy Dix. I am concerned about traffic safety regarding the above.

Several times in the past two months I have had real difficulty getting to the tesco fuel area, this is due to the queue for the drive through at mc Donald's.

The queue is all around the restaurant and all the way back up the entry road to tesco garage, sometimes the queue is out on to the main road in both directions, traffic coming from the traffic lights is usually queued into the crossroads of the traffic lights.

This is to me an accident waiting to happen, its also causing difficulties for drivers accessing the fuel station and tesco shop. This is not a regular time issue it can be at anytime during the day.

Can you please look into this and get the highway agency or Wodc to do something before there is an accident or a fatality. Surely even Vosa might get involved.

Thank you for your time.

Regards

Andy Dix.

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**From:** Andrew Walters  
**Date:** 5 March 2021  
**Subject:** Traffic-calming?

Hello,

I spoke with Holly, yesterday, with regard to the road-monitoring, being undertaken situated outside my home at ■■■, Holloway Road, in Witney. Both I, and some of the local residents, were hoping that, finally, the nuisance/danger of young men driving their cars along Holloway Road - from Welch Way to Corn Street, may be coming to an end.

When having passed the road leading to the Technical College, they then accelerate to speeds reaching, we believe, of somewhere between 60 - 70 mph, until breaking hard to meet the junction with Corn Street. This happens every single night, starting from between 5.00 - 6.00pm, until around 11.00 - 12.00pm. They completely ignore the safety of the residents, some of whom are elderly, whilst others have young families, causing both fear and anxiety, when using the pavement, or crossing the road.

Along our stretch of road the left-hand lane is usually full with parked cars, especially so since the new development of town houses, the Applegate/Applegarth (?) properties.

Some of us were hoping that what the two cables crossing the road indicated were to do with much-needed traffic-calming, in particular with regard to the those drivers of 'customised' cars, designed to make as much noise as possible. However, the real issue here is the speed of the cars, in having to use the right-hand lane leading up to Corn Street. This behaviour is extremely dangerous, not just for us, but also for any oncoming vehicles- there have already been incidents here.

These old cars are being driven around a 'circuit'. They travel up Holloway Road, then to Corn Street, along the High Street, up Welch Way, then up Holloway Road. This absurd behaviour continues to be an unwelcome blight upon those of us who live here.

It has been noted that since the twin cables were lain, some of these drivers now almost stop to pass over the cables, then accelerate at speed and race up to the junction with Corn Street, only then to have to break hard. Some other drivers, apparently, have stopped using Holloway Road until the removal of the cables, in order, one presumes, so as to create a false positive for any data collected.

We, the residents, would be most grateful if some traffic-calming measures were put in place-e.g. some 4 - 5 , raised squares of road material, leading from the junction of the College, to Corn Street, along the right-hand lane.

Please help keep the residents upper-most when making any future decisions re Holloway Road.

Thank you for your time in reading this email,

Best Regards,  
Mr. Andrew Walters LL.B (Hons)

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