

Public Document Pack

Climate, Biodiversity & Planning Advisory Committee Meeting of Witney Town Council



Tuesday, 15th February, 2022 at 6.00 pm

To members of the Climate, Biodiversity & Planning Committee - R Smith, A Prosser, J Aitman, O Collins, L Duncan, V Gwatkin, M Jones and A McMahon (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

All Council meetings are open to the public and press unless otherwise stated.

As an Advisory Committee of the Council this meeting will take place virtually via Zoom. All decisions of this meeting will be recommendations to Full Council.

Zoom login details:

<https://us06web.zoom.us/j/89272537926?pwd=cjJGYUdCM04rdGRibXNKNlUxIWDVzdZ09>

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witney-tc.gov.uk Tel: 01993 226071

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 consider apologies and reasons for absence.

Committee Members who are unable to attend the meeting should notify the Democratic & Legal Services Officer (democracy@witney-tc.gov.uk) **prior to the meeting**, stating the reason for absence.

Standing Order 309a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have informed the Proper Officer **before** the meeting that they are unable to attend.

2. Declarations of Interest

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. 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, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda.

4. **Planning Applications** (Pages 3 - 4)
To receive and consider a schedule of Planning Applications from West Oxfordshire District Council.
5. **Planning Decisions** (Pages 5 - 8)
To receive and consider a schedule of planning decisions from West Oxfordshire District Council.
6. **Address Management - Northfield Farm Lane, Witney** (Pages 9 - 10)
To receive and consider a street naming request for a development at Northfield Farm Lane, Witney.
7. **Avenue Two, Station Lane - Revised Traffic Regulation Order Plan** (Pages 11 - 12)
To receive and consider a revised Traffic Regulation Order Plan for Avenue Two. From Jubb UK, on behalf of Travis Perkins.
8. **Witney Traffic Advisory Committee** (Pages 13 - 18)
To receive the minutes of the Witney Traffic Advisory Committee held on 11 January 2022.
9. **20 MPH Speed Limit Working Party** (Pages 19 - 22)
To receive the minutes of the 20MPH Speed Limit Working Party held on 25 January 2022.
10. **Witney LCWIP Steering Group** (Pages 23 - 26)
To receive the minutes of the Witney LCWIP meeting held on 20 January 2022.
11. **Lake & Country Park – Rewilding** (Pages 27 - 32)
To consider the report of the Maintenance & Environmental Services Officer.
12. **Lake & Country Park – Review of Watercourses** (Pages 33 - 34)
To consider the report of the Maintenance & Environmental Services Officer.



Town Clerk

4

-
- 4 . 1 **WTC/018/22** Plot Ref :- 21/04003/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 24/01/2022
 Parish :- NORTH Date Returned :-
 Location :- WITNEY HOUSE, 17 Agent
 WEST END
 WSET END
 Proposals :- Internal and external alterations to include alterations to internal
 ground floor layout, infill an external doorway on first floor,
 replacement of four windows and a door (part retrospective).
 Observations :-
-
- 4 . 2 **WTC/019/22** Plot Ref :- 21/04010/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 24/01/2022
 Parish :- CENTRAL Date Returned :-
 Location :- 25 MOORLAND ROAD Agent
 MOORLAND ROAD
 Proposals :- Alterations to enclose existing front entrance porch and provide a
 bathroom with new pitched roof over together with a single storey
 front extension to create a downstairs bedroom.
 Observations :-
-
- 4 . 3 **WTC/020/22** Plot Ref :- 22/00183/LBC Type :- LISTED BUI
 Applicant Name :- . Date Received :- 27/01/2022
 Parish :- EAST Date Returned :-
 Location :- COGGES MANOR FARM Agent
 CHURCH LANE
 Proposals :- Installation of a new lighting, speaker, and projection system to
 replace the existing lighting system.
 Observations :-
-
- 4 . 4 **WTC/021/22** Plot Ref :- 21/03705/HHD Type :- HOUSEHOL
 Applicant Name :- . Date Received :- 27/01/2022
 Parish :- NORTH Date Returned :-
 Location :- 8 CHESTNUT CLOSE Agent
 CHESTNUT CLOSE
 Proposals :- The erection of a two-storey side and rear extension, a single
 storey rear extension, alterations to the fenestration and openings
 on the front elevation and the formation of an enlarged parking
 area with widened access and associated works. (Amended)
 Observations :-
-

4 . 5	WTC/022/22	Plot Ref :- 22/00114/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 03/02/2022	
	Parish :- SOUTH	Date Returned :-	
	Location :- 37 CURBRIDGE ROAD	Agent	
	CURBRIDGE ROAD		
	Proposals :-	Render the house and conversion of the garage to utility room.	
	Observations :-		
4 . 6	WTC/023/22	Plot Ref :- 22/00175/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 03/02/2022	
	Parish :- NORTH	Date Returned :-	
	Location :- 44 HAILEY ROAD	Agent	
	HAILEY ROAD		
	Proposals :-	Proposed single storey rear extension, replacement front porch.	
	Observations :-		
4 . 7	WTC/024/22	Plot Ref :- 22/00252/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 03/02/2022	
	Parish :- NORTH	Date Returned :-	
	Location :- 180 FARMERS CLOSE	Agent	
	FARMERS CLOSE		
	Proposals :-	Proposed first floor extension to existing ground floor extension. Proposed two storey side extension. Internal layout modifications.	
	Observations :-		
4 . 8	WTC/025/22	Plot Ref :- 22/00255/HHD	Type :- HOUSEHOL
	Applicant Name :- .	Date Received :- 03/02/2022	
	Parish :- SOUTH	Date Returned :-	
	Location :- 43A THE CROFTS	Agent	
	THE CROFTS		
	Proposals :-	Replace the existing bungalow roof with one that has a steeper pitch so as to allow for the addition of first storey living accommodation and convert the garage into a carport and store.	
	Observations :-		

Minute Ref 5

Tue 15 February 2022

District Ref

' C ' Contrary to District 'CD' Contrary Delegated
' D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E WTC/004/22	Approved	59 WOODGREEN
E WTC/071/21	Approved	PHASE 3B LAND AT WEST WITNEY
E WTC/153/21	Approved	1 ST MARYS COURT
C WTC/154/21	Approved	BUILDING 2 & 3 WINDRUSH PK RD
<p>District COMMENT 8. Prior to the first trench being dug a detailed surface water drainage scheme for the site shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall be subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall include:</p> <p>A compliance report to demonstrate how the scheme complies with the "Local Standards and Guidance for Surface Water Drainage on Major Development in Oxfordshire";</p> <p>Details to demonstrate that surface water will not being discharged into the foul water and sewerage system;</p> <p>Full drainage calculations for all events up to and including the 1 in 100 year plus 40% climate change;</p> <p>A Flood Exceedance Conveyance Plan;</p> <p>Comprehensive infiltration testing across the site to BRE DG 365 (where applicable);</p> <p>Detailed design drainage layout drawings of the SuDS proposals including cross-section details;</p> <p>Detailed maintenance management plan in accordance with Section 32 of CIRIA C753 including maintenance schedules for each drainage element;</p> <p>Details of how water quality will be managed during construction and post development in perpetuity, and;</p> <p>Consent for any connections into third party drainage systems.</p> <p>The approved drainage system shall be implemented in accordance with the approved details.</p> <p>REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.</p>		<p>Local COMMENT Witney Town Council object to this application. The LLFA requires a comprehensive drainage strategy, the appended document does not meet what is being asked for by Oxfordshire County Council. Witney Town Council echo comments from the OCC response and would like to see a drainage feature incorporated in the proposed development.</p> <p>The transport statement is inconsistent and hasn't been modelled on a car parking requirement for the wider site use, the statement doesn't make a case for the requirement of 135 parking spaces.</p> <p>Members would like to see an Asbestos Management Strategy for the works to ensure that all safety and contamination risks are properly managed.</p>
C WTC/159/21	Approved	48 SHERBOURNE ROAD
<p>District COMMENT 4. The boundary treatment shall include provision for hedgehog highways, and shall be completed in accordance with the approved details and retained thereafter.</p>		<p>Local COMMENT Witney Town Council object to this application. The character of this estate is identified by these parcels of amenity space and fencing them away from view is harmful to that character and takes this amenity from the rest of the community. This proposal is not compliant with Policy OS2 in that it would involve the loss of an area of open space that makes an important contribution to the character or appearance of the area.</p> <p>Further, members discussed the contribution to bio-diversity as is provided by these small parcels of land, this small but important benefit could be lost if the space was incorporated to privately-owned domestic garden.</p>
E WTC/170/21	Approved	THE GRIFFIN INN

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 5

Tue 15 February 2022

District Ref

' C ' Contrary to District 'CD' Contrary Delegated

' D ' Delegated

' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 2

GRANTED PLANNING PERMISSIONS

E WTC/171/21

Approved

THE GRIFFIN INN

C WTC/174/21

Approved

District COMMENT 10. Notwithstanding the submitted details the development shall provide for a route suitable for use by pedestrians and cycles between Unit 13 (as shown on drawing PL-2110) and Windrush Park Road. The development shall retain this route hereafter.

REASON: To maximise the opportunities for walking, cycling and the use of public transport in accordance with Policy T1 of the West Oxfordshire Local Plan 2031.

12. Prior to the first trench being dug a detailed surface water drainage scheme for the site shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall be subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall include:

A compliance report to demonstrate how the scheme complies with the "Local Standards and Guidance for Surface Water Drainage on Major Development in Oxfordshire":

Full drainage calculations for all events up to and including the 1 in 100 year plus 40% climate change:

A Flood Exceedance Conveyance Plan:

Details of how the surface water will not be discharged into the foul water sewerage system:

Comprehensive infiltration testing across the site to BRE DG 365 (where applicable);

Detailed design drainage layout drawings of the SuDS proposals including cross-section details:

Detailed maintenance management plan in accordance with Section 32 of CIRIA C753 including maintenance schedules for each drainage element, and:

Details of how water quality will be managed during

Consent for any connections into third party drainage systems.

The approved drainage system shall be implemented in accordance with the approved details.

REASON: To ensure that the principles of sustainable drainage are incorporated into this proposal.

INFORMATIVE:

Applicants are strongly encouraged to minimise energy demand, and take climate action, through fitting:

- o Electricity-fed heating systems and renewable energy, for example solar panels and heat pumps; thus avoiding fossil fuel based systems, for example gas boilers
- o Wall, ceiling, roof, and floor insulation, and ventilation
- o High performing triple glazed windows and airtight frames
- o Energy and water efficient appliances and fittings
- o Water recycling measures
- o Sustainably and locally sourced materials

LAND AT WINDRUSH PARK

Local COMMENT Witney Town Council object to this application.

The plans do not go far enough to show where the cycle paths link to existing networks, or show how and where the paths cross the site. In line with Policy T1, All new development should be designed to maximise opportunities for walking, cycling and the use of public transport. The current scheme is unambitious, in that more can be done to provide opportunities for walking and cycling. Further, Policy T3 states that Development that fails to make adequate provision of measures to encourage the use of non-car modes of transport will not be favourably considered.

Witney Town Council echo the views of the Local Lead Flood Authority and request that SuDS features be incorporated whenever possible, such as porous paving in the car park. Similarly, members agree with the submission from Thames Valley Police and prior to this application being approved, request further details of the boundary treatments and lighting at the site.

Whilst Witney Town Council object to the current proposal, development of the site is supported and members welcome revised plans with consideration of the points raised above. This is also an opportunity for the applicant to incorporate sustainable features such as Solar PV and vehicle charging points, in line with Core Objectives CO15, CO17 and CO18 of the West Oxfordshire Local Plan 2031.

E WTC/179/21

Approved

38 MOOR AVENUE

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

Minute Ref 5

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GRANTED PLANNING PERMISSIONS

E WTC/181/21	Approved	THE OCTAVES
E WTC/183/21	Approved	66 NEW YATT ROAD
E WTC/185/21	Approved	UNIT 23, AVENUE ONE
E WTC/188/21	Approved	WITNEY SERVICE STATION
E WTC/190/21	Approved	15 MARKET SQUARE
E WTC/191/21	Approved	15 MARKET SQAURE
E WTC/193/21	Approved	14 SAXON WAY
E WTC/194/21	Approved	37 SAXON WAY
E WTC/195/21	Approved	118C QUARRY ROAD
E WTC/197/21	Approved	UNIT 5 NIMROD
E WTC/198/21	Approved	4 TUNGSTEN PARK
E WTC/199/21	Approved	34 WESTCOTE CLOSE
E WTC/200/21	Approved	WITNEY HOUSE, 17 WEST END
E WTC/201/21	Approved	WITNEY HOUSE, 17 WEST END
E WTC/202/21	Approved	321 MANOR ROAD
E WTC/203/21	Approved	33A HIGH STREET
WTC/204/21	Approved	81A NEWLAND
E WTC/205/21	Approved	36 GLOUCESTER PLACE
E WTC/208/21	Approved	190 COLWELL DRIVE
E WTC/209/21	Approved	UNIT 1 CRANBROOK COURT
E WTC/215/21	Approved	88 WOODSTOCK ROAD

NOTIFICATIONS OF PLANNING DECISIONS FROM West Oxfordshire District Council

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GRANTED PLANNING PERMISSIONS

E WTC/216/21	Approved	32 JUDDS CLOSE
E WTC/219/21	Approved	29 TOWER HILL
E WTC/220/21	Approved	44 BROADWAY CLOSE
E WTC/222/21	Approved	81 NEWLAND MILL
E WTC/223/21	Approved	11 OAKDALE LANE
E WTC/224/21	Approved	5 SCHOFIELD AVENUE

REFUSED PLANNING PERMISSIONS

E WTC/006/22	Refused	43 DUCKLINGTON LANE
E WTC/107/21	Refused	35 TAPHOUSE AVENUE

C WTC/187/21 Refused

District COMMENT 1. The proposed development by reason of its siting and detached form, is considered to form an incongruous feature within the established character of semi detached dwellings along this part of Burford Road. As such the proposal is considered to be contrary to Policies OS2, OS4 and H2 of the adopted West Oxfordshire Local Plan and relevant paragraphs of the NPPF.

2. The proposed development would have a significant detrimental impact (in terms of highway safety and convenience) on the adjacent highway network due to inadequate parking provision in conflict with Policies T2 and T4 of the adopted West Oxfordshire Local Plan and the relevant paragraphs of the NPPF.

2 SPRINGFIELD PARK

Local COMMENT Witney Town Council has no objections regarding this application.

E WTC/192/21 Refused 141 QUEEN EMMAS DYKE

OTHER PLANNING DETAILS

WTC/063/21	Withdrawn	UNIT 32 BRIDGE STREET MILLS IN
WTC/211/21	Withdrawn	37A CORN STREET
WTC/212/21	Withdrawn	37A CORN STREET

Agenda Item 6

From: Address Management (WODC) <addressmanagement@westoxon.gov.uk>

Sent: 31 January 2022 15:12

Subject: SNN2022008 Development Northfield Farm Lane

Good Afternoon All

We have been approached by Cover Construction Limited to address the development of 5 flats at The Co-operative Childcare, Neighbourhood Centre, Northfield Farm Lane Planning Application 16/00066/FUL.

The plan is to allocate a new building name to the development. The developer would like to propose the name 'Miller House'. To confirm this would make the proposed new addresses as follows:

Flats 1-5
Miller House
Northfield Farm Lane
Witney
OX28 1UD

The plan is to approve this new building name providing we do not receive any valid strong objections.

If you could respond by Monday 7th February with any strong objections, I would be most grateful.

Kind Regards

Tania

Address Management



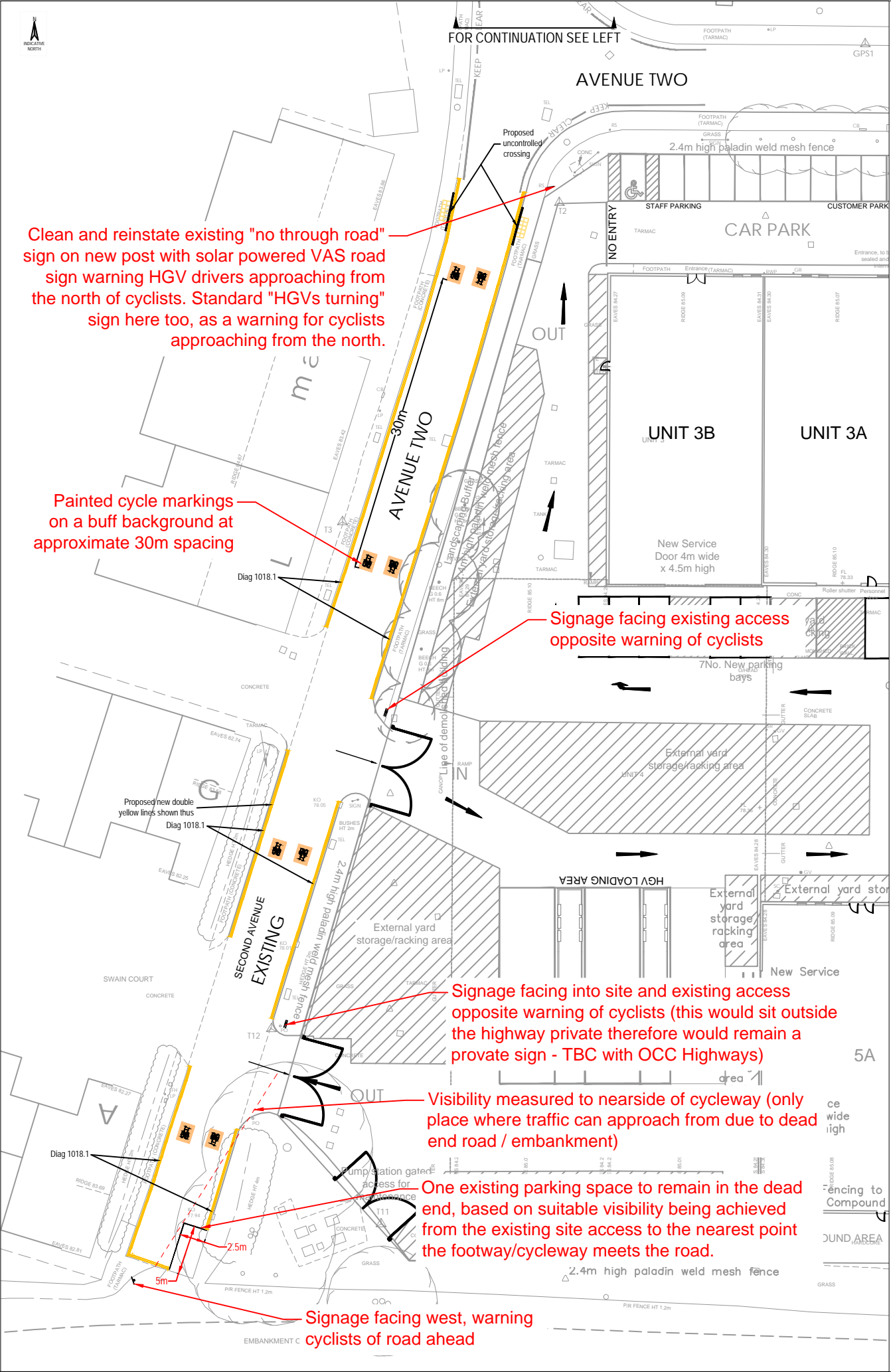
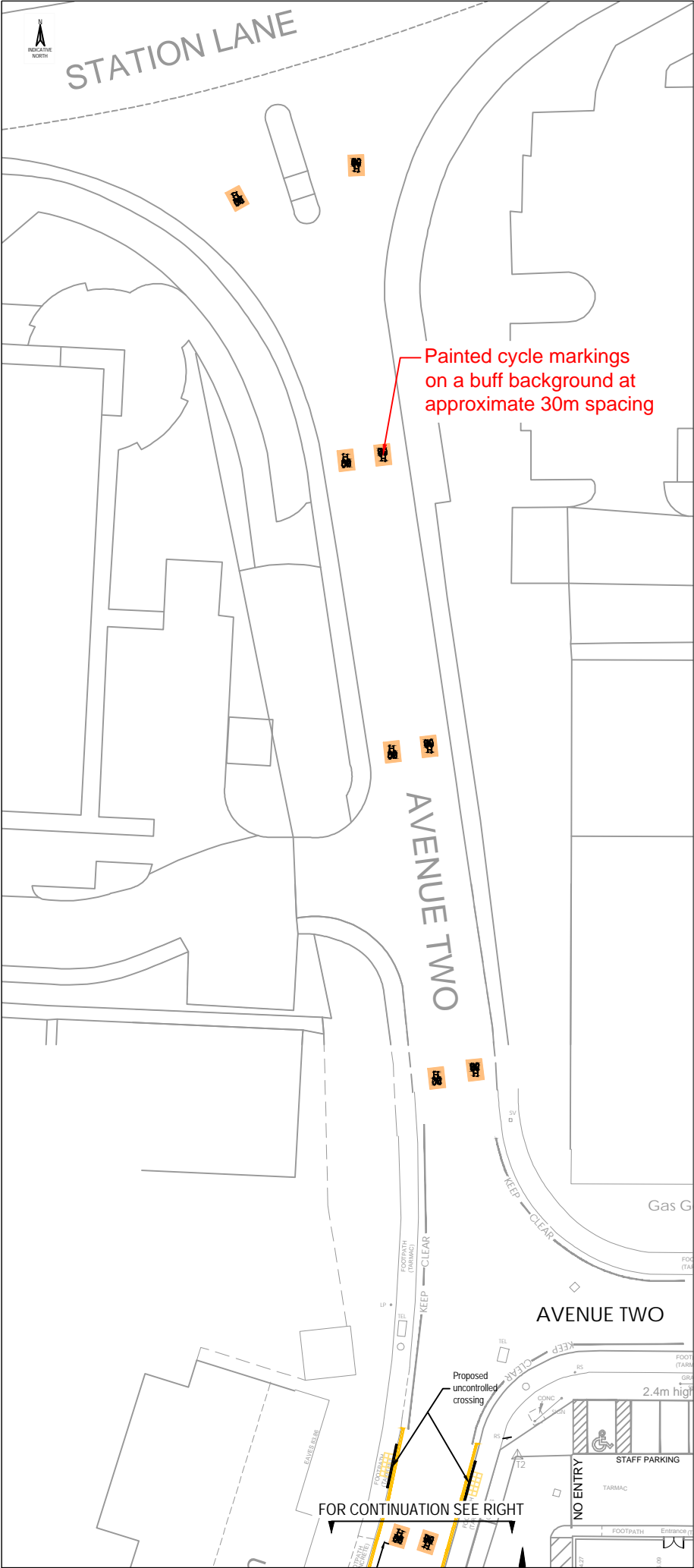
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COMMENTARY
As discussed with Witney Town Council, further enhancements are proposed in the form of signage on all the entry points to this stretch of road, refer to the locations called out opposite.

The extent of double yellow lines will make this road safer for cyclists (ie avoids the need for cyclists to navigate parked cars, fewer cars turning around in the road).

The crossing introduced to the northern end of the road gives pedestrians a safer route down the west side footway. The DYs also contribute to increased pedestrian safety due to the improved visibility.

Assessment of visibility on the existing site access has been carried out based on the layout of the road. Due to the road being a dead end, visibility has been measured to the nearest side of the cycle path through the underpass (as this is the only place that traffic can approach from). This makes it possible to save the corner parking bay, as desired by Witney Town Council, without compromising the safety of cyclists.

It is not considered practical to create a designated cycleway in this location due to the limited width of road available.

P5	16.12.21	Updated to OCC Comments	MB	MB
P4	16.12.21	Updated to OCC Comments	MB	MB
P3	06.12.21	Updated to WTC Comments	MB	MB
P2	18.11.21	OCC Issue	MB	MB
P1	17.11.21	Preliminary issue	MB	MB

Rev	Date	Description	By	Apvd
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PROJECT:
TRAVIS PERKINS, WITNEY

TITLE:
TRAFFIC REGULATION
ORDER PLAN - ALTERNATIVE

CLIENT:
TILSTONE MANAGING WAREHOUSE
REIT PLC

SCALE@A3:
1:500

PROJECT REF:
21198
DRAWING No:
001-1

REV:
P5

Revision Referencing
P = Preliminary A = Approval T = Tender C = Construction



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WITNEY TRAFFIC ADVISORY COMMITTEE MEETING

Held on Tuesday, 11 January 2022

At 2.30 pm in the Virtual Meeting Room via Zoom

Present:

Councillor A Coles (Chair)

Councillors:	J King	L Duncan
	J Aitman	A Prosser
	H Eaglestone	West Oxfordshire District Council
	M Johnson	West Oxfordshire District Council
	D Enright	Oxfordshire County Council
	T Fenton	Oxfordshire County Council
	C Hulme	Thames Valley Police
	K Hickman	Windrush Bike Project
	A Lyon	West Oxon Community Transport
	D Miles	Parish Transport Representative
Officers:	Kim Sutherland	Oxfordshire County Council
	Mike Wasley	Oxfordshire County Council
	Odele Parsons	Oxfordshire County Council
	Adam Clapton	Witney Town Council
	Claire Green	Witney Town Council
Others:	3 members of the public.	

T817 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Trevor Baylis from Stagecoach and Vanessa Scott from West Oxfordshire District Council.

T818 **PUBLIC PARTICIPATION**

The Committee adjourned for Public Participation.

Ronald King addressed the Committee concerning item 7b on behalf of the Richmond Witney Residents Association.

Rae Cather addressed the Committee requesting an update following a presentation on behalf of residents of Church Green, Witney, at the last meeting of the Witney Traffic Advisory (28th September 2021).

T819 TO ADOPT AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 28 SEPTEMBER 2021 (COPY ENCLOSED)

Councillor Jim King stated that he had given apologies for the meeting on 28 September 2021.

Resolved:

1. That, the apology from Councillor King be noted, and,
2. That, the minutes of the Witney Traffic Advisory Committee held on 28 September 2021 be approved and signed by the Chair.

T820 MATTERS ARISING FROM THE MINUTES NOT COVERED IN THE ACTION PLAN OR SUBSEQUENT ITEMS

T811 – Community Speedwatch. The Deputy Town Clerk advised Witney Town Council had agreed to work with the County Council on a pilot 20mph speed restriction scheme for the whole of Witney. Community Speedwatch would complement the scheme once it had been established and been through a public consultation. The Chair requested that any updates from the Witney 20MPH Working Party be added to the Action Plan for this committee.

T815 – Avenue Two, Station Lane - The Deputy Town Clerk advised the committee that Witney Town Council were in discussion with the developers at this site to try and improve the safety of the entrance to the Lake & Country Park and provision of disabled parking.

Resolved:

That, Town Council officers will keep this committee updated as the 20MPH for Witney discussions progress.

T821 CURBRIDGE ROAD TRAFFIC ISSUES

With the permission of the Chair, this item was moved up the agenda so the members of public present could hear the outcome.

The Committee received and considered correspondence from Witney Richmond Village Residents Association concerning the speed of vehicular traffic on the Curbridge Road. The residents of Richmond Village request a Vehicle Activated Sign be installed on the A4095.

Members acknowledged that a VAS can be a good idea, but that speed enforcement was also an issue. Members discussed the inclusion of this area in both the forthcoming 20MPH speed reduction working party and Community Speedwatch programme.

The resident was appreciative of potential future measures but asked that since these could be sometime in progressing, that the VAS continue to be considered as a priority measure.

Resolved:

1. That, the correspondence be noted, and
2. That, this area be referred to the Community Speedwatch task and finish group, and

3. That, this area be referred to the 20MPH speed reduction working party for consideration of inclusion.

T822 ACTION PLAN

Members received the Committee Action Plan of outstanding items.

T700 – Yellow lines at Compton Way and Judds Close – it was confirmed that the line painting was completed last year so this item could be closed on the action plan.

T762 – Concerns on Ducklington Roundabout. The concerns were ongoing. Members requested that at the very least signage could be introduced as a warning for pedestrians, e.g. 'Look Left, Look Right' as the current layout was very dangerous for pedestrians. County Council officers confirmed that a crossing had already been ruled out but they would investigate the possibility of an audit for the roundabout and immediate area in terms of walking and pedestrian safety.

T782 – Holloway Road – Traffic Calming. It was requested that this item be removed from the Action Plan as Cllr Coles had spoken to residents and other authorities and there was little else this committee could do at this point.

T794 – Low Traffic Neighbourhood – Burwell Meadow. County Council officers advised that signage had been requested. A study may be considered with an update provided at a later meeting.

T795 – Hailey Road/Farmers Close – Safety Concerns. It was confirmed that the hedge which was causing an obstruction has now been cut back. However, the dropped kerb is in the wrong place for children and families to cross safely.

T823 CLIMATE EMERGENCY

There were no new items to report at this meeting concerning the climate emergency.

Resolved:

That, Town Council officers contact the Climate Officer at West Oxfordshire District Council to enquire of any updates relevant to Witney.

T824 REPORT OF THE PRINCIPAL OFFICER - TRAFFIC SCHEMES AREA OPERATIONS (NORTH) - OXFORDSHIRE COUNTY COUNCIL

The committee received and considered the report of the Principal Officer concerning updates on several projects underway in Witney. Included within this were updates on the Witney Active Travel Scheme, a potential road crossing in West Witney, the Local Cycling & Walking Infrastructure Plan, a Low Traffic Neighbourhood Scheme at Burwell, and the emerging Local Transport & Connectivity Plan.

Members discussed the new active travel measures in operation on Corn Street. A query was raised around the type of lines that have been marked and whether there is an issue around adequate space for vehicles. Further, residents have complained to Councillors that the absence of white lines in the middle of the road have made it confusing for vehicular traffic.

Members were updated that an engineer had reviewed the visibility exiting from Corndell Gardens to Corn Street and it was confirmed that the implemented scheme had not altered visibility. There was potential for cyclists to be traversing this section with increased confidence and probably speed, and potentially this put them at higher risk from vehicles exiting Corndell Gardens. Further, it was requested a date when the incorrect signage on Corn Street will be removed.

Resolved:

1. That, the report be noted; and,
2. That, County Council officers confirmed that the cycle lane road marking on Corn Street should be dashed lines, not solid lines so they would check the cycle lane road markings on Corn Street and ensure that the designs have been implemented as planned; and,
3. That, County Council officers understood that the signage for Corn Street had already been corrected but would follow this up.

T825 TOWER HILL ROUNDABOUT

The Committee received and considered correspondence from a resident of Witney concerning the safety of pedestrians and cyclists at the roundabout at the bottom of Tower Hill.

Members were sympathetic to the concerns and were disappointed the resident had received no response from West Oxfordshire District Council or Oxfordshire County Council. County Council officers and the Thames Valley Police representative were asked if accident data could be made available for this committee and members agreed that the roads leading to the roundabout should be considered by the new 20mph for Witney working party.

It was advised that the Traffweb system that police reports are fed to is approximately 6 months behind on accident data. County Council officers confirmed that statistics can be organised for specified areas.

Resolved:

1. That, the resident correspondence be noted, and
2. That, the Chair of this committee would write to the resident directly, to include details on relevant forthcoming measures, and,
3. That, County Council officers request statistics for this roundabout, and,
4. That, these roundabout and surrounding roads will be considered as part of the LCWIP, and,
5. That, the roads leading to this roundabout will be referred to the 20MPH Working Party for possible inclusion in the reduced speed area.

T826 PEDESTRIAN SAFETY CONCERNS IN HIGH STREET

The Committee received and considered correspondence from a Witney resident regarding pedestrian safety, following the vehicle restrictions in High Street.

Members agreed that the current setup required improvements to make it clearer and safer for all users of the High Street.

Members discussed the Oxfordshire County Council update provided in the officer's report. An assessment visit was due to take place in the next week to review the measures needed, and that engagement with all users of the High Street would continue to inform the design stage.

Resolved:

1. That, the correspondence be noted, and
2. That, the Chair of this committee will write to the resident directly.

T827 ITEMS RAISED AT THE MEETING

A member raised the issue of parking for residents at The Crofts and asked whether this area could be considered for a residents parking permit scheme.

The Deputy Town Clerk brought attention to an Experimental Traffic Regulation Order (ETRO) in Corn Street, concerning the removal of unrestricted parking. The first review of the order was due in June, both the Town Council and this committee would review the consultation before that time.

Resolved:

That, Witney Town Council writes to the Parking Manager at West Oxfordshire District Council for an update to the next meeting.

T828 DATE OF THE NEXT MEETING(S)

Members were advised that the next scheduled meeting of this committee would be on Tuesday 22nd March 2022. Officers would continue to monitor the situation with the Covid-19 pandemic and arrange accordingly.

Resolved:

That, the date of the next meeting be noted.

The meeting closed at: 4.30 pm

Chair

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**20 MPH SPEED LIMIT WORKING PARTY MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Tuesday, 25 January 2022

At 4.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillors:	T Ashby L Duncan	A Prosser R Smith
Officers:	Adam Clapton Claire Green	Deputy Town Clerk Administration Support - Planning & Stronger Communities
Others:	No members of the public.	

1 ELECTION OF CHAIR

It was proposed and seconded that Councillor Duncan be elected Chair of the Working Party.

There being no other nominations it was:

Resolved:

That, Councillor L Duncan be elected Chair of the 20MPH Speed Limit Working Party.

2 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Aitman and Coles.

3 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

4 TERMS OF REFERENCE

The Working Party considered the draft Terms of Reference (TOR) for the Working Party.

It was noted that the Working Party would be reporting to the Climate, Biodiversity & Planning Committee and the TOR needed amendment to reflect this.

Resolved:

That, the Terms of Reference of the Working Party, as amended, be approved.

5 **20MPH ZONE SCHEME**

The Working Party considered the report of the Democratic & Legal Services Officer together with a plan showing existing speed limits in Witney.

Members welcomed Tim Shickle who was attending the meeting representing Oxfordshire County Council.

It was noted that the focus for the working party meeting was to discuss key roads in and around the town, consideration was given for risk and usage, proximity to schools and walking/cycling routes for children, likely driver compliance, local knowledge on routes and whether reductions in speed on specific roads might bring safer travel for all road users, looking at needs and constraints for individual roads.

Tim Shickle confirmed that this initiative would be a pilot project and nothing was irreversible. When the scheme was started OCC would be launching a county-wide marketing campaign to raise awareness, and additionally there would be some locally targeted advertising. It was recommended that any existing speed cameras are retained (which for Witney is just one camera on the Woodstock road).

A discussion ensued around the roads and areas. It was agreed that all housing estate roads should become 20mph at the point you turn into the estate.

Key routes were then discussed in turn, in the main it was agreed that existing 30mph roads would become 20mph, including Crawley Road, Hailey Road, Woodstock Road, Oxford Hill/Newland, Cogges Hill Road/Stanton Harcourt Road, Station Road (partly), Curbridge Road and Burford Road.

The point at which the 20mph restriction begins was debated, in particular Station Lane, Woodstock Road and Curbridge Road. It was mainly agreed that the start points would be where existing 30mph limits are introduced, some exceptions were applied. The agreed start points and zones would need to be mapped and circulated to members for final agreement before being referred to Full Council on 14th February, and onwards to OCC.

Additionally to the 30 > 20 amendments, it was agreed that a proposal would be put to OCC for reductions in speed limits on other roads. Including:

- Jubilee Way to be reduced to 40mph from current 50mph, with the possibility of this 40mph stretch being extended further East towards North Leigh, as indicated on the map.
- Deer Park Road to be reduced from 40mph to 30mph.
- Burford Road – Existing 40 mph reduced to 30mph and existing 30mph reduced to 20mph.

Following a discussion around driver compliance and the potential for speed to creep-up on long stretches, Tim Shickle introduced the possibility of installation of flashing signs that are a visual reminder to drivers of their travelling speed.

The design of these would need clarification and cost implications were not confirmed. OCC would be exploring procurement options and the three areas were to be mapped showing where potential VAS could be located.

Resolved:

That, the proposed speed limits and associated infrastructure as outlined at the meeting be mapped and circulated to Working Party members for approval prior to consideration by Full Council on 14 February 2022.

The meeting closed at: 5.30 pm

Chair

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Witney LCWIP Steering Group

20th January 2022

16:00-17:30

Microsoft Teams session

Attendees

Name	Role
Odele Parsons (OP)	Chair, Senior Transport Planner, Cherwell and West, Oxfordshire County Council (OCC), Odele.Parsons@Oxfordshire.gov.uk
Kim Sutherland (KS)	Transport Planner, Cherwell and West, OCC, kim.sutherland@oxfordshire.gov.uk
Joaquim Muntane (JM)	Active and Healthy Travel Officer, OCC
Ben Chadwick (BC)	Transport Planner – Active Travel, OCC
Amrik Manku (AM)	Growth Manager Cherwell and West, OCC
Cllr Ted Fenton (CTF)	OCC cllr (Witney West and Bampton), West Oxfordshire District Council (WODC) cllr (Bampton and Clanfield)
Cllr Ruth Smith (CRS)	Witney TC cllr (Central), Chair Climate, Biodiversity and Planning Committee
Stuart Cole (SC)	Researcher in Oxfordshire County Council iHUB
Cllr Duncan Enright (CDE)	OCC cllr (Witney North and East) and Cabinet Member for Travel and Development Strategy, WODC cllr (Witney East), Witney Town Council (TC) cllr (Witney East)
Adam Clapton (AC)	Witney TC deputy town clerk
Cllr Andrew Prosser (CAP)	Witney TC cllr (Witney North), climate change emissions expertise
Richard Fairhurst (RF)	Local coordinator for Sustrans, editor of cycle.travel
Lily Paulson (LP)	Climate Change Officer, WODC, standing in for Vanessa Scott
Kevin Hickman (KH)	Wheels for Wellbeing, Director Windrush Bike Project
Amine Kabouchi (AK)	WODC, standing in for Emma Philips
Josh Lenthall (JL)	Active Oxfordshire charity focused on reducing inequality through active travel, community engagement experience
Jon Clark (JC)	Healthy Place Shaping Officer, WODC
Penelope Marcus (PM)	Hanborough Parish Council Chair
David Walker (DW)	Sustainable Woodstock and Villages Travel Network, standing in for Colin Carritt

Apologies

Name	Role
Jacqui Cox (JC)	Infrastructure Locality Lead Cherwell and West, OCC
Robin Tucker (RT)	Chair Oxfordshire Cycling Network
Kevin Arnold (KA)	Windrush Bike Project
Colin Carritt (CC)	Secretary and Vice Chair of Sustainable Woodstock

Matt Roebuck (MR)	Heathy Place Shaping Partner, WODC
Vanessa Scott (VS)	Climate Change Officer, WODC
Janice Bamsey (JB)	Senior Planning Policy Officer, WODC
Emma Philips (EP)	Market Town Officer, WODC
Nick Dalby (ND)	Forestry and Landscape Officer, WODC
Merilyn Davies (MD)	Portfolio holder for communities, WODC

Item	Minutes and Actions
Approval of minutes from previous meeting	<ul style="list-style-type: none"> Approved
Actions arising	<ul style="list-style-type: none"> Outstanding action: KS to add deprivation areas to network map
Progress report	<ul style="list-style-type: none"> Project Scoping Report was approved by the Active Travel Programme Board on 22nd November Preliminary engagement has been taking place using the online consultation portal Let's Talk Oxfordshire. Comments will be included in the auditing process. Consultation finishes 31st January Capability Funding will be used to acquire consultancy support this calendar year for developing the LCWIP. Initial focus will be to assist with network auditing and the stages following this Witney High Street traffic restrictions were approved in December and the traffic regulation order has now been made permanent. Design work is taking place to improve signage and restriction point at each end Stage 1 is now complete Stage 2 data has been gathered and the next step is to write this up Stage 3 and 4 network planning is in progress
Discussion topic: Developing the cycling and walking networks	<ul style="list-style-type: none"> Key trip generators that attract a lot of people, either from across Witney or more locally, have been identified and clustered where possible. There are more trip generators that have not been mapped, but the intention of the LCWIP is to establish a comprehensive network that will enable all destinations to be reached by walking and/or cycling Additional trip generators to consider mapping include WODC offices on New Yatt Road, Sainsburys, care homes, Witney Rugby Club on Hailey Road, dog walking facilities East Witney development area requires modifying (Action: KS) Primary routes have been identified and these are often direct routes that follow main roads and encompass trip generators that attract people from across Witney Connecting routes have been identified to join primary routes and encompass more local trip generators

	<ul style="list-style-type: none"> • Route classification may change during the auditing process • Connectors to review and include if not done so already: Farm Mill Lane, Windrush Place to town via Curbridge Road, Puck Lane, Bridge Street – New Bridge Street. • The town centre core walking zone will be subject to a more thorough audit • Five Ways roundabout, Bridge Street double mini roundabout and Ducklington Lane roundabout will be subject to a more thorough audit • Consider A4095 to Bampton as an alternative to the B4449 mapped in the wider geographic scope. Agreed to audit both routes to determine which is more appropriate to include in the network. Also consider Mount Owen Road and the disused railway line as a potential route. See Study from 2011. • Need to ensure future routes within the East Witney SDA and connections to these are considered • New bridleway on New Yatt Lane may provide an alternative quiet route to North Leigh. Paul Harris is leading on greenways initiative and can provide more information. • Action: KS to add additional trip generators to network map • Action: KS to modify East Witney SDA presentation on map • Action: KS to review connectors considering comments and add any that are missing • Action: KS and OP to review area east of Brize Norton, south of Curbridge and west of Ducklington for alternative off-road connections to Witney from Bampton.
Discussion topic: Developing the audit criteria	<ul style="list-style-type: none"> • The first stage of network auditing is determining which routes actually need auditing and this is particularly relevant to cycling and sees routes classified according to criteria: <ul style="list-style-type: none"> ○ No cycle infrastructure at present and therefore broadly assessed in terms of what is possible according to LTN 1/20 ○ Some cycle infrastructure present and audit criteria used to assess infrastructure for possible improvements ○ Route already audited as part of previous work ○ Completely new route with nothing to audit and will simply be included in LCWIP • The audit criteria within the spreadsheets are one proposed way of auditing walking and cycling routes. In the case of cycling, this criteria was formed through the amalgamation of the Welsh Active Travel Cycling Route Audit Tool and the Healthy Streets Check and walking criteria formed through the amalgamation of the Welsh Active Travel Walking Route Audit Tool and the Healthy Streets Check

	<ul style="list-style-type: none"> • The Healthy Streets Check is a tool that was developed to assess the existing conditions of a street with the aim of making streets accessible for all and embedding public health in transport and planning. • The Welsh Active Travel guidance splits each auditing criteria into 5 design principles (although there is overlap between these principles) that encompass different measures to auditing: Attractiveness, Comfort, Directness, Safety, Coherence • Safety considered the most important criteria • The type of cycle lane should be included as an audit criteria within safety, and emphasis on segregation of modes • Discussion around the 70% threshold being counter intuitive to the routes that need the most infrastructure investment • Drainage may be an issue for walking related maintenance • Questioned whether 50m intervals for benches is too frequent and may disadvantage otherwise acceptable routes • Need to ensure that the routes that need improving are improved, not the ones that are already good • Consider auditing access to refreshments e.g., drinking stations • Action: OP and KS to continue refining the audit criteria and will share later iterations with steering group
AOB	<ul style="list-style-type: none"> • Please contact Odele Parsons or Kim Sutherland with further comments on the network or if you would like to volunteer with route auditing

Next meeting: Proposed 3rd March 2022.

Summary of actions:

- **KS** to map deprivation areas on network map
- **KS** to add additional trip generators to network map
- **KS** to modify East Witney SDA presentation on map
- **KS** to review connectors considering comments and add any that are missing
KS and OP to review area east of Brize Norton, south of Curbridge and west of Ducklington for alternative off-road connections to Witney
- **OP and KS** to continue refining the audit criteria and will share later iterations with steering group

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 15 February 2022

Title: Lake & Country Park – Rewilding

Contact Officer: Maintenance & Environmental Services Officer - Angus Whitburn

Background

The lake and country park is made up of the main lake, two meadows and several smaller parcels of land. The two meadows and the small parcels of land which make up the east side are completely unmanaged by Witney Town Council staff, contractors or volunteer groups.

PO4 of the adopted Open Spaces Strategy Action Plan is to identify areas for rewilding and to implement them by April 2022. Several areas have been identified which are hard to maintain due to access restrictions but also the value doesn't outweigh the costs to do so.

A group, Wild Witney has approached the Council for an area of land they can rewild and manage. The Maintenance & Environment Officer has held a meeting with the group and walked several areas with them that may be of interest.

Current Situation

The group's process is to follow the 12 steps of rewilding outlined by rewilding Britain. The area of land that has been discussed has been completely unmanaged since 2015 when grazing ended. This would help the group as they could skip step one of that process and move on to gathering information on the land, seeking advice and devising a plan.

The section of land that's been identified is an area south of where the old train line used to run. It's about 2.14 acres and is surrounded by trees and borders the River Windrush on the west side. This parcel of land is hard to access with vehicles and equipment making it hard to maintain by staff and contractors.

To give Wild Witney some autonomy over the land a user agreement could be created between Witney Town Council and the community group. This would enable Wild Witney to progress with the rewilding process without having to consult with the council at each stage but also keep certain aspects of the land under control such as the footpaths.

To publicise the project it would also be beneficial to install notice boards on both sides of this patch of land. The first stages of rewilding are fairly unnoticeable but this could spark interest in the project and help increase its support.

To reduce the potential risk's highlighted below its been discussed with Wild Witney to adopt a smaller section of land. This will help them to learn the process of rewilding become established and in future, this could be extended out beyond those boundaries. This has the added benefit that if the council decide to rewild the whole area the council could work with Wild Witney to achieve this.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

As well as reversing biodiversity loss 'Rewilding Britain' has also highlighted the added benefits rewilding has to remove carbon from the atmosphere,

'We calculate that restoring and protecting native woodland, peatbogs, heaths and species-rich grasslands over a total of six million hectares could sequester 47 million tonnes of CO2 per year'

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Trusting a community group with a section of town council owned land could set a precedent. Also if Wild Witney was to collapse their projects could be left unmanaged and unpleasing to visitors of the country park.

Historically the land has been used for farming and in rewilding the Council would be moving the land away from that use in the future. However, it is worth noting that the land would require substantial works to reintroduce grazing, such as repairing fences, hedge lines and harvesting the land while removing unwanted plant species.

Financial implications

Described here or as stated in the report above.

➤ Wild Witney haven't asked for any grant money to cover this project.

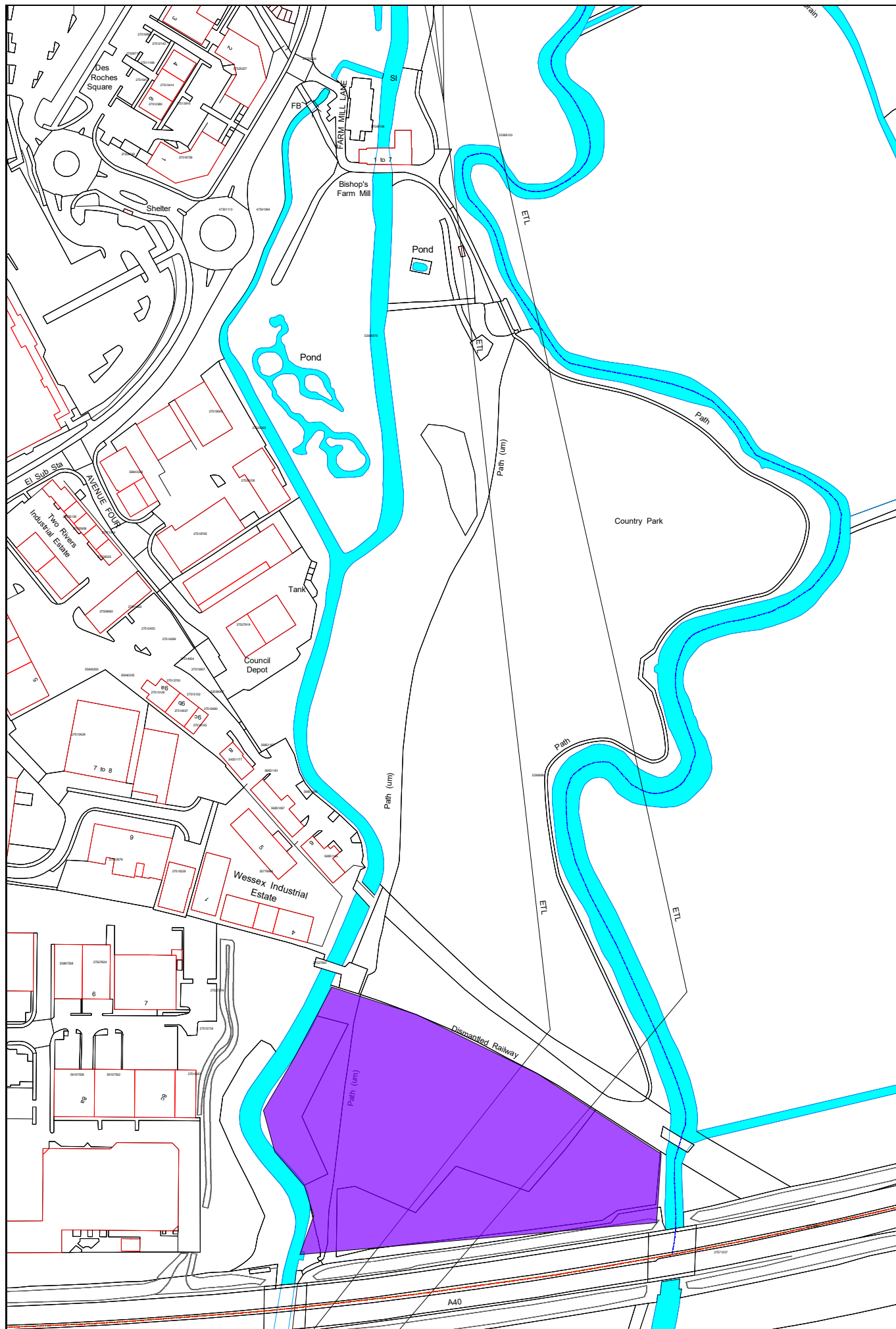
Recommendations

Members are invited to note the report and consider the following:

1. Agree upon the area to rewild or reject the proposal.

2. Delegate to officers to draft a user agreement between Witney Town Council & Wild Witney.
3. Discuss any points that are to be detailed in that user agreement (maintaining footpaths, planting of tree species, further consultation with the council on introducing habitats and new species).
4. Discuss the idea of installing notice boards informing users of the county park about the plan for the area.

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CLIMATE, BIODIVERSITY & PLANNING COMMITTEE

Date: Tuesday, 15 February 2022

Title: Lake & Country Park – Review of Watercourses

Contact Officer: Maintenance & Environmental Services Officer - Angus Whitburn

Background

The following was agreed at full council on the 6th of December 2021;

‘Complete a full review of watercourses of riparian ownership and set a program of works to ensure they are cleared and maintained’.

It was also agreed by Council to complete multiple small management statements for the lake and country park to feed these into the overall management plan of the area. The program of works for the watercourse would be one of those smaller statements.

Current Situation

The audit of Witney Town Council watercourses of riparian ownership is now completed. The watercourse has been neglected for a long time and multiple points in the river have substantially built up with fallen branches and debris. Each area has been grouped into manageable stages based on the logistics of transporting equipment and completing the task.

This is a rolling program that would take approximately 4-6 years to complete and once finished it would be an ongoing system of works to keep watercourses clear.

There is still work to be done on the watercourses that run through Witney Town Councils land. Landowners on the opposite side have substantial tree’s falling into the river which is not the responsibility of Witney Town Council to remove. The council are not in a position to request a trees removal from another landowner.

Environmental impact

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Risk

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

If continually left unmanaged these sections of the river will continue to accumulate branches and debris further obstructing the flow of the river.

Financial implications

Described here or as stated in the report above.

- An increased budget for equipment hire has been requested for next financial year to cover the need of forestry equipment.

Recommendations

Members are invited to note the report and progress to date.