

Witney Traffic Advisory Committee Meeting



Tuesday, 7th June, 2022 at 2.30 pm

To members of the Witney Traffic Advisory Committee - A Coles, D Enright, T Fenton, H Eaglestone, M Johnson, A Prosser, J Aitman, T Ashby, L Duncan, C Hulme, T Bayliss, K Hickman, A Lyon, M Upton and D Miles (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, The Corn Exchange, Witney** 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.

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

a) To adopt and sign as a correct record the minutes of the meeting held on 22 March 2022 (copy enclosed) (Pages 3 - 6)

b) Matters arising from the Minutes not covered in subsequent items

4. Oxfordshire County Council - Traffic Schemes & Traffic & Safety Reports (Pages 7 - 14)

a) To receive and consider the report of the Principal Officer – Traffic Schemes Area Operations (North)

b) To receive and consider the report of the Principal Officer – Traffic & Road Safety (North)

5. Items Submitted to the Town Clerk

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

- a) Cogges Farm - Parking on double yellow lines (Pages 15 - 16)

To consider correspondence from a resident regarding parking on double yellow lines near Cogges Farm.

- b) Parking in Madley Park (Pages 17 - 18)

To consider matters raised by the Madley Park Residents Association regarding parking issues on the estate.

6. **20mph Scheme for Witney** (Pages 19 - 20)

To receive an update in respect of the 20mph scheme.

A copy of the minutes from the Town Council's 20mph Working Party are attached.

7. **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.

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

To receive the date of the next meeting of Witney Traffic Advisory Committee for information.



Town Clerk

**WITNEY TRAFFIC ADVISORY COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Tuesday, 22 March 2022

At 2.30 pm in the Virtual Meeting Room via Zoom

Present:

Councillor A Coles (Chair)

Councillors:	A Prosser J Aitman	T Ashby L Duncan
Members:	T Fenton H Eaglestone M Johnson C Hulme T Bayliss K Hickman A Lyon	Oxfordshire County Council West Oxfordshire District Council West Oxfordshire District Council Thames Valley Police Stagecoach Windrush Bike Project West Oxfordshire Community Transport
Also present:	Cllr R Smith (from 3.05pm)	Witney Town Council
Officers:	Adam Clapton Claire Green Natalie Moore Odele Parsons Mike Wasley	Deputy Town Clerk Administration Support - Planning & Stronger Communities Oxfordshire County Council Oxfordshire County Council Oxfordshire County Council
Others:	No members of the public.	

T13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Maria Wheatley from West Oxfordshire District Council and Councillor Duncan Enright (OCC).

T14 PUBLIC PARTICIPATION

There was no public participation.

**T15 TO ADOPT AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 11
JANUARY 2022**

Resolved:

That, the minutes of the Witney Traffic Advisory Committee held on 11 January 2022 be approved and signed by the Chair.

T16 **MATTERS ARISING FROM THE MINUTES NOT COVERED IN SUBSEQUENT ITEMS**

T8 Corndell Gardens/Corn Street. A member raised the issue of poor visibility when turning from Corndell Gardens into Corn Street, this had been discussed at the last meeting. Odele Parsons will follow this up.

T6 Action Plan. The Deputy Town Clerk advised that going forward, the Action Plan would be dropped, and that Members and Officers would more actively use the minutes to drive items forward.

T17 **TERMS OF REFERENCE**

Members discussed the current Terms of Reference, and what improvements could be made to the list of representatives. Suggestions for additions included a taxi representative, a Chamber of Trade contact, and a last-mile delivery driver representative.

Resolved:

1. That, Volunteer Link-up be removed, and,
2. That, the Deputy Town Clerk will contact the Chamber of Commerce and invite a representative,
3. That, the Deputy Town Clerk will contact Licensing at West Oxfordshire District Council to discuss a possible taxi driver representative, and
4. That, going forward the Committee will continue to consider membership from any relevant traffic/travel parties that are not currently represented.

T18 **REPORT OF THE PRINCIPAL OFFICER - TRAFFIC SCHEMES AREA OPERATIONS (NORTH) - OXFORDSHIRE COUNTY COUNCIL**

The Principal Officer introduced Natalie Moore from Oxfordshire County Council. Natalie would be representing OCC on this committee for the rest of this year whilst Odele Parsons has other commitments.

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 Windrush Bike Project Barriers Report, Schemes to be delivered from Windrush Place S106 funding, the Witney Local Cycling and Walking Infrastructure Plan (LCWIP), the A40/B4022 Shores Green access, the design for accommodating the traffic restrictions on High Street, a Low Traffic Neighbourhood Scheme at Burwell, the emerging Local Transport & Connectivity Plan, Public Transport at Windrush Place and Speeding at Curbridge Road.

A member questioned whether there was any more detail on the timing of implementation of works to the High Street, in particular whether any signage might be forthcoming – there is currently no signage in place to support the Order. Members further questioned the implementation of the scheme and whether there was any indicative layout or early plans.

Members were updated that design work is progressing and that stakeholders and particularly frontage businesses would be invited to a charette to develop a masterplan. The new layout could include wider footways, a narrower roadway, increased seating, increased outdoor event space. The design will be more about activities and less about traffic.

A member raised the traffic order in the area fronting The Angel pub and asked if this is expired.

A member raised the issue of the cycle lane on Corn Street being too narrow and requested that it be reviewed.

Resolved:

1. That, the report be noted; and
2. That officers will seek an update from West Oxfordshire District Council clarifying the expiry date of the traffic order outside of The Angel pub;
3. The issue of cars parking in part of the cycle lane (car door buffer) has been reported in the 'snagging' list for Corn Street. Issues raised regarding the safety of the Corn Street cycle lanes running adjacent to the car parking spaces, will be audited as part of the LCWIP;
4. Oxfordshire County Council officers will continue to follow up timeframes and status of remedial works required for the anticipated start of the bus service route for Windrush Place;
5. Oxfordshire County Council officers will review the road markings on the slip roads for entering and exiting the A40 at Ducklington Lane, with a view to provide a clearer indication of traffic direction for pedestrians wishing to cross the slip road, potentially 'Look Left/Look Right' road markings; and
6. Oxfordshire County Council officers will review a request from a member to re-instate the 'SLOW' road marking on Valence Crescent near Tesco, that hasn't been re-painted following the recent re-surfacing works.

T19 **EXPERIMENTAL PARKING RESTRICTIONS - CORN STREET**

Members discussed the parking issues on Corn Street, it was raised that a lack of parking enforcement limits the effectiveness of double-yellow lines, but safety improvements are welcomed.

Resolved:

That, the correspondence be noted.

T20 **AVENUE TWO, STATION LANE - PARKING RESTRICTIONS CONSULTATION**

The Deputy Town Clerk re-iterated that safety was at the heart of the Town Council's formal consultation response. It was confirmed that the proposal was being heard at an Oxfordshire County Council meeting on 24th March 2022.

Resolved:

That, this committee will be updated on the decision at the next meeting.

T21 **20MPH SCHEME FOR WITNEY**

The Deputy Town Clerk gave a verbal update confirming that the 20MPH Working Party had submitted suggestions for areas and zones within Witney that could benefit from the reduction in vehicle speed limit. Oxfordshire County Council are reviewing the feasibility of this and will come back to the working party for another meeting before any consultation process is started.

Resolved:

That, further updates will be brought to this committee as the project progresses.

T22 **BURFORD ROAD CAR WASH**

The committee received and considered correspondence from a Witney resident regarding the matter of queuing traffic at the car wash on the Burford Road. The matter was discussed by members of the committee with differing opinions on whether the queues presented a danger.

Resolved:

That, the Chair would visit the location at peak time and reply to the resident.

T23 **COMMUNITY SPEEDWATCH**

The chair gave a verbal update, the committee were advised that the Community Speedwatch scheme had not been able to move forward due to a lack of interested volunteers.

Resolved:

That; the committee continue to consider Community Speedwatch for Witney and that the need for the scheme should be reviewed and a new volunteer recruitment drive launched following the implementation of the 20MPH for Witney project.

T24 **ITEMS RAISED AT THE MEETING**

No other issues raised.

T25 **DATE OF THE NEXT MEETING(S)**

Members were advised that the next scheduled meeting of this committee would be on Tuesday 7th June 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: 4.00 pm

Chair

Oxfordshire County Council Infrastructure Locality Team Update to Witney TAC

June 2022

Infrastructure Locality Team Update – contact Natalie Moore

1. Windrush Bike Project Barriers Report

A timeframe for works has been requested but not yet provided. Council have not been able to progress this as quickly as we would have liked due to resource shortages. When a programme of works is made available, the TAC group will be updated.

2. Windrush Place S106 West Witney

A timeframe for works has been requested but not yet provided. Council have not been able to progress this as quickly as we would have liked due to resource shortages. When a programme of works is made available, the TAC group will be updated.

3. Witney Local Cycling and Walking Infrastructure Plan (LCWIP)

A steering group meeting was held in April to discuss the vision for the LCWIP. This has now been drafted and will be shared with the steering group in due course. Pell Frischmann have commenced work on stages 3 and 4, which is auditing of potential cycle and walking routes to include in the LCWIP network.

The next steering group meeting is due to take place on Thursday 16th June and an update on the network auditing will be provided here.

4. A40/B4022 Shores Green, Access to Witney

The final documents of the Environmental Impact Assessment (EIA) as part of Planning Application have been submitted to the local planning authority in March 2022 and subsequently validated at the beginning of April 2022. The determination period for the Planning Application has commenced upon validation completion and programmed to be completed July 2022 as part of an overall programme to reach scheme completion by the late 2024.

The procurement of a detailed design consultant is being progressed with OCC internal teams to award contract in mid-2022 (target).

Please direct any queries to a40corridor@oxfordshire.gov.uk.

Please see webpage [A40 Access to Witney | Oxfordshire County Council](#)

5. High Street, Witney

Oxfordshire County Council has been successful in bids for funding from the Government's third tranche of active travel funding with an award of a £10.4 million grant. This includes £1.9 million towards Witney High Street.

The funding is expected to be received in July and a project team will be set up, with engagement a key element. The Government expect clear benefits for people walking and cycling, and to the public realm, from the schemes awarded funding, and Active Travel England have already commented on details that they expect to be included in the various proposals in order to ensure that they are meeting the standards set out in LTN 1/20.

6. Draft Local Transport and Connectivity Plan (LTCP)

LTCP Part 1 has been submitted for approval by Cabinet in June and adoption at Full Council in July. This sets out the targets and policies that will be required to meet the County Council's ambition to deliver a net-zero transport network, replace a high proportion of car trips and deliver on vision zero in terms of fatalities.

The work then begins to apply these policies and targets and the local level. Some of the area strategies have had to be fast tracked to meet particular local deadlines (Central Oxfordshire and Didcot), but Witney will be in the next phase of studies that will start from July. A programme including engagement and consultation will be set out.

7. Low Traffic Neighbourhood (LTN) - Burwell Meadow

The Automatic Number Plate Recognition (ANPR) survey is still on the programme for this financial year. Officers will be meeting mid-June to discuss the details and booking the survey in with the Traffic Monitoring Team.

8. Public Transport via Centenary Way at Windrush Place

Stagecoach have confirmed that the road surface is now suitable for buses to access the development, however, the Council are awaiting a network review exercise to be completed before services can commence.

9. Avenue Two, Witney

The draft Section 278 Agreement for the works is awaiting solicitor completions. The contractor has confirmed that they plan to carry out the work in two halves with no road closures. It is intended that the work will be done later in the Summer, a programme and traffic management plan is being worked up and will be shared in due course.

10. Road Closure outside of The Angel Public House, Market Square.

The Temporary Traffic Regulation Order (TTRO) expired in March 2022; however, the Pavement Licence expires this September.

The Angel Inn PH have requested an Experimental Traffic Regulation Order (ETRO). Council is awaiting information from them in order to progress the

ETRO and in the meantime; have been asked to design a restriction scheme that would also consider the safety concerns that have been raised.

Due to resourcing pressures, officers have been unable to design the requested scheme, but it is on the work programme and will be addressed shortly.

The Council's Licensing and Streetworks Team have been requested to follow up on the use of the Pavement Licence whilst no TTRO / ETRO is currently in place.

11. Parking opposite Cogges Farm

Following the double yellow lines and restrictions that were introduced in 2021; a quote for bollards to prevent access to the verges has been requested.

An update on timeframe for bollard installation will be provided at the next meeting.

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Witney TAC – 7th June 2022

Traffic & Road Safety Report

Upcoming and completed carriageway works

Name	Parish	Road Name	Description of Works	Delivery *
Carriageway Improvement	Witney	West End/Hailey Rd/Witney Rd Rbt	Structural Patching/Surfacing	2022-23 Programme
Carriageway Improvement	Witney	Downs Road	Minor Patching	Apr-Oct 2022
Carriageway Improvement	Witney	New Yatt Road	Minor Patching	Apr-Oct 2022
Footway Improvements	Witney	Burwell Drive – Curbridge Rd – Burwell Meadow	Footway Slurry	March 2022
Carriageway Improvement	Witney	Corn Street – 200-230	Carriageway Micro	2022-23 Programme
Carriageway Improvement	Witney	Orkney Place	Carriageway Micro	2022-23 Programme
Carriageway Improvement	Witney	Park Road	Carriageway Micro	2022-23 Programme
Carriageway Improvement	Witney	Burwell Meadow	Carriageway Micro	2022-23 Programme
Carriageway Improvement	Witney	Saxon Way	Carriageway Micro	2022-23 Programme
Carriageway Improvement	Witney	Swinburn Place	Carriageway Micro	2022-23 Programme
Footway Improvement	Witney	Quarry Road	Footway Slurry	2022-23 Programme
Drainage Improvements	Witney	Various rural routes	Verge side Grip Cutting	April to September 2022
Drainage Improvements	Witney	Various routes	Maintenance Clearance/Survey Works	April To April
Drainage Improvements	Witney	Newlands	Drainage Improvements	April to Dec 2022
Drainage Improvements	Stonesfield	Ridings Close	Drainage Improvements	April to Dec 2022
Drainage Improvements	Black Bourton	Burford Road	Drainage Improvements	April to Dec 2022

Upcoming Lining

If there are any specific sites that our feel needs refreshing, then your input would be appreciated.

B4022 Jubilee Way to South Leigh junction & Shores Green area	Road markings as detailed on plan
Highworth Place	Double yellow lines to be completed - requested by WODC
Church Lane and Stanton Harcourt Rd	Refresh 3 x APMs
Burford Road	Hand work between Deer Park Rd junction and end of 40mph limit heading west
Langdale Gate	To check and mark up if necessary - HIAMS request
Burwell Meadow/Thorney Leys Rd	Thorney Leys Rd/Burwell meadow junction markings & approach lines
Thorney Leys x 2	Junction markings & approach lines at both junctions with Thorney Leys Rd
Tower Hill Mini Roundabout	Junctions from Burford Rd both sides & Tower Hill and lane lines coming down from West Witney and hatching
Windrush Valley Rd / layby junction	Junction markings & approach liens
WVR layby/junction roundabout end	Junction markings
Ducklington Lane by Nos. 2-14	Junction markings & approach lines x 1
Ducklington Lane/A415	Junction markings & approach lines x 5
High St/Bridge St	To check out and mark up as necessary - HIAMS request
West End	Nos. 39 to end - DYL into Crawley Rd and Hailey Rd

Welch Way	Check out and mark up as necessary
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Current Projects

The 'Leys' Traffic Calming: -

Some minor amendments to be made following WTC informal consultations once complete we'll go out to Formal consultation.

Hailey Road - Witney Community Primary School: -

Due to safety concerns raised Improved signing to be erected shortly / with the upgrading of the Belisha Beacons to take place in the new financial year. - Ongoing

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Agenda Item 5a

I phoned this morning regarding cars and and Ice cream van parking on the double yellows on the corner opposite Cogges Farm blocking access for disability buggies and wheelchairs. This area needs to be clear as some wheelchairs need to use the end of the path as it is level with the road. There is a kerb there as well which is difficult for some wheelchairs. The ice-cream van usually straddles the path and parks up to the first lamppost but she said she cannot sometimes as vehicles park on the grass verge when going into Cogges Farm or the Cafe. Admittedly there are no signs there telling people not to park there on the verge. This problem will definitely get worse when the weather warms up and families come to the play area which is now well attended. On your advice I have phoned O.C.C.

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Madley Park Residents Association - Parking Issues

I'm writing to you as secretary of the Madley Park Residents Association about concerns raised by some residents on the dangers of the parking at both ends of Harvest Way. Particularly at the Jubilee Way end there is usually a long line of parked cars causing a blind spot for drivers leaving the estate. It has also been flagged up as a danger to school children crossing along there on their way to school. Is there any way in which parking would still be allowed but in such a way as not to be dangerous?

The other place we are highlighting is Northfield Farm Lane, along the back of the Co-op nursery, where I live. At school drop off times parents are parking right along to and sometimes slightly beyond the corner, meaning there is poor visibility for traffic coming round the corner. Having watched this several times, I'm concerned that an accident will occur, and I have written to the school asking them if they could request that parents use the Co-op car park.

The other problem we think this is causing is to do with our bin collection, since the line of cars blocks off the waiting bins. The last two grey bin collections have been missed, even though the collections were made further on in Woodbank, suggesting that they couldn't stop safely to collect ours.

If you could look into this and see what might be done, we'd be very grateful.

Many thanks

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

Held on Monday, 23 May 2022

At 4.15 pm in the Virtual Meeting Room via Zoom

Present:

Councillor L Duncan (Chair)

Councillors:	J Aitman T Ashby	A Prosser R Smith
Officers:	Adam Clapton Claire Green	Deputy Town Clerk Administration Support - Planning & Stronger Communities
Others:	Geoff Barrell (Oxfordshire County Council)	

1 APOLOGIES FOR ABSENCE

All members were in attendance at the meeting.

2 DECLARATIONS OF INTEREST

Members declared a non-prejudicial interest insofar as they were all residents of Witney and proposals would affect the whole town.

3 MINUTES

The minutes of the meeting of the Working Party held on 25 January 2022 were received and adopted.

Members were advised the time frame and details of consultation would be covered by the attending County Council Officer.

4 20MPH SPEED RESTRICTIONS UPDATE

Members received and considered the report of the Deputy Town Clerk and addendum, latterly circulated with updates from Oxfordshire County Council.

The Working Party discussed the potential of Witan Way remaining at 30mph but stressed there was currently no safe cycling path on the eastern section and there were two pedestrian crossing points on the western section; the latter including Farm Mill Lane which was a key route for the strategic Witney East development into the town centre.

The County Officer raised the prospect of beginning the 20mph limit at Avenue Two as this was an active travel route from Ducklington, and the Lake & Country Park and the avenue would also

have a limited speed restriction. Members agreed, as the scheme needed to be as simple and logical as possible.

Members also considered speed limit buffer zones on the approaches to Crawley Road, Hailey Road, and New Yatt Road.

County Officers questioned whether buffers were needed in certain areas; New Yatt and Crawley Roads for instance, were derestricted roads and the alignment of the physical infrastructure already resulted in speed reduction. There was further discussion to be had with Hailey Parish Council on a buffer between the two parishes, but town councillors stressed they would like to see a speed restriction of 30mph due to school age cyclists and pedestrians travelling into Witney. There was agreement that where the limit changed, this would be highlighted by road surface marking and repeaters on the route.

The question of other approaches had not yet been fully discussed at County level. These included, Curbridge Road, Oxford Hill and Woodstock Road; all were areas the town council had suggested buffers, extended restrictions and/or VAS warning signs.

The County Officer advised there was no official timeline yet, but it was hoped the completed scheme could go to consultation soon, with a County Cabinet decision made towards the end of July. It was agreed that a final map showing all changes and repeater/VAS locations should be presented to the town council for clarity ahead of the consultation stage.

Recommended:

1. That, the entirety of Witan Way has a speed limit of 20mph; and
2. That, this begins at Avenue Two, Station Lane as you approach The Leys/Sainsburys;
3. That, the County Council explored all further approaches/buffer zones into Witney;
4. That, the County Council provides a map showing the final scheme to the town council prior to consultation.

The meeting closed at: 5.00 pm

Chair