

Witney Traffic Advisory Committee Meeting of Witney Town Council



Tuesday, 26th March, 2024 at 2.30 pm

To members of the Witney Traffic Advisory Committee - A Coles, M Brooker, D Enright, T Fenton, J Aitman, T Ashby, S Simpson, R Smith, C Hulme, T Bayliss, K Hickman, A Lyon, D Miles and A Bullock (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

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

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Committee Clerk derek.mackenzie@witney-tc.gov.uk in advance.

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 Deputy Town Clerk or Committee Clerk 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 16 January 2024 (copy enclosed) (Pages 3 - 8)**

b) **Matters arising from the Minutes not covered in the Action Plan or subsequent items**

4. Oxfordshire County Council Reports (Pages 9 - 11)

To receive and consider the report of the Oxfordshire County Council Place Planning Team.

5. Community Speedwatch Update

To receive a verbal update on the Community Speedwatch scheme from the Chair and officers.

6. **Public Transport Update**

To receive an update from members, present on any public transport matters, if appropriate.

Also, at the request of the Chair, to discuss bus user's feedback and the facilitation of a Witney Bus Users public meeting.

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

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

a) **Deer Park Estate - Parking** (Page 12)

To receive correspondence from a resident (via Cllr T Ashby) regarding parking issues in Raleigh Crescent, Deer Park, Witney.

b) **H2 Bus Service Extension - Correspondence received** (Pages 13 - 14)

To receive correspondence from Oxfordshire County Council regarding in response to a letter from the Committee following the meeting held on 16 January 2024, minute no T5 refers.

8. **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.

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

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

The scheduled meetings for the new municipal year are: 11 June 2024, 24 September 2024, 21 January 2025 and 18 March 2025 all at 2.30pm.



Town Clerk

WITNEY TRAFFIC ADVISORY COMMITTEE MEETING

Held on Tuesday, 16 January 2024

At 2.30 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor A Coles (Chair)

Councillors:	D Enright	S Simpson
	J Aitman	R Smith
	T Ashby	
	S Simpson	
	R Smith	
Others:	C Hulme	T Bayliss
	D Miles	A Bullock
Officers:	Adam Clapton	Deputy Town Clerk
	Claire Green	Administration Support - Planning & Stronger Communities
	Mike Wasley	Oxfordshire County Council
	Odele Parsons	Oxfordshire County Council
	Hanaii Faour	Oxfordshire County Council

3 members of the public.

T1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Ted Fenton and A Lyon from West Oxfordshire Community Transport.

An apology for absence was also received from R Steere from the Witney Chamber of Commerce; A Bullock acted as substitute and confirmed he would be the organisation's representative at future meetings.

T2 PUBLIC PARTICIPATION

The Committee received representations from three residents followed by questions from Members.

D Bold spoke in relation to a study which had taken place in Harvest Way Witney and which had led to proposed safety changes referred to in agenda item 4.11

J Fisher spoke in relation to agenda item 8(a) regarding an extension to the H2 Hospital Bus Services.

A Slade spoke regarding cycling on pavements, particularly in Witan Way.

As the final item was not on the agenda, the Chair agreed to discuss amongst Members at this juncture. There was agreement cycling on pavements was an issue, not just here but across the town but there were limited resources for enforcement. A segregated cycle way was proposed at Witan Way in the County Council's Local Cycling, Walking & Infrastructure Plan as yet this was unfunded.

T3 **MINUTES**

The Committee received and considered the minutes of the Traffic Advisory Committee meeting held on 26 September 2023.

Resolved:

That, the minutes of the Witney Traffic Advisory Committee meeting held on 26 September 2023 be approved and signed by the chair

There were no matters arising from the minutes of the meeting held on 26 September 2023.

T4 **WITNEY FESTIVAL OF FOOD & DRINK**

At the request of the Chair, this item was raised for inclusion and moved this up the agenda for discussion.

The Market Towns Officer from West Oxfordshire District Council presented the item regarding a Food Festival which would run in Witney High Street from 12-14 April 2024; it was not a District Council event and was being run by an external company. The District Council was helping them facilitate as the event, in the centre of Witney, would hopefully help businesses with footfall in the town.

Although generally supportive, there were concerns from the Stagecoach representative about the event resulting in the displacement of passengers and impact of services in the centre of the town for a prolonged period.

There were further questions from Members about the event who were advised the organiser would be employing an accredited traffic management company to ensure compliance with all necessary actions and consultations.

Resolved:

That, the verbal update be noted.

E Philips from West Oxfordshire District Council left the meeting at 3.02pm

T5 **H2 BUS SERVICE EXTENSION REQUEST**

The Committee received a document provided by the member of public in attendance which outlined the potential of the H2 bus route being extended to further Oxford hospitals.

There was discussion on the commercial viability of a stand-alone bus service and confirmation the current service was tendered by Oxfordshire County Council. Any decision to extend the service would need to be made to them and would be dependent on costs and funding.

Members were generally supportive of the suggestions and agreed the Committee should write to the County Council to ask if the request could be considered.

Resolved:

That, the Committee writes to Oxfordshire County Council to request they scope and consider extending the H2 bus service.

T6 **OXFORDSHIRE COUNTY COUNCIL REPORTS**

Members began by discussing the item in the report relating to Harvest Way so the member of the public could hear the outcome.

Cllr R Smith joined the meeting during this item at 3.10pm

County Council officers advised this had been discussed at a previous meeting and three options were possible to help alleviate the road safety issues encountered by residents.

Members were advised there were funds in the new financial year to add keep clear white lines at the dropped kerb points to keep the crossing free of traffic, but the road safety budget was already oversubscribed and would not stretch any further. It was agreed this was a good start and may alleviate the issue; in the meantime, a zebra crossing would be scoped and added to the County Council's Local Cycling & Walking Infrastructure Plan (LCWIP) aspirations for the area.

Also in the report, the Committee was advised the A40 Shores Green road had entered the detailed design stage but objections to the Compulsory Purchase Order had led to a Public Inquiry which would delay the scheme, much to the disappointment of Members.

Other updates were provided on the Burford Road Signal Crossing, Witney bus stop improvements, bus service changes, planned lining works, Ley's traffic calming, a District Council UKSPF funded signage/wayfinding project, and the Bridge Street Area Appraisal. The latter was an important piece of work regarding Bridge Street/West End Link Road options which would require stakeholder and public engagement later in the year.

Cllr D Enright joined the meeting during this item at 3.36pm

Finally, there was discussion on High Street temporary and long-term changes. There was agreement the temporary buildouts had taken too long to install but officers were looking to meet the timescales of the long-term works which were due to be completed in Spring 2025. Further work on the scheme may be delayed slightly this year due to elections in May. There had been no decision on the implementation of ANPR at the entrances to the project area.

Resolved:

1. That, the County Council report updates be noted and,
2. That, Cllr R Smith advised Madley Park residents that white lines will be added to the road and the issue would be added to the LCWIP.

T7 **5 WAYS ROUNDABOUT IMPROVEMENTS**

At the request of the Chair, this item was moved up the agenda so County Council officers could advise Members.

The Chair asked County Council officers if plans to upgrade this roundabout, as outlined in the LCWIP, could be expediated following further accidents here in recent months.

In response, it was advised that short-term improvements were being considered by the County Council, but it wouldn't be the full LCWIP proposal as there were not sufficient funds at this time for the 'Dutch-style' project.

Resolved:

That, the update be noted.

T8 **LANE RENTAL SCHEME PROPOSAL CONSULTATION**

The Committee received notice of Oxfordshire County Council's open consultation on a Lane Rental Scheme which would invoke charges for utility companies on the County's busiest roads.

Members were pleased to see this issue being considered and could see potential benefits and problems with the scheme. It was felt there would be no overall consensus by the Committee which would enable a response, so Members were advised to share consultation details with their organisations, and to enter a response if appropriate.

Resolved:

That, groups/organisations make individual responses to the County Council's Lane Rental Scheme Consultation.

T9 **COMMUNITY SPEEDWATCH**

The Committee received a verbal update from the Chair and Officers regarding the Community Speedwatch Scheme administered by the Committee.

The first session of the group had taken place earlier in the day at Curbridge Road, Witney. It had been a learning curve with 4 volunteers and a member of the Eynsham group who had provided advice during the session. 200 vehicles had been monitored; one offender was travelling at 48mph but approximately 75% were driving safely. One local resident had approached the group to thank them in keeping the community safe.

There were four sites entered for the scheme and areas to consider. Roads with schools were the primary sites, but more could be done with extra volunteers. Two further dates were pencilled for February and March.

Resolved:

That, the verbal update on the Community Speedwatch scheme was noted.

T10 **PUBLIC TRANSPORT UPDATE**

The Committee received verbal updates from the Independent Transport Representative and the Member from Stagecoach.

West Oxfordshire Community Transport had procured a new bus from community transport grant funding and the Oxford Tube was working well and being well-used. Botley Road would be re-opening in October but utility works were then planned. Stagecoach was also looking at the possibility of making the S2 service an express.

Resolved:

That, the update be noted.

T11 **DOWNNS ROAD, WITNEY - SPEEDING ISSUE**

Cllr Ashby asked if options could be provided to reduce speeding in Downs Road.

There was discussion on data which verifies the issue but acknowledgement the housing developments of Windrush Place and Colwell Green were adjacent to the road, as was the farm which may be developed in the future.

County Council Officers agreed to look through their data from 2023 ahead of the next meeting. Accident data for all areas in Witney would be beneficial as the Chair had also been passed correspondence from Mill Street about speeding there. Without evidence it was difficult to pinpoint areas of concern and where Speedwatch might be deployed; Mill Street would not be appropriate due to the narrow nature of the pavements.

Resolved:

1. That, the report be noted and,
2. That, the Chair liaises with the resident of Mill Street to explore the issues at the location and,
3. That, accident data for the whole of Witney (including Downs Road) is provided for the next TAC meeting.

T12 **ITEMS RAISED AT THE MEETING**

M Wasley from Oxfordshire County Council advised this would be his last meeting as he was leaving his position in March.

The Chair, along with other Members of the Committee thanked Mr Wasley for all his work and support to this particular Committee over many years and advised he would be sorely missed.

The Deputy Town Clerk advised the town council had been notified of a Notice of parking order at the Woolgate Car Park; it would result in a further long-stay car parking area in the car park which would help workers within the town.

A Bullock of Witney Chamber of Commerce advised R Steere had sent apologies to the meeting.

T13 **DATE OF THE NEXT MEETING(S)**

Members were advised that the next scheduled meeting of this committee would be on Tuesday 26 March 2024.

The meeting closed at: 4.10 pm

Chair

Witney TAC Report by Oxfordshire County Council March 2024 Place Planning Team Update

Lead officer: Odele Parsons, Place Planning and Coordination West Team Leader,
Odele.parsons@oxfordshire.gov.uk.

1. A40/B4022 Shores Green, Access to Witney (Major Project, funded)

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

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

Planning permission for the Scheme was granted by the County Planning Authority in July 2023. A further planning application to make some minor design variations as a result of design evolution was granted permission in March 2024.

A Public Inquiry to determine whether the Compulsory Purchase Orders (CPO) and Side Road Orders (SRO) required to deliver the Scheme was held on the 14th and 15th March 2024. The CPO and SRO will allow the County Council to assemble all the land needed, and to make the necessary alterations to the highway, to deliver and construct the Scheme. There was only one objection to the orders considered at the public inquiry. Following the close of the inquiry, the Inspector will now write a report to the Secretary of State (SoS) for Transport recommending whether or not the Orders should be confirmed. The SoS will then determine whether the orders should be confirmed (this decision is typically within 3 to 6 months). In the meantime, the council remains committed to seeking to acquire all of the land interests that it requires for the scheme through private negotiation wherever possible.

Detailed design work is now underway. A build contractor has been engaged to develop delivery and construction plans and to work with the designer, project team and the County Planning Authority to discharge all planning conditions over the next 3 to 6 months. Construction of the Scheme is programme to commence in late 2024 (subject to confirmation of CPO and SRO – see above).

The project team also working with South Leigh and High Cogges Parish Council to deliver a traffic calming scheme along South Leigh Road, Station Road and Chapel Road that will be delivered as part of the Access to Witney scheme construction. There will be public notices regarding the relevant traffic regulation orders published in Spring 2024.

2. High Street and Market Square Active Travel 3 (Stage: Design and implementation - funded)

Webpage: [Witney High Street and Market Square enhancements scheme](#)

Email: witneyhighstreet@oxfordshire.gov.uk.

Phil Jones Associates (PJA) have been appointed to the Feasibility and Preliminary Design stages of work through competitive tender process. Throughout the design phase we will be holding three member briefings, led by PJA, where we will update on progress and present emerging designs and seek feedback to inform the proposed design. This work will culminate in the public consultation of the proposed design to seek feedback from across the community.

3. Bridge Street Area Options Appraisal Report (stage: Investigation/ feasibility)

Officers have finalised the Bridge Street/West End Link Options Assessment report from consultants Pell Frischmann. Engagement with all Councillors for Witney from Witney Town Council, West Oxfordshire District Council and Oxfordshire County Council has taken place as well as with the developers of the North Witney Strategic Development Area. This has raised a number of queries which officers are working through. Public engagement is being planned for later in the year.

Following the engagement, the County Council will confirm its position on the preferred scheme through the forthcoming Witney Area Travel Plan, a subsidiary document to the Oxfordshire Local Transport and Connectivity Plan, which will be subject to public consultation in its own right.

4. Fiveways Roundabout, Vision Zero Programme

The OCC Vision Zero Strategy consultation closed 10 March 2024.

As part of delivering Vision Zero cycle safety and connectivity has been identified as a key issue at a number of locations across Oxfordshire. Funding in the region of £800,000 has been allocated to look at six locations. One of these is the Fiveways Roundabout (Welch Way, Corn Street Ducklington Lane, Curbridge Road, Tower Hill) in Witney.

Milestone are preparing a number of options for officer consideration with a view to engaging stakeholders once a recommended option is identified.

The main aim is to slow motorised traffic entering and traversing the roundabout. The types of measure being considered include increasing the diameter of the roundabout island which would reduce the carriageway space; installing formal zebra crossings on each arm of the roundabout; and installing raised tables or humps on the entry arms to the roundabout.

5. Corn Street and Fiveways Roundabout (Feasibility Design, Capability and Ambition Fund)

Funding from the Active Travel England Capability and Ambition fund has been used for high-level feasibility design to make a safe space for cycling at Fiveways Roundabout and in Corn Street, as part of the cycle route running east-west across Witney. Milestone have focussed on a 'Dutch style' roundabout design for Fiveways, one that has protected space for cycling. Milestone are currently looking at the opportunities for Corn Street. Once completed it is anticipated that stakeholder and public engagement will take place towards the end of 2024 on both locations at the same time. Both of these locations are priorities within the Witney Local Cycling and Walking Infrastructure Plan (LCWIP).

6. Windrush Place Active Travel Schemes (S106 Funded)

It was previously report that design work for enhancements to the bridleway including widening the path, surfacing in flexi-pave and installing lighting; along with a Pegasus (horse) signalised crossing on Deer Park Road where the bridleway crosses the road and a second signalised crossing at the southern end of Deer Park Road close to the Curbridge Road roundabout was due to commence in March 2024. Due to a number of internal resource constraints this has not happened. We apologise for this and appreciate this is both disappointing and frustrating. Officers are currently setting up a different route to design and construction, rather than wait for internal resources to become available.

Due to the increasingly poor surface condition of the bridleway in the short term we aim to conduct works to level and resurface the bridleway with compacted stone and self-binding

gravel to provide an improved surface. We are now progressing the procurement process and once this is complete, we will receive a date from the contractor to carry out the work.

7. Pedestrian Crossing/zebra crossing at West End (unfunded)

This scheme was put forward to the Road Safety and Accessibility budget for 2024/25 on this occasion the scheme has not been awarded funding. This scheme remains unfunded. Other funding opportunities will be considered as they arise.

8. Madley Park Path Improvements

In November 2023 OCC submitted a bid to Active Travel England to improve the surface and lighting of the path from Oxford Hill to Woodbank, at Madley Park, as part of a much longer active travel route running east-west across Witney as prioritised within the LCWIP. We are awaiting an outcome from Active Travel England.

Items which status has not changed since last meeting:

9. Traffic Lights on Woodford Way

This scheme remains unfunded. Detail discussed at September 2023 meeting.

10. Introduce 'Keep Clear' markings at the dropped kerb crossing points on Harvest Way

This scheme has been added to the lining programme. Detail discussed at September 2023 meeting.

From: Thomas Ashby
Sent: 15 February 2024 11:41
To: Andrew Coles
Subject: Fw: Dear Park Estate & Raleigh Crescent

Witney Traffic Advisory Request

Hi Andrew

I wondered whether we would be able to get an issue regarding parking on Raleigh Crescent on the Agenda for the next Witney Traffic Advisory Meeting?

There are increasing concerns over safety due to parking outside the properties for 107 Raleigh Crescent. You can see where the parking starts via the screenshot on Google Maps, but outside of the working day, there are easily more than 10 cars parked along this stretch. [REDACTED]
[REDACTED]

Now that we have looked at introducing a "Keep Clear" road marking in Madley, I believe that with this new precedent, there is a strong argument for doing so on this stretch of road as well.

I know [REDACTED] is keen to come and address the committee, so if this could be added to the Agenda, that would be very welcome.

Best Wishes

Thomas



ClIrr Thomas Ashby | Witney West
West Oxfordshire District Council

From: Harrison, Dave - Oxfordshire County Council
Sent: Tuesday, February 27, 2024
Subject: RE: Correspondence from Witney Town Council

Dear Mr Clapton

Thank you for your correspondence of 30 January 2024 regarding local bus service H2, and please accept my apologies for the delay in response.

Service H2 is tightly timed and unfortunately an extension of even a couple of minutes is not possible without the need to either reduce the frequency or introduce additional vehicles. Currently, the off-peak cycle time (the time it takes to get from Witney to Brookes and back, plus stand time at each end) is 120 minutes including 10 minutes of layover (8.3%). This is already below the industry desirable standard of 10%.

The route is already one of our most expensive contracts at £237,000 per annum and therefore it is not possible to commit to additional resources from our own budgets.

You may be aware that the residential and commercial development at Oxford North will be providing a significant amount of Section 106 funding for service H2, broadly equivalent to the cost of two additional buses for eight years. We are in the process of considering how best to use this funding, and the terms of our agreement with the developers states that we need their prior sight and approval before entering into a tender process.

Broadly at present I see two options – one to run a 30 min frequency service between Eynsham Park & Ride and Headington, or two to run a 30 min frequency service between Oxford North and Headington with an hourly extension to Cowley. This, of course, assumes that the Council is in a position to maintain its funding for the existing service, but neither option would result in a service between Witney and Churchill Hospital without changing buses at Eynsham. We may be able to utilise some developer funding from elsewhere in the district to bridge that gap, but this is currently uncertain.

We intend to make these changes to service H2 in October 2024, subject to:

- reopening of Botley Road;
- commencement of the traffic filters project;
- agreement with the developer; and
- occupations on the site meeting current expectations.

Of course, it may be that the traffic filters project delivers sufficient benefits to release additional journey time to make additional enhancements possible, and this will be kept under review.

In terms of real time information provision, we have substantial Bus Service Improvement Plan (BSIP) funds for improvement of the display estate but within Oxford it is almost entirely dependent on the City Council's re-procurement of their bus shelter contract, which was due last year but has been repeatedly delayed. The County Council are keen to ensure that abortive works are not undertaken by installing display screens in shelters that are then removed in the event that the incumbent provider does not retain the contract.

Unfortunately Stagecoach's centralisation of customer services has resulted in longer response times and poor accuracy of answers, particularly in relation to local knowledge. This is a frequent complaint and one that I have raised with local management on a number of occasions.

I trust that this sets out the current position in relation to these issues. Please do not hesitate to contact me should you have any further queries.

Dave Harrison

Public Transport Team Leader

Environment and Place
Oxfordshire County Council