

WITNEY TRAFFIC ADVISORY COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL

Held on Tuesday, 24 June 2025

At 3.00 pm in the Gallery Room, The Corn Exchange, Witney

Present:

Councillor A Coles (Chair)

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| Councillors: | A Prosser | A Lyon |
| | M Brooker | R Crouch (In place of R Smith) |
| | J Aitman | |
| | S Simpson | |
| | D Enright | |
| Officers: | Adam Clapton | Deputy Town Clerk |
| | Cara Murray | Admin Support Assistant - Communities & Planning |
| | Derek Mackenzie | Senior Administrative Officer & Committee Clerk |
| | Odele Parsons | Oxfordshire County Council |
| | Kim Sutherland | Oxfordshire County Council |
| | Nick Howdle Smith | Oxfordshire County Council |
| | John Charlton | Oxfordshire County Council |
| | Karl Chadwick | Oxfordshire County Council |
| | Amanda Dodsworth | Oxfordshire County Council |
| | Gareth Slocombe | Oxfordshire County Council |
| | Stewart Duncan | Oxfordshire County Council |
| | | |
| Others: | One member of the public. | |
| | Cllr Thomas Ashby (OCC), Oxfordshire County Council | |
| | Cllr James Robertshaw (OCC), Oxfordshire County Council | |
| | Cllr D Edwards-Hughes, Witney Town Council | |
| | T Bayliss, Stagecoach | |
| | K Hickman, Windrush Bike Project | |
| | D Miles, Parish Transport Representative | |
| | T Weaver, Pulhams | |
| | A Bullock, Witney Chamber of Commerce | |
| | A Lyon, West Oxfordshire Community Transport | |
| | C Hulme, Thames Valley Police | |

T77 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor R Smith with Councillor R Crouch attending as a substitute.

Apologies were also received from Andrew Lyon (West Oxfordshire Community Transport) and Trevor Bayliss (Stagecoach)

T78 PUBLIC PARTICIPATION

There was no public participation

T79 MINUTES

The Committee received the minutes of the Witney Traffic Advisory Committee meeting held on 18 March 2025.

T74 – Bus Users Meeting:

The Chair confirmed that the date of the next annual bus user’s meeting would be Wednesday 3rd September. A Member queried whether the timing of the meeting could be altered so as to finish earlier in the evening; however, it was agreed to retain the same time as last year.

T69 – Adoption of Roads (Kingfisher Meadows):

The Chair provided an update, confirming that Oxfordshire County Council subject to legal agreement being reached, that they expected to adopt the roads at Kingfisher Meadows development in June 2026.

T75 – Langdale Gate White Line Markings:

The Windrush Bike Project representative clarified an error in the minutes, stating that he did not raise the issue of a near disappearance of white line markings at Langdale Gate. Instead, the matter concerned the re-appearance of the central line.

Resolved:

That, subject to the above amendments the minutes of the Witney Traffic Advisory Committee meeting held on 18 March 2025 be approved as a correct record and signed by the Chair.

T80 PLACE, PLANNING AND COORDINATION

Members received and considered the reports of Oxfordshire County Council (OCC), which were delivered by the lead OCC Officer, where present. These included updates on the Shores Green Project and the proposed redesignation of the A4095 as part of the those works.

Additionally, the Committee was updated on path and road crossing improvements for Madley Park, Windrush Place and Deer Park Road; OCC also shared the upcoming lining refurbishment schedule for various areas in Witney.

Also, a recent road safety incident on New Yatt Road was brought to the Committee's attention, along with updates on a white lining issue at Raleigh Crescent, the West End Link Road, plans for the Fiveways roundabout, Corn Street design changes and an accreditation awarded to a local school.

Access to Witney – Shores Green

OCC Officers shared a presentation providing a project and construction update on the Shores Green slip road, the project was progressing on schedule and was expected to be completed mid-2026. It was confirmed that vegetation removed during the works would be replaced as part of the landscaping and reinstatement phase.

A series of road closures would be required to facilitate the next stages of works, the first of these would be on 7th July, with a complete closure of the A40 slip road for five nights, between 8:30pm and 6:00am. WTC Officers confirmed the formal notice of these closures had been shared via the Town Council's social media channels to inform residents.

OCC Officers advised that data from the temporary traffic lights on-site was monitored weekly and alternations made to minimise disruption. Members heard that regular updates on the scheme were available to those registered on dedicated OCC webpage.

As part of the project, the A4095 was being redesignated to assist the rerouting of traffic around Witney optimising the new Shores Green slip road. This change would remove the A-road designation from the centre of Witney, helping to reduce traffic congestion and improve air quality in Bridge Street and the town centre, and signage would be updated accordingly to reflect the new routing.

A Member raised concerns regarding the implications of changing the road classification from an A road to a B road, specifically about road maintenance. OCC Officers advised the Committee that there would be no changes to the existing gritting schedule for the affected roads.

Witney Paths (Madley Park/Windrush Place), Deer Park Road crossings

OCC Officers provided an update on the footpath improvements at Madley Park and Windrush Place, along with the crossings at Deer Park Road. A revised programme for these works were currently in progress, with plans to appoint a contractor later in the year.

A Member raised concerns regarding the timescale, questioning why these improvements had taking longer compared to other similar projects. In response, OCC officers explained that safety considerations, particularly regarding lighting, have influenced the schedule. Additionally, officers expressed a preference to avoid carrying out major works during the summer holidays to minimise disruption for residents, which had also contributed to the extended timeline.

Lining Refurbishment Schedule

A schedule for white lining refurbishment in various areas of the town was shared, with work planned to improve road markings and safety. This included the removal of the lining at Langdale Gate that was raised at the previous meeting.

A Member also raised an issue with cross-hatching at Burford Road...

New Yatt Road – Road Safety Incident:

Following a report of a road safety incident submitted to OCC by WTC, OCC had reviewed the footpath linking New Yatt Road to Vanner Road with consideration for the possible installation of a barrier to enhance pedestrian safety. Officers informed the Committee that currently, there

was no funding for these changes, the scheme had been added to the potential future schemes, pending the availability of either OCC funds or another external funding source.

Members noted that similar barriers installed at Moorland Road had been effective in improving safety and acknowledged the importance of preventing injury however, emphasised that any barrier installation must ensure that access for all was maintained.

White Lining – Raleigh Crescent

OCC Officers advised that the resident of Raleigh Crescent had been informed of the process to apply for an advisory white line across their driveway however no request had been received.

West End Link/ North Witney

OCC Officers reported that there was no update at this time regarding the West End Link Road, communication was ongoing with the North Witney developers, who were in the process of updating their Transport Assessment that supported the live planning application. It was noted that this updated Transport Assessment was expected to be made public later in the year through the standard planning processes managed by West Oxfordshire District Council (WODC).

Fiveways Roundabout – Vision Zero Programme

Officers confirmed that the preliminary design for a raised parallel crossing on the Welch Way arm of the Fiveways roundabout had been completed, funded through the Vision Zero programme and confirmed that informal stakeholder engagement was open until 11th July. The crossing aimed to slow traffic and included a tactile (anti-skid) surface.

A Member asked whether the tactile surface could be extended around the roundabout to include traffic entering from Tower Hill and suggested the consideration of rumble strips on the other arms.

Corn Street (Feasibility Design, Capability and Ambition Fund)

OCC officers provided an update on the ongoing feasibility design work for Corn Street, specifically the section between Holloway Road and Market Square. Contractors had completed initial design proposals aimed at improving the route for people walking, cycling, and enabling two-way bus travel. At this stage, officers were reviewing the design work internally and engagement with key stakeholders was expected to follow once the internal review process was complete.

Fiveways Roundabout – Dedicated Space for Cycling (Feasibility Design, Capability and Ambition Fund)

Officers shared a summary report which outlined the public engagement undertaken and set out the proposed next steps. As the scheme currently had no allocated funding, the priority was to explore and secure appropriate funding sources to enable progression of the project.

School Travel

Members were informed that Witney Community Primary School participated in Walk to School Week in May and successfully achieved their 'Approved' Travel Plan accreditation. This reflected

the school's ongoing commitment to promoting active and sustainable travel among pupils and families.

Resolved:

That, the updates from OCC officers be noted.

T81 **CIVIL ENFORCEMENT**

Members received the verbal report of the OCC Civil Enforcement Officer regarding parking and enforcement activity across Witney during the period March to May 2025, including recent actions taken and areas of focus.

It was noted that pavement parking causing an obstruction could only be enforced by the police, recent incidents on Corn Street were highlighted as examples. Church Green continued to be monitored by civil enforcement officers during their visits to Witney, and enforcement was carried out where vehicles were found in contravention.

Regarding Kingfisher Meadows and Sky Lark Way, it was advised that road adoption was a prerequisite before any consideration could be given to road markings, once adopted and subject to available funding and resources, lining may be introduced to address issues such as parking on bends and pavements. Concerns were again raised about buses avoiding certain roads due to obstructive parking, further discussions were planned between bus operators and OCC to understand the issue and explore possible solutions.

Recruitment challenges within the enforcement team were raised, while the intended staffing level was 50 officers, current staffing stood at 41.

The installation of ANPR cameras on the High Street was expected to take place in September 2025, following the completion of a review of the Traffic Regulation Order (TRO).

A Member queried whether there had been any issues or queries since the introduction of residents' parking permits on Corn Street and Church Green- It was confirmed that no significant issues had been reported.

Resolved:

That, that the update be noted.

T82 **HIGH STREET/MARKET SQUARE ENHANCEMENTS UPDATE**

Members received the presentation of the lead OCC Officers on the High Street and Market Square enhancement scheme.

The preliminary design had now been completed following public consultation, a design review by Active Travel England, and a Stage 1 Road Safety Audit. Amendments included improved flexibility and space for loading, a revised junction alignment at Welch Way, and an additional bus stop for Community Transport services outside the Cross Keys public house. The scheme also incorporated enhanced planting and additional public seating in response to community feedback.

Footways would be widened by relocating some disabled parking bays into the carriageway, while this adjustment removed the capacity for two-way bus movement, the closure to through traffic was expected to make the arrangement manageable. The taxi rank would also be relocated to the opposite side of the carriageway, and formal loading bays were omitted in favour of permitting loading and deliveries on double yellow lines.

A principal contractor had been appointed and commenced the detailed design phase and an independent Accessibility Review had been commissioned, with its recommendations to be integrated to ensure the scheme met the needs of all users.

Revised delivery forecasts were issued, with construction scheduled to begin in January 2026 to avoid disruption during the 2025 Christmas trading period. Officers confirmed that approximately £510,000 to £515,000 had been spent to date, and that the overall budget had risen to over £3 million. A bid for additional Active Travel funding had also been submitted, with a decision pending.

Members expressed concerns regarding large vehicle manoeuvres between High Street and Welch Way and suggested relocating the proposed zebra crossing to improve access. Queries were raised about bollard installation at the junction as the existing bollards were frequently damaged.

The importance of a level, durable, and long-lasting footway surface was highlighted to which Officers confirmed that buff-coloured resin-bound gravel would be used, providing durability, and aesthetic compatibility with Witney's heritage. Also to ease future patching by utility works it would be a readily available option with an annual cleaning programme to maintain the surface appearance.

Regarding traffic levels, Officers reported approximately 1,500 vehicles currently used the High Street daily, this was expected to reduce to 500 once ANPR cameras became operational based on 370 bus movements and the remainder comprising Blue Badge holders and deliveries. Officers advised the monitoring data would be shared with the Committee.

Officers confirmed that further engagement with WTC would take place regarding the changes to the planting, tree and street furniture proposals that were planned.

A Member asked about the potential for installing electric power supplies in the High Street and Market Square to support events which Officers agreed to look into.

Finally, Cllr D Enright raised that the results from a recent survey were available and so it was agreed that the Witney Chamber of Commerce's report on local shopping habits and aspirations would be forwarded to OCC officers for consideration.

Resolved:

1. That, Members note the update from OCC officers and,
2. That, OCC Officers circulate details of the traffic monitoring results to the Committee and,
3. That, the Witney Chamber of Commerce report be shared by Cllr D Enright with OCC.

T83 THAMES VALLEY POLICE SAFER ROADS STATISTICS

Members received correspondence and statistical data from the Thames Valley Police Safer Roads Unit for information.

Resolved:

That, the report be noted

T84 COMMUNITY SPEEDWATCH UPDATE

The Committee received a verbal update from the Chair regarding the Community Speedwatch scheme. Members were informed that the scheme currently had eleven active volunteers, though additional volunteers were always welcome, and efforts were underway to recruit a second group administrator to support the smooth running of the initiative.

The scheme continued to be well received by residents, who had shown strong enthusiasm and support. It was noted that the next scheduled Speedwatch session had unfortunately been cancelled due to unforeseen circumstances. However, the appointment of a new co-ordinator could help alleviate such issues in the future and provide greater resilience in scheduling and delivery.

Resolved:

1. That, the report and verbal updated be noted and,
2. That, the next Speedwatch session has been cancelled and,
3. That, the appointment of a further group administrator is required.

T85 PUBLIC TRANSPORT UPDATE

The Committee received verbal updates from the Independent Parish Transport Representative and Pulhams.

Positive feedback was reported regarding the updated H2 service, which had been well received by users, however, it was noted that the service did not currently pick up at the Bus Garage stop. In response, the Pulhams representative confirmed that this matter would be reviewed, and a response would be provided to the next meeting.

The Stagecoach S7 service was also performing well, however, a concern was raised regarding the lack of a bus shelter at Woodgreen. The Deputy Town Clerk advised that it had previously been considered by the town council, however passenger numbers were low. The matter could be reconsidered if new data was available.

Resolved:

1. That, the verbal updates be noted and,
2. That, Pulhams report on the potential of a stop at Witney Bus Garage to the next meeting of the Committee.

T86 ITEMS SUBMITTED TO THE TOWN CLERK

There were no items submitted.

T87 ITEMS RAISED AT THE MEETING

Cllr R Crouch raised concerns regarding Estelle Manor's decision to withdraw its funding support for the S7 bus service, highlighting that the service was well used by many of the establishment's workers. The Parish Representative advised that, in response to the funding withdrawal, the S7 timetable was currently under review to assess how best to continue provision within the available resources.

Cllr J Robertshaw raised concerns regarding speeding/road safety on Cogges Hill Road. It was noted that the road had already been monitored as a Speedwatch site, and traffic calming for this area was included in the LCWIP. The OCC Officer informed the Committee that the Witney East development had proposed improvements via S106, but otherwise any scheme is unfunded.

Cllr T Ashby raised a query regarding the current 30mph speed limit on Centenary Way, asking why it had not been reduced to 20mph in line with the wider 20mph zones implemented across Witney and asked that OCC investigate and provide clarification.

Cllr S Simpson raised the possibility of a barrier at a pathway at Farmers Close to avoid people running into the road. There was some confusion on the location and members present at the meeting felt there was one already in place. Cllr Simpson also mentioned speed signs which showed happy or sad faces depending on speeds. The Chair advised these had been explored when Community Speedwatch had been introduced and were cost prohibitive.

T88 DATE OF THE NEXT MEETING(S)

Members were advised the next meeting of the Committee would be held on 23 September 2025.

Additional meeting dates of the Committee for 2025/26 are:

- 20 January 2026
- 17 March 2026

The meeting closed at: 4.51 pm

Chair