

WITNEY TRAFFIC ADVISORY COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL

Held on Tuesday, 18 March 2025

At 3.04 pm in the Main Hall, The Corn Exchange, Witney

Present:

Councillor A Coles (Chair)

Councillors:	M Brooker D Enright T Fenton	T Ashby S Simpson R Smith
Officers:	Adam Clapton Cara Murray Derek Mackenzie Odele Parsons Kim Sutherland	Deputy Town Clerk Admin Support Assistant - Communities & Planning Senior Administrative Officer & Committee Clerk Oxfordshire County Council Oxfordshire County Council
Others:	T Bayliss K Hickman D Miles J Rubio-Reyes A Bullock A Lyon One member of the public	Stagecoach Windrush Bike Project Parish Transport Representative Pulhams Witney Chamber of Commerce West Oxfordshire Community Transport

T67 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor J Aitman, C Hulme (Thames Valley Police), J Charlton (OCC).

Additionally late attendance notifications were received from D Miles (Parish Transport Representative) due to his attendance at the Parish Transport group meeting and Cllr D Enright (OCC) due to other Council business.

T68 PUBLIC PARTICIPATION

The Committee received representation from a resident of Kingfisher Meadows concerning Agenda Item 7(a).

T69 ILLEGAL PAVEMENT PARKING

The Chair brought this agenda item forward in the meeting so the resident from Kingfisher Meadows present could listen to the discussion.

The Committee had heard from the resident about their concern over the ongoing parking issues within the town specifically Corn Street and Kingfisher Meadows and particularly during peak hours and near local businesses. They provided suggestions on potential solutions, including the introduction of clearer signage, and improved enforcement of existing parking regulations.

Members acknowledged the concerns and discussed possible solutions. However, it was noted that as an advisory committee, they did not have enforcement powers.

The Chair read a response that had been received from the Oxfordshire County Council (OCC) Civil Enforcement Team which outlined the powers both they and the police had. OCC were able to enforce waiting restrictions, dropped kerbs, double parking and no stopping restrictions. However, it was the Police that would enforce offences such as obstruction of the highway and dangerous parking

Members agreed to refer the matter to the appropriate authorities for further action, with a recommendation to investigate potential signage and parking regulation improvements.

The resident was invited to raise their concerns directly with Thames Valley Police at the Annual Town Meeting which would take place the following day.

Resolved:

That, the Chair would follow up with OCC regarding the adoption of the roads within Kingfisher Meadows and with the Committee representative from Thames Valley Police.

Cllr R Smith joined the meeting during the following item at 3:16pm

T70 TO ADOPT AND SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 21 JAN 2025

The Committee received the minutes of the meeting held on 21 January 2025.

Resolved:

That, the minutes of the Witney Traffic Advisory Committee meetings held on 21 January 2025 be approved as a correct record and signed by the Chair.

T71 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA (QUESTIONS ON THE PROGRESS OF ANY ITEM)

No matter arose from the minutes of 21 January 2025.

D Miles joined the meeting during the following item at 3:19pm

T72 OXFORDSHIRE COUNTY COUNCIL - PLACE, PLANNING AND COORDINATION REPORT

Members received and considered the report of Oxfordshire County Council (OCC) which included updates on the development of the A40 junction at Shores Green, Witney High Street improvements, proposals for Fiveways Roundabout and Corn Street, Windrush Place Active Travel Schemes, Footpath Improvements for Madley Park, implementation of a Footpath at

Guild Close (Thorney Leys), school travel, proposed parking changes on Church Green and Corn Street, and drainage issues behind Wood Green School.

Shores Green

OCC Officers provided updates on the Shores Green development. A Member asked if a monthly update could be provided for residents to keep them informed of the progress. Officers informed Members that updates were available via the dedicated “access to Witney” page on OCC’s website.

Witney High Street/Market Square

OCC Officers provided an update regarding the Witney High Street/Market Square project, confirming that construction would start in July. Consent had been granted for the implementation of the Automatic Number Plate Recognition (ANPR) to enforce the existing Traffic Regulation Order.

Officers confirmed the current project spend and informed the Committee that further funding had been acquired. However, the overall budget was still not confirmed.

In response to a member’s questions regarding when final plans would be available for public viewing and whether groundwork surveys have been carried out to determine suitable locations for the planned trees to mitigate future root issues, Officers advised the final plans would be made available in May, and assured the Committee that groundwork surveys would be conducted to identify the best planting locations for the trees.

Additionally, a Member asked if the design would consider the immediate surrounding areas, including the mini roundabout at the junction of Corn Street/High Street. Officers confirmed that details would be available in the final design.

Lastly, a question was raised about the reduction of bus stops from four down to two. Officers could not confirm this was part of the design, but informed Members again that any change would be included in the final plans.

Officers completed their update with confirmation that any works if would be suspended when needed for example, Christmas trading and Remembrance Day , with the preference that no major work be ongoing during the festive period/Remembrance Sunday.

Fiveways Roundabout

Officers provided a short update on the Vision Zero programme for the Fiveways Roundabout. The Vision Zero team was currently consolidating information to review and amend plans. Further consultation on the plans would continue in May after the County Council election period.

Corn Street

Members were informed that work had commenced on redesigning a section of Corn Street as part of the Local Cycling and Walking Infrastructure Plan (LCWIP). Work was due to be completed by the end of April.

Windrush Place Active Travel Scheme

Officers provided an update on the Windrush Active Travel Scheme, noting that designs were due to be completed by the end of April. Again, public consultations on the scheme would take place in May, following the elections.

Footpath Improvements for Madley Park

An update was provided regarding the planned footpath enhancements in Madley Park to improve pedestrian safety and access. Public consultations on the improvements would take place in May, following the County elections.

Implementation of a Footpath at Guild Close

Members were informed that the new footpath at Guild Close had been completed.

School Travel

Members welcomed news that Witney Community Primary School and Wood Green School were actively engaging with the OCC school travel team and would be taking part in Walk to School Week. Members discussed complaints from residents in the vicinity of the schools concerning parking issues during peak school pick-up and drop-off times. It was noted that this had caused congestion and inconvenience for local residents. The Committee acknowledged that encouraging more families to walk to school could help reduce traffic and improve safety in the area.

Proposed Parking Changes on Church Green and Corn Street

Officers provided an update on the proposed parking changes, which had now been approved. The Chair informed members that residents had now received letters informing them of the scheme and how they apply for an exemption permit and that the parking changes would be in place from 7 April.

Drainage Issues Behind Wood Green School

The ongoing drainage issues behind Wood Green School were under investigation to find a long-term resolution. A Member asked if regular leaf litter clearing could be carried out to prevent future drainage blockages and ensure that similar issues did not arise again. OCC Officers agreed to investigate this request and consider a more frequent leaf clearing schedule for the area.

Traffic flow data

OCC Officers provided traffic flow data, specifically the annual average two-way traffic flow around Witney, as previously requested by a Committee Member in relation to their impact on traffic movement and businesses in the area.

Members expressed concerns about the volume of traffic passing through Bridge Street and hoped that the Shores Green development would help alleviate this issue. OCC officers informed the Committee that once the Shores Green development was completed, road signage would be updated to re-route traffic away from using Bridge Street.

Members requested that the traffic data be revisited after the completion of the Shores Green development to assess the effectiveness of the traffic management changes.

Resolved:

1. That, the report and verbal update be noted and,
2. That, monthly updates for Shores Green be provided online and,
3. That, OCC Officers review and consider a more frequent leaf clearing schedule for the area around Wood Green School.
4. That, OCC Officers review and update traffic flow data following the completion of the Shores Green development and the updated signage.

T73 COMMUNITY SPEEDWATCH UPDATE

The Committee received a verbal update from the Chair regarding the Community Speedwatch scheme.

Members were informed of the current number of volunteers involved in the scheme which now stood at eleven, an additional group administrator was being sought to assist with the smooth running of the scheme and that the next session was scheduled for early April.

The scheme still continued to be well received by residents who had shown great enthusiasm and support for the initiative.

Resolved:

1. That, the verbal updated be noted.

Cllr R Smith left the meeting at 3:47pm

Cllr D Enright joined the meeting during the following item at 3:50pm

T74 ANNUAL BUS USERS MEETING

The Chair took the opportunity at this point to include updates under this item on Public Transport issues as well as those regarding the Bus User's meeting.

The Deputy Town Clerk provided a verbal report confirming the agreement of Witney Town Council to hold an annual bus users meeting with free/subsidised use of the Corn Exchange. The date for the meeting would be confirmed at the next meeting of the Committee.

The Chair asked that the Committee thanks be passed to the Town Council and its officers for their support.

The Committee then received verbal updates from the Independent Parish Transport Representative, and the representatives of Stagecoach, West Oxfordshire Community Transport and Pulham's Coaches.

Members received confirmation that OCC had acknowledged the significant work involved in the undertaking of the Bus Stop audit to check the condition of all bus stops in the area and would therefore now be carrying this out themselves rather than requesting individual parishes to. It was also noted that the fare for My Bus tickets would increase by 50p per day with a date to be confirmed however expected around summer. The Committee was also heard about an upcoming best dressed Bus Stop competition.

The West Oxfordshire Community Transport (WOCT) representative raised the issue of a potential limited space for buses stopping in the High Street and enquired whether a dedicated stop for the community buses could be considered. OCC Officers agreed to provide an update on this at the next meeting.

Pulham's would be issuing a revised timetable for the H2 service in May, though this would not reduce the service which would continue to run every 30 minutes. A Member inquired whether any progress had been made on re-routing the service to include a stop at the Churchill and Witney Community Hospitals, and an update on this would be provided at the next meeting.

Resolved:

1. That, the verbal updated be noted and,
2. That, OCC Officers provide updates on proposed bus stop changes at the next meeting and,
3. That, an update on the H2 service will be provided at the next meeting and,
4. That, the date for the Annual Bus Users meeting be confirmed at the next meeting

Cllr T Fenton left the meeting during the following item at 4:07pm.

He advised this would be his final meeting due to the change in OCC election boundaries. The Chair thanked him for his previous contributions over many years on the Committee.

T75 ITEMS RAISED AT THE MEETING

Lining at Raleigh Crescent

Cllr T Ashby raised concerns about the lack of response to a resident's request for road lining at Raleigh Crescent. (Minute T47 – Witney Traffic Advisory Committee 24.09.2024 Relates).

Church Green White Railings & Line Marking

Concern was raised by Cllr M Brooker regarding the condition of the white railings and line markings at Church Green.

S106 Allocations & CIL

Cllr D Enright discussed the S106 allocations and the impact of any introduction of a Community Infrastructure Levy (CIL) could have which could be used and how best to use these funds to improve connectivity in the town and support the Local Cycling and Walking Infrastructure Plan (LCWIP). It was asked that this be added as a future agenda item for the Committee to discuss the impact of new developments on the boundaries of Witney.

Road Safety Concerns

Cllr S Simpson raised multiple road issues, including the unsafe state of Newland (patches/potholes), the Corn Street pinch points, and the Welch Way/Windrush Health Centre area. Members agreed funding should be sought to address these problems.

Speeding of Vehicles on Woodstock Road

Cllr S Simpson also raised the issue of the speed of vehicles on Woodstock Road as a concern, with a request of the possibility of installing Smiley Activated Message (SAM) signs being considered, though Members questioned the high cost of this initiative.

Praise for OCC Highways Team

The Deputy Town Clerk offered praise for the OCC highways team, particularly for their work on Ducklington Lane where they had widened the shared pathway by cutting and scraping back vegetation growth.

White Lining on Langdale Gate

K Hickman raised the near disappearance of the central highway white line markings on Langdale Gate.

Changes to Bus Stops for S1 & S7 Services

D Miles asked for an update regarding potential changes to bus stops for the S1 and S7 services in Oxford following the implementation changes of the Central Oxfordshire Movement and Place Framework (COMPF), in particular impact following the eventual re-opening of Botley Road.

Witney High Street

A Bullock requested updates on the loading bays, the timing for the ANPR introduction and its impact on deliveries to local businesses. He also asked whether there would be any provisions for specific classes of vehicles or carers' cars. Cllr D Enright informed the committee that the implementation of the ANPR technology would give consideration to deliveries and that further details on loading/unloading bays would be available when the final plans for the High Street were available in May.

Parking Enforcement on Smiths Estate and Kingfisher Meadows

A Lyon raised concerns about parking enforcement on Apley Way, Lancut Road and Skylark Way noting that there were currently no parking restrictions, and the WOCT buses struggled to access these roads at times due to parked vehicles. It was advised that as discussed earlier on the meeting obstructions were a police matter, and if there were access issues, Thames Valley Police (TVP) should be contacted and issues reported.

T76 DATE OF THE NEXT MEETING(S)

Members were advised the next meeting of the Committee would be held on 24 June 2025 at 3pm.

Additional meeting dates of the Committee 2025/26:

- 23 September 2025
- 20 January 2026
- 17 March 2026

The meeting closed at: 4.23 pm

Chair