

ADDERBURY PARISH COUNCIL – ENVIRONMENT COMMITTEE

MINUTES OF THE MEETING HELD AT THE METHODIST CHURCH, CHAPEL LANE, ADDERBURY ON TUESDAY 13 NOVEMBER 2018 AT 10.00AM

PRESENT: Chairman, Councillor Martin Rye; Councillors Steven Cox, Ann Lyons, Garrad Millier, Keith Mitchell and Chris Shallis.

ALSO IN ATTENDANCE: Theresa Goss (Clerk and Responsible Financial Officer), Jonathan White (non-voting member of the Committee) and sixteen members of the public.

APOLOGIES: None

1/18 APPOINTMENT OF CHAIRMAN 2018/2019 – The Chairman asked for nominations for the position for Chairman for 2018/2019. Councillor Martin Rye was proposed and seconded.

Resolved that Councillor Martin Rye be appointed as Chairman for 2018/2019.

2/18 APPOINTMENT OF VICE CHAIRMAN 2018/2019 - The Chairman asked for nominations for the position for Vice-Chairman for 2018/2019. Councillor Chris Shallis was proposed and seconded.

Resolved that Councillor Chris Shallis be appointed as Vice-Chairman for 2018/2019.

3/18 DECLARATIONS OF INTEREST – There were no declarations of interest.

4/18 MINUTES – Prior to the meeting, the minutes of the meeting held on 9 May 2018 had been circulated to the Committee.

Resolved that the minutes of the meeting held on 9 May 2018 be approved.

5/18 TERMS OF REFERENCE – Prior to the meeting, the Terms of Reference had been circulated to the Committee.

Recommended that the terms of reference be approved with the following inclusions:

- 1) point 1 be amended to state that the Committee meets at least every three months; and
- 2) 5(b) be amended to include 'drainage and associated issues'.

6/18 TRAFFIC CALMING – Prior to the meeting, a number of documents had been circulated to the Committee, including the amount of Section 106 funds which were held at Oxfordshire County Council and were available to Adderbury to address traffic calming issues.

There were a number of residents in attendance at the meeting and the Committee allowed them all to speak and have an input into the process. They all spoke very passionately and felt very strongly about the need for traffic calming, in various areas of the village. There were many examples of accidents and potential accidents and of speeding vehicles particularly representing the views of those from the new estates at the Milton Road, from Horn Hill Road and from Oxford Road. Residents also gave examples of the measures they would like to see introduced in the village.

It was highlighted that there was approximately £25,000 of Section 106 funds which would be available for traffic calming in the village, subject to agreement from Oxfordshire County Council. County Councillor Arash Fatemian would also have to support the project and any enforcement measures.

There had already been speed surveys carried out in the village and the results needed to be analysed further. It was essential that any measures which were introduced in the village, were based on evidence that there was a need.

Jonathan White made some suggestions on the types of measures which could be considered as part of the project and these were detailed in the appendix to the minutes.

There was a discussion about the involvement of the Police and this would be taken into consideration during the project. The Clerk agreed to contact Thames Valley Police with regard to the Community Speed Watch

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Scheme, however the last communication had been that their equipment was in need of repair and was not currently available.

There was also an offer from Mr Betts, as a member of WARA, to circulate a survey around the village asking people for their thoughts on traffic calming measures.

The Chairman thanked the residents for attending the meeting.

Recommended that the actions, as detailed in Appendix 1 to the minutes, be progressed.

Recommended that:

- a) *the appointment of Jonathan White as a non-voting member of the Committee, be approved;*
- b) *the list of specific areas in the village to be investigated be approved (as detailed in the Appendix) and comprehensive evidence of the traffic and drainage issues impacting them will be secured as well as potential remedies with costs and timescales, so as to recommend suitable actions in a prioritised format;*
- c) *the actions listed in the Appendix to the Minutes be approved (which has removed the reference to a West Adderbury Residents Association (WARA) survey about traffic calming and potential distribution by TAP Captains. The reason for this is because such a survey is likely to be premature until the Environment Committee has identified reliable evidence, potential remedies and costs associated with each of the eight specific areas listed in the Appendix and determined priorities within available and potential resources. Such a survey also needs to be well-balanced in terms of practicality and affordability); and*
- d) *if WARA elect to issue their own survey to a part of the village it must not suggest Parish Council support unless prior approval has been formally given by the whole Parish Council.*

(The recommendations in italics above, were inserted by the Parish Council on Tuesday 27 November 2018)

7/18 OUTSTANDING ITEMS – The Committee received an update on the following items:

- St Mary's Road Grit Bin – The grit bin had not yet been installed, but it was on the County Council's schedule to do so.

Recommended that the report be noted.

- Pathway/cycleway from Adderbury to Bodicote – Geoff Barrell at Oxfordshire County Council had asked Oxford Direct Services to check the width of the footpath between Adderbury and Bodicote. Once this had been confirmed, the project could be progressed.

Recommended that the report be noted.

- Widening of Footpath on Horn Hill Road – The Clerk reported that she had contacted Skanska again and asked whether they would be able to undertake this work. In the meantime, a request would be made to the County Council's Fix My Street web site.

Councillor Steven Cox also reported that he had met a contractor on-site to discuss cutting the footpath back to its original width, but he had been unable to give a specific cost for the work.

Recommended that the report be noted.

- Bus Shelters on A4260 – The Clerk reported that the County Council had agreed to use Section 106 funds to site two bus shelters on the A4260 near to the Gracewell Homes development and this project was being progressed.

Recommended that the report be noted.

8/18 GRIT BINS – The Clerk reported that the one ton bag of grit had been delivered by the County Council to Mr D Hopper at his farm and he had kindly agreed to also refill the grit bins, should they need doing this winter. The County Council would fill all the grit bins in the village once, prior to the winter.

Recommended that the report be noted.

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9/18 AREAS OF RESPONSIBILITY – Prior to the meeting, the Clerk had circulated a copy of the list of the areas of responsibility in the village. The Clerk also advised that she had not received any reports.

Recommended that Councillors be reminded about their areas of responsibility and the list be amended to include new Councillors, as follows: **Action TG**

Area	Roads in Adderbury	Councillor
Area 1	St Mary's Rd/Norris Close/ Adderbury Fields Dev/ Berry Hill Rd	Colin Astley
Area 2	Horn Hill Rd/ Manor Rd/ Adderbury Park/ Tanners Lane/The Leys/ cemetery	Sue Jelfs
Area 3	Cross Hill Rd/ New Road/ Water Lane/ Dog Close /Round Close Rd/Lucy Plackett Playing Field/ Church Close	Ann Lyons
Area 4	High Street/ Church Lane/ Mill Lane/ Parsons Street	Chris Shallis
Area 5	Chapel Lane / Meadow View/ Sir George's Lane/ Croft Lane/ Falkner's Close	Sheila August
Area 6	The Green/ Oxford Rd (to Duchess Bridge)/ Lake Walk/ Lambourne Way/ Green Farm	Rod Head
Area 7	Aynho Rd/Keytes Close/ Henry Gepp Close/Long Wall Close/ Sydenham Close/ East End Lane/ Home Farm Court/ Bloor Homes Development	Diane Bratt
Area 8	Deene Close/ Cawley Rd / Rochester Way / Walton Ave (both south of bridleway)	Steven Cox
Area 9	Banbury Rd (to The Rise)/ Adderbury Court/ The Rise	Chris Shallis
Area 10	Banbury Rd (North of The Rise) / The Crescent/ Kemps Rd/ Griffin Close/ Summers Close/ Greenhill House development	Garrad Millier
Area 11	Rochester Way / Walton Ave (both from bridleway north)/ Margaret Rd / Rawlins Close	Keith Mitchell
Area 12	Twyford Rd/ Twyford Ave / Twyford Grove/ allotments	Martin Rye

10/18 ALLOTMENTS AND CEMETERY INSPECTIONS – The Chairman reported that there had been regular inspections of the allotments and monitoring would continue, especially on those plots where tenants had been warned about adhering to the Conditions of Tenancy.

With regard to the Cemetery, the Chairman reported that along with Councillor Steven Cox, they had completed the 'topleft test' on the headstones and four families had been written to and asked to make the headstones safe.

Recommended that the reports be noted.

11/18 DATE OF NEXT MEETING – Tuesday 4 December 2018 at 10am.

(Meeting closed 11.45am)

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Chairman - 4 December 2018

Appendix 1 to the Minutes of the Environment Committee – 13 November 2018

Actions for Traffic Calming

Action	By whom	Date
Notice in Contact, on PC web site, village web site and FB pages asking people to drive to the speed limit. Include a note that TVP will be monitoring speeds.	Clerk	ASAP
Find out from TVP when the Community Speed Watch equipment will be in use again.	Clerk	ASAP
Write to businesses in Adderbury asking them to encourage their staff and drivers to obey speed limits.	Clerk	ASAP
Chase up OCC about cutting back of trees to avoid speed limit signs being covered and also that road signs need cleaning.	Clerk	ASAP
Purchase Wheelie Bin Stickers. Need confirmation of which roads we are targeting with the stickers, so I know how many to purchase. Who is going to deliver them?	Clerk	ASAP
<i>Identify TAP Captains and ask them to assist with the delivery of a survey in the village about traffic calming</i> <i>(This action in italics above, was removed by the Parish Council on Tuesday 27 November 2018)</i>	<i>Chairman</i>	<i>ASAP</i>
<i>WARA survey to be extended to the whole of the village, including Twyford. Steven Betts to email the survey to the Clerk for the Committee's approval before distribution.</i> <i>(This action in italics above, was removed by the Parish Council on Tuesday 27 November 2018)</i>	<i>Chairman</i>	<i>On-going</i>
Speed data previously circulated, to be sent to all of the Committee.	Councillor Steven Cox	ASAP
Funds available for Traffic Calming – Approx. £25,000 from S106 funds at OCC (subject to agreement from OCC and County Councillor Arash Fatemian) and £5200 in the PC budget.	Chairman	Completed

Specific Areas of the Village to be investigated

Traffic Calming measures which could be used following analysis of speed data and

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	costings
Milton Road & related developments	Additional Vehicle Activated Signs [feedback about those installed is that they are of limited use].
Oxford Road, speeding and drainage	
Twyford roads, rat running	Gateways – enhance all approaches [re-paint & resign. Nothing currently on Oxford Road]
Aynho Road, traffic lights	White on red speed roundels at gateways [in use in e.g. Deddington]
Berry Hill Road, junction	
Horn Hill Road, Water Lane, High Street, speeding	Additional 30mph fixed signage [only sign dia.880 with camera symbol permitted]
Banbury Road, drainage	On-road repeater speed roundels [only in conjunction with sign dia.880]
Twyford Road speeding down to motorway	<p>No overtaking when entering and leaving the village for c. 300 & 100m respectively [solid double white lines in place of 6&3s]</p> <p>Relocation of 30mph commencement on Berry Hill Road from Oxford Road, to improve visibility [TSR permits up to 20m from junction]</p> <p>Constraints: Islands, Chicanes & build-outs[various options tailored to locations – e.g. Aynho]</p> <p>Hazard signage near community facilities (e.g. children, infirm people) [need to check max distances from facilities].</p> <p>Black on Yellow signage [e.g. Kill your Speed, possibly including 30mphs]</p> <p>20mph zones (not on the main roads) [feasible for village centre & possibly Twyford]</p> <p>Speed bumps, etc. (not on the main roads)[effective, but could introduce noise & vibration issues]</p> <p>Police Enforcement [need discussions with TVP on mobile units]</p> <p>Community Speedwatch [effective elsewhere – e.g. Croughton]</p> <p>Fixed Cameras (Specs/Gatso/Truvelo) [SPECS(average) not suited. TVP not resourcing fixed]</p> <p>Camera Boxes (ideally flash, no camera) [can be very effective – need costings]</p> <p>Gatso-style e.g. nesting boxes [need to be realistic, can be added to SatNav data]</p>