

# ADDERBURY PARISH COUNCIL – ENVIRONMENT COMMITTEE

## MINUTES OF THE MEETING HELD AT CHURCH HOUSE, HIGH STREET, ADDERBURY ON WEDNESDAY 24 JULY 2019 AT 7.30PM

**PRESENT:** Councillors Steven Cox, Ann Lyons, Garrad Millier and Keith Mitchell and Jonathan White (non-voting co-opted member of the Committee).

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), Gareth Jones and Mike Wasley (Oxfordshire County Council).

**APOLOGIES:** Councillor Martin Rye submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

Rhys Owens, (non-voting co-opted member of the Committee) submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

In the absence of the Chairman, Councillor Garrad Millier chaired the meeting.

**13/19 Declarations of Interest** – There were no declarations of interest.

**14/19 Minutes** – Prior to the meeting, the minutes of the meeting held on 5 June 2019 had been circulated to the Committee.

**Resolved** that the minutes of the meeting held on 5 June 2019 be approved and signed by the Chairman.

**15/19 Matters Arising** – There were no matters arising.

**16/19 Open Forum** – There were no issues to be discussed.

*(For information, following guidance from the National Association of Local Councils, the Parish Council did not specifically name individual residents and issues within its minutes)*

**17/19 Traffic Calming** – Jonathan White referred to the individual traffic calming reports which had been produced by members of the Committee, relating to Milton Road, Oxford Road, Aynho Road, Berry Hill Road, Horn Hill Road, Banbury Road and Twyford Road. Copies were also passed to Mike Wasley for him to review.

The Committee discussed each report in turn with Mike Wasley from Oxfordshire County Council. Amendments were suggested and there were areas where further work was required. Once the reports had been finalised, copies would be emailed to Mike Wasley and then a site meeting would be arranged to discuss all the proposed traffic calming measures.

The Clerk was asked to advise Geoff Barrell at the County Council about the progress with the project and that the Parish Council was hoping to use the Section 106 funds in the coming months.

With regard to the proposed temporary closure of the road on the corner of Milton Road and Horn Hill Road (by the oak tree), Mike Wasley advised that an informal consultation process needed to be carried out by the Parish Council with residents and the companies who ran the school bus services. Once that informal consultation had been completed and if there was support from the village and the bus companies had not raised concerns which could not be addressed, the junction would be closed for a temporary period of 18 months and this was the formal consultation process. The legal work for the temporary closure would cost circa £3200 which would have to be paid for by the Parish Council.

Jonathan White also reported that he and Councillor Martin Rye had met with PCSO Lana Smith with regard to the Community Speed Watch Scheme and the fixed camera traffic monitoring. Both of these schemes could now be progressed once volunteers had been sourced. It was also reported that Deddington residents regularly carried out the Community Speed Watch Scheme and they would be able to provide advice to Adderbury.

Mike Wasley was thanked for attending the meeting and for his advice.

During the discussions, a number of actions were agreed.

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**Recommended** that the actions, as detailed below, be approved:

	<b>Action</b>	<b>Whom</b>
1.	Geoff Barrell at Oxfordshire County Council be updated on the progress with the traffic calming project.	<b>TG</b>
2.	It be noted that Mike Wasley has a budget for the north of the County, which might be available for match funding.	<b>N/A</b>
3.	Once the traffic calming reports have been finalised, they be emailed to Mike Wasley and a site meeting be arranged to discuss the proposals.	<b>TG/JW/MR</b>
4.	Mike Wasley to confirm whether the '3, 2, 1' counter signs, 'no overtaking' signs and 'road narrowing' signs could be made available for the village.	<b>TG/MW</b>
5.	Contact be made with Nigel Clark from Oxfordshire County Council and a traffic data survey on Twyford Road & Milton Road be requested.	<b>TG</b>
6.	Mr Bob Meadows be thanked for his report.	<b>TG</b>
7.	Contact be made with the school bus companies, Greyline and Heyfordian with regard to the proposed temporary closure of the junction at Milton Road/Horn Hill Road (oak tree corner).	<b>TG</b>
8.	A notice/letter be drafted to enable the informal consultation process to start for the proposed temporary closure of the junction at Milton Road/Horn Hill Road (oak tree corner). It be circulated to the Committee for comments before it is published.	<b>GM/TG</b>
9.	Contact be made with PCSO Lana Smith to progress the Community Speed Watch Scheme and a request be made for volunteers from the community.	<b>TG</b>
10.	Contact be made with District Councillor Andrew McHugh with regard to the fixed camera traffic monitoring and a request be made for volunteers from the community, if necessary.	<b>TG</b>

**18/19 Drainage** – Jonathan White reported that work had been completed to the drainage on Oxford Road during June 2019. A blockage had been found and it had been caused by BT who had built a trench straight through the sewer pipe.

Nicholas Watson from Oxfordshire County Council would be contracted for an update on the proposed works to the drainage on the A4260.

**Recommended** that the report be noted.

**19/19 Areas of Responsibility** – Prior to the meeting, the areas of responsibility had been circulated to the Committee.

**Recommended** that the areas of responsibility be approved as follows:

Area	Roads in Adderbury	Councillor

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Area 1	St Mary's Rd/Norris Close/ Adderbury Fields Dev/ Berry Hill Rd	Vicky Head
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	Laura Walker
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	Garrad Millier
Area 10	Banbury Rd (North of The Rise) / The Crescent/ Kemps Rd/ Griffin Close/ Summers Close/ Greenhill House development	Andy Millard
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

**20/19 Trees in The Rise** – The Clerk advised the Committee that she had spoken to Thames Water and there was a sewer pipe which ran through the middle of The Rise (from east to west), which would affect the tree planting in The Rise.

There were rules which had to be applied which meant that certain types of trees could not be planted within 3m, 6m and 12m of the sewer pipe, at the closest point from the fully grown canopy of the tree. The Clerk suggested that advice be sought from a tree specialist before any further progress was made on the project.

The Clerk also reminded the Committee that the Parish Council had requested that a bench be included in the plans for The Rise.

**Recommended** that the report be noted.

**21/19 Date of Next Meeting** – To be confirmed.

(Meeting closed 8.50pm)

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Chairman