

# ADDERBURY PARISH COUNCIL – ENVIRONMENT COMMITTEE

## MINUTES OF THE MEETING HELD AT THE METHODIST CHURCH, CHAPEL LANE, ADDERBURY ON TUESDAY 27 AUGUST 2019 AT 7.30PM

**PRESENT:** Chairman, Councillor Martin Rye; Parish Councillors Ann Lyons and Keith Mitchell and Rhys Owens (non-voting co-opted member of the Committee).

**ALSO IN ATTENDANCE:** Theresa Goss (Clerk and Responsible Financial Officer), PC Daniel Madden and one member of the public.

Parish Councillors Steven Cox and Garrad Millier were not present.

**APOLOGIES:** Jonathan White, (non-voting co-opted member of the Committee) submitted his apologies because he was on holiday, the apologies were accepted and the absence authorised.

The Chairman welcomed Rhys Owens to his first meeting of the Committee.

**22/19 Declarations of Interest** – There were no declarations of interest.

**23/19 Minutes** – Prior to the meeting, the minutes of the meeting held on 24 July 2019 had been circulated to the Committee.

**Resolved** that the minutes of the meeting held on 24 July 2019 be approved and signed by the Chairman.

**24/19 Matters Arising** – There were no matters arising.

**25/19 Open Forum** – A resident addressed the Committee and advised that he had met with Jonathan White and had discussed the on-going traffic calming project. The resident asked for clarification of timescales with regard to when issues would be addressed and ideas implemented.

The Chairman was not able to give any specific dates and emphasised that the project would move forward more quickly, if there were more volunteers from the village. There were also other constraints to the project because the Parish Council did not have the power to be able to implement traffic calming measures, it could only work with, and make requests to, the County Council and Thames Valley Police, to put suitable measures in place.

*(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)*

**26/19 Traffic Calming** – Prior to the meeting, the draft traffic calming reports had been circulated to the Committee. The Committee acknowledged the hard work which Jonathan White had put into the reports, supporting the Councillors and volunteers who had written them and thanks would be passed to him.

PC Daniel Madden discussed with the Committee, the issues of vehicle speeds around the village and how the fixed cameras and the Community Speed Watch Scheme could be implemented. More details were needed on both of these schemes and after the meeting, PC Madden would liaise with PCSO Lana Smith and the Clerk. However he did highlight that the security checks on the two volunteers who would be processing the data, could take up to three months to complete.

The Clerk reported that she had obtained some signs from Oxfordshire County Council, which asked drivers to slow down and these would be erected around the village in the next couple of weeks.

During the discussions, a number of actions were agreed.

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

	Action	Whom
1.	The draft traffic calming reports be loaded onto the Parish Council web site and Jonathan White be thanked for all of his work and support on the reports.	TG

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2.	The finalised traffic calming reports be submitted to the next meeting of the Environment Committee.	<b>ALL</b>
2.	PC Daniel Madden to carry out the security checks on the volunteers who will be processing the data from both the fixed camera and the Community Speed Watch Scheme, so they can access the PNC System.	<b>DM</b>
3.	The Community Speed Watch volunteers be advised that there will be a delay with starting the Scheme, until the PNC security check have been completed.	<b>TG</b>
4.	The speed signs which the County Council have given to the Parish Council be erected around the village.	<b>MR/RO</b>
5.	PC Daniel Madden to liaise with PCSO Lana Smith about the fixed camera and will advise the Clerk on a suitable camera to purchase.	<b>DM/TG</b>
6.	PC Daniel Madden to liaise with PCSO Lana Smith about the criteria for selecting suitable locations for the fixed camera, when it can be used and how the data is processed and advise the Clerk.	<b>DM/TG</b>
7.	Contact be made with County Councillor Arash Fatemian with regard to funding of a fixed camera, possibly just for use in Adderbury.	<b>TG</b>

**27/19 Drainage** – The Clerk reported that Jonathan White had advised that although the drains on Oxford Road had been cleared, a drainage inspector had commented that it was unusual to have only one drain over that length of the highway. The distance was approximately 200m and stretched from the drain which had been repaired by the Institute, down towards Duchess Bridge.

Therefore, it was suggested that the County Council could be requested to complete a survey to ascertain how many drains should cover that distance, on both sides of the road and, if necessary, whether the situation could be rectified to reduce the runoff down the long-fall of the road.

**Recommended** that Oxfordshire County Council be requested to complete a survey of the stretch of Oxford Road which runs for approximately 200m from the Institute towards Duchess Bridge, to ascertain if there are enough drains on both sides of the road and if not, the situation be rectified to reduce the runoff down the long-fall of the road. **Action TG**

**28/19 Trees in The Rise** – The Clerk advised the Committee that she had contacted Thames Water and had a list of the types of trees which were suitable to be planted within certain distances of a sewer. She had forwarded the list to the resident who wished to progress the tree planting scheme and asked him to cross reference this list with the trees which were available from the Woodland Trust. The Clerk would update the Committee once she had received this further information.

In addition, the Committee noted that the Parish Council had asked that a bench be included as part of this scheme.

**Recommended** that the report be noted.

**29/19 Date of Next Meeting** – To be confirmed.

(Meeting closed 8.20 pm)

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Chairman

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